Council General Meeting
AGENDA

Tuesday, November 5, 2019
9:00 AM
Council Chambers
County Administration Building

1. CALL TO ORDER

2. CONSENT AGENDA

   2.1 Minutes-Council General Meeting, Tuesday, October 22, 2019  Rod Hawken
   2.2 Council Organizational Meeting, Tuesday, October 22, 2019
   2.3 COUNCILLOR REPORTS
   2.4 ADMINISTRATION REPORTS

3. APPROVAL OF AGENDA

4. DELEGATION - 9:30 A.M. - Joan Miller, Director of Economic Development
   4.1 JEDI Strategic Plan 2020-2023 Presentation to Council-Report
   4.2 2020 JEDI Budget-Report
   4.3 2019 JEDI Annual General Meeting-Report  Rod Hawken

5. DELEGATION - 11:00 A.M. - Glenda Farnden, STARS Foundation
   5.1 11:00 a.m. Delegation-STARS Foundation – Glenda Farnden, Municipal Liaison-Report  Rod Hawken

6. UNFINISHED BUSINESS

   6.1 Results of Public Auction - Final Acquisition (File#273436)-Report

7. NEW BUSINESS

   7.1 Proposed Assessment Review Board Bylaw-Report  Rod Hawken
7.2 2019-2021 Appointment of Chairperson Assessment Review Board-Report
Rod Hawken

Rod Hawken

7.4 Amendment to Service Awards Policy 12.2.9 Nov 5 2019-Report
Rod Hawken

8. INFORMATION ITEMS

8.1 Information Items to November 5, 2019-Report
Rod Hawken

9. ADJOURN
Council General Meeting
MINUTES
Tuesday, October 22, 2019, 11:00 AM
Council Chambers
County Administration Building

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

Absent
Councillor Dale Woitt

Staff Present
Rod Hawken, Chief Administrative Officer
Barb Wolter, Recording Secretary

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 10:50 a.m. on Tuesday, October 22, 2019.

2. **APPROVAL OF AGENDA**
Resolution CG20191022.001
MOVED: by Councillor L. Seely
to approve the agenda for the Council General Meeting, Tuesday, October 22, 2019 as presented.

   Carried Unanimously

3. **MINUTES APPROVAL**
3.1 Tuesday, October 8, 2019 Council General
Resolution CG20191022.002
MOVED: by Councillor J. Bishop
to approve the minutes for the Council General meeting held Tuesday, October 8, 2019 as presented.

   Carried Unanimously

8. **DELEGATION - 11:00 A.M. - Inspector Keith Durance & Staff**
Sergeant Corey Kyle, Wetaskiwin RCMP, & Staff Sergeant Harpreet (Harp) Dhaliwal, Thorsby/Breton RCMP
A delegation consisting of Assistant CAO Jeff Chipley, Inspector Keith Durance and Staff Sergeant Harp Dhawliwal entered the meeting at 10:53 a.m.

8.1 October 2019 Wetaskiwin, Thorsby, & Breton RCMP Quarterly Reports - Report

On an approximate quarterly basis, representatives of the Royal Canadian Mounted Police (RCMP) attend a Council General Meeting to provide an overview of their quarterly report, performance plan, and to review any issues that may need to be discussed. The intent of this meeting with Council is to provide ongoing transparency and communication between the RCMP and County Administration and Council. Inspector Keith Durance and Staff Sergeant Corey Kyle from the Wetaskiwin RCMP Detachment and Staff Sergeant Harpreet (Harp) Dhaliwal from the Thorsby/Breton RCMP Detachment are scheduled to be in attendance at the meeting.

At the meeting, the RCMP representatives will be discussing information regarding management of the Annual Performance Plan, which includes details on crime reduction strategies, crime statistics and trends, and also a statistical comparison of crimes within the Wetaskiwin, Thorsby, and Breton Provincial Detachment areas.

Administration recommended that Council accept the Wetaskiwin, Thorsby, & Breton RCMP Quarterly Report as information.

**Resolution CG20191022.003**

**MOVED:** by Councillor K. Rooyakkers

that Council accept the Wetaskiwin, Thorsby, & Breton RCMP Quarterly Report as information.

**Carried Unanimously**

Inspector K. Durance and Staff Sergeant H. Dhaliwal left the meeting at 11:52 a.m.

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

5.1 Bylaw Enforcement/Animal Control Officer Position Appointment – Riley Booth – Report

In adherence to the strategic direction of the County of Wetaskiwin as set forth by Council, Animal Control provides assistance to the residents of the County of Wetaskiwin in regard to the regulation of dogs. Additionally, Bylaw Enforcement provides enforcement and education initiatives for County Bylaws resulting in compliance of Bylaws with as little enforcement action as possible.

In August 2019, Administration interviewed four (4) applicants for permanent, full-time employment as Officer C. Heathcote departed the County of Wetaskiwin on August 5, 2019. Administration offered the Bylaw Enforcement/Animal Control position to Mr. Riley Booth who has accepted the offer of employment. In order for Mr. Booth to conduct duties as a Bylaw Enforcement/Animal Control Officer, he must be appointed by Council as a Bylaw Officer in accordance with the County of Wetaskiwin Bylaw Enforcement Bylaw 2007/68, Section 1(b), which states:

- "by-law enforcement officer" means a person appointed by resolution by council who has taken the official "Oath of Office" as prescribed by the Oaths of Office Act.

Administration recommended that Council appoint Mr. Riley Booth as a Bylaw Enforcement Officer to enforce County Bylaws in accordance with County of Wetaskiwin Bylaw Enforcement Bylaw 2007/68.

**Resolution CG20191022.004**

**MOVED:** by Councillor L. Seely

that Council appoint Mr. Riley Booth as a Bylaw Enforcement Officer to enforce County Bylaws in accordance with County of Wetaskiwin Bylaw Enforcement Bylaw 2007/68.

**Carried Unanimously**

5.2 Protective Services Month End – September 2019 – 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 September 2019
- Community Peace Officer Patrol Report for September 2019
- Animal Control Report January – September 2019
- Bylaw Enforcement Report January – September 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 September were as follows:

- A CPO was invited to the annual fall Joint Forces Operation (JFO) Commercial Vehicle Check conducted in the Edmonton Metropolitan Area, which has many carriers that operate in the County of Wetaskiwin. The CPO attended the check for only a few hours of the three (3) day check and conducted four (4) safety inspections on large commercial vehicles. The overall check resulted in forty-two percent (42%) of the inspected trucks being placed out of service.

- A CPO was patrolling in Division 1 and observed a Recreational Vehicle (RV) stopped on the wrong side of the road. The CPO noted the vehicle depart and liquid exiting from the RV, which appeared to be from the septic tank. The CPO stopped the drive and confirmed that the liquid was septic and that the driver had spread human waste for 1.2 kilometres down the road. The CPO issued a summons for depositing material on a highway and a hydrovac truck was called to clean the biohazard waste off the highway.

- A CPO received a complaint from Public Works regarding a citizen placing rocks, markers, and reflectors on the corner of a road in a subdivision, making the County Grader unable to properly maintain the road. The CPO believes the items were placed to divert traffic around the County Ditch with mowed grass in front of the property. The citizen refused to contact the CPO after numerous attempts, therefore, an enforcement letter was sent outlining the concerns.

- During the Monday of the Labour Day Long Weekend, CPOs and Thorsby/Breton RCMP conducted a JFO. During the two (2) hour operation, one (1) Dangerous Goods Charge was laid, multiple infractions for commercial vehicles were detected, three (3) seventy-two (72) hour suspensions for impaired driving were issued, and one (1) male was arrested for impaired driving.

- County of Wetaskiwin CPOs participated in the “Free Our Finest” Event for Special Olympics Alberta at the Wetaskiwin Walmart. A CPO spent approximately forty-eight (48) hours “locked” on the scaffolding and danced to the YMCA for donations. Volunteer first responders danced the YMCA 102 times in the forty-eight (48) hours and approximately $14,000 was raised for the local Special Olympics.

Administration recommended that Council accept the Protective Services Report for September 2019 as presented.

Resolution CG20191022.005
MOVED: by Councillor L. Seely

that Council accept the Protective Services Report for September 2019 as presented.

Carried Unanimously
Mr. Chipley left the meeting at 11:59 a.m.

6. **RECESS**

   Resolution CG20191022.006  
   MOVED: by Councillor K. Adair  
   that Council reconvene at 1:00 p.m.  

   Carried Unanimously

The meeting recessed at 12:00 p.m.

7. **RECONVENE**

   The meeting reconvened at 1:00 p.m.

9. **UNFINISHED BUSINESS**

9.1 **Town of Millet Intermunicipal Collaboration Framework Oct 22-Report**

   At the meeting of September 10, 2019, a resolution was passed to request that the Town of Millet accept the principle of the Intermunicipal Collaboration Framework (ICF) and commit to negotiating final cost sharing agreement details by June 30, 2020.  

   (Ref. CG20190910.045)

   An email was received from the Town on October 10, 2019, advising that their Council has resolved to not accept this in principle, however, requesting that the current Recreation Agreement be extended for a one-year period.

   The County’s contributions with the current agreement were as follows:

   - 2016 - $77,500 + CPI
   - 2017 – 2016 rate + CPI
   - 2018 – 2017 rate + CPI
   - 2019 – 2018 rate + CPI

   The current Recreation Agreement expires December 31, 2019 and is provided for Council’s review.

   Council may consider options as follows:

   1. Agree to extend the current Recreation Agreement with the Town of Millet to December 31, 2020;

   2. Advise the Town of Millet that the County is not willing to extend the current Recreation Agreement to December 31, 2020.

   Administration recommended that Council agree to extend the current Recreation Agreement with the Town of Millet to December 31, 2020.

   Resolution CG20191022.007  
   MOVED: by Councillor K. Adair  
   that Council agree to extend the current Recreation Agreement with the Town of Millet to December 31, 2020 and that the contribution be the 2019 rate + CPI.  

   Carried Unanimously

9.2 **Service Capacity Review-Final Report-Report**

   At the October 10, 2019 meeting, Transitional Solutions presented their draft report for the Service Capacity Review and reviewed the recommendations with Council. At that time, the Report was accepted as presented.
Earlier this week, Council was emailed a copy of the Final Report for their review. The report lists 62 recommendations for Council to consider; along with a priority level, who is responsible and recommended timeline to complete.

Administration recommended that Council approve the final report as presented; and that Council direct Administration to bring forward the 62 recommendations as presented by Transitional Solutions.

**Resolution CG20191022.008**

MOVED: by Councillor L. Seely

that Council approve the final report as presented.

Carried Unanimously

**Resolution CG20191022.009**

MOVED: by Councillor L. Seely

that Council engage Transitional Solutions Inc. to complete an Organizational Review prior to budget; at a cost of $6,000.00 plus expenses and GST.

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Results: 5 in Favour, 1 Opposed

Carried (5 to 1)

**Resolution CG20191022.010**

MOVED: by Councillor K. Rooyakkers

that Council implement a hiring freeze on vacant positions and grid movement for management staff until the Organization Review is complete.

Carried Unanimously

**Resolution CG20191022.011**

MOVED: by Councillor J. Bishop

that the following recommendations from the Service Capacity Review be dealt with as follows:

1. Hire an outside facilitator to undertake a strategic and tactical planning session to better define the current direction of the organization and provide a tool for monitoring performance by Council and Administration. This process should focus on the remaining 2 years of this Council’s term and outline the strategic priorities for the organization. Strategic planning should occur at the beginning of each newly-elected Council’s 4-year term. The CAO and all Directors should be included in the Strategic Planning process.

STATUS/DIRECTION: Completed

2. The decision-making process of Council needs to be refined with an improved Council agenda package. Currently, the agenda package is too detailed. The package
needs to be condensed with only the relevant material attached that is necessary to make an informed decision. Sample Request for Decision (RFD) templates were attached to the report.

STATUS/DIRECTION: Council is satisfied with the agenda packages and information provided; reduce where possible; however continue to include background information.

5. Minutes should be recorded without comment. The Minutes should not be verbatim, but should only record the specific directions/decisions of Council. See Alberta Municipal Affairs handbook for examples.

STATUS/DIRECTION: Implement immediately

9. Consider using a Consent Agenda for information items coming forward to Council.

STATUS/DIRECTION: Implement immediately

19. A Human Resource professional be recruited and assigned all responsibility for human resources, with the exception of payroll. This will ensure consistency in recruitment, performance appraisals and salary grid.

STATUS/DIRECTION: Be accepted in principle and discussed during the 2020 budget deliberations.

31. That the County review the current agreement for external planning support/services with the West Central Planning Agency and investigate opportunities for an increased level of service.

STATUS/DIRECTION: Review options prior to 2020 budget deliberations.

50. The role of the Assistant Director of Public Works is unclear. Clarify roles and responsibilities of leadership positions in the public works department to ensure clear lines of direction.

STATUS/DIRECTION: This should be looked at immediately and prepared / clarify role.

and further that administration provide timelines, completion, etc. for the remainder of the recommendations.

Carried Unanimously

4. DELEGATION - 10:30 A.M. - Eric Hofbauer, Director of Finance

A delegation consisting of Mr. Eric Hofbauer, Director of Finance, entered the meeting at 1:40 p.m.

4.1 3rd Quarter Budget Variance Analysis - Report

The 2019 Municipal Budget was approved at the May 17th, 2019 Planning and Development meeting (Resolution #PD20190517.026).

According to Interplan Action 1.3.3.1 states: "Provide budget variance and costing reports to Council and Directors".

Administration is providing Council with a preliminary Budget Variance report to September 30, 2019 where 75% of the budget should be used. 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 2019 year. Expenses are over budget at 80.03% for the 3rd quarter as the school requisition has been posted and that the County does not budget for property tax adjustments. This expense amounts to $244,075.44 year to date.
**Council and Legislative** - Expenses are slightly below target at 72.67% as Councillor mileage is at 53% and the RMA conference has yet to be expensed.

**General Administration:**

- Administration revenues are at 65.01%. The main reason for this is that the County invoice to NEPL for services rendered, has not been completed. There were some issues in converting the NEPL data set so that it will work with our analytics program. The issue has been resolved and the invoice will be completed in October.

- General Administration expenses are below budget at 73.58% for the first 9 months of the year. Insurance of $100k is still to be paid in November and the transfer from reserves for the efficiency review is still to be completed.

- Financial Management Revenue is below budget at 69.94%. 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 57.36% with accrued long-term debt interest still to be recorded.

- Assessment services revenue is at 53.42%. Tax certificate and title search fees are right on target, but 3rd quarter revenue from the designated industrial contract through the province was received in October.

- Assessment expenses are slightly above budget at 75.45% as other departments coded their time to Assessment for helping with folding and mailing tax notices.

- Information Services revenue is at 1.70% since most of the budgeted revenue is from reserve transfers and grant revenue for projects.

- Information Expenses are less than expected at 65.38% as a result of transfers to reserves being done at year end. Contracted services are under budget because the Asset Management Software implementation has taken longer than expected.

- The Communication Officers expenses are at 68.67%. Expenses are lower than budget as the Ambassador Information Session was less expensive than expected, and the fall newsletter and the Strategic Planning Sessions are still to be expensed.

- Building Maintenance revenue is at 1.67% as the only revenue budgeted is a yearend transfer from reserves that will cover major repairs of the buildings. Expenses are a little lower than projected at 60.11% as some building repair projects such as painting will be completed in the last quarter.

**Protective Services** - Protective Services revenue is below what is expected at 54.29%. Traffic fines are right on target at 76.16% however, a reserve transfer of $85,000 that will be completed at year end, is still outstanding.

Expenses of 63.76% are less than predicted as a result of a couple of factors. 1) Contract Services is lower than expected because of the enhanced policing position not being filled and 2) the crime analyst position was budgeted for in enhanced policing, but the expense is being recorded in salaries and benefits.

**By-law Enforcement and Animal Control** – By-law Enforcement revenue is more than double budget at 226.58%. This was a result of an unsightly premises clean up worth over $8000.00. Expenses are at 71.85% as equipment charges and communication costs are less than anticipated.

**Fire Services** - Revenue is at 56.21% due to transfers to reserves that are completed at year end. Expenses are only at 41.41% for the same reason. Included in these totals are the revenues and expenses associated with the County budgeting $300,000 to offset the costs of firefighting for its residents. Revenues are $210,786.50 and expenses are $322,271.79 to the end of September.

**Disaster Services** - Revenue is at 0.00% as transfers from deferred grants and from reserves for the monitoring wells at the old fire hall in Wetaskiwin, have yet to be done. Expenses are on the low end at 57.72% due to funds for a table-top exercise not being expended yet.
FCSS - Revenues are marginally lower than planned at 70.17% due to homemaking, special event and medical transportation revenue all being under budget. Expenses are less than expected at 66.16%. This is attributable to grants to organizations being at 59%, memberships and training that are still to be expensed in Q4.

Cemeteries - Expenses are at 42.28%. All grants to local cemeteries have been dispersed however, the transfer to reserves has not been completed and the invoice from the City of Wetaskiwin for the Memorial Cemetery has not been received.

Planning and Development - Revenue is at 64.18% with safety code permit revenue being $19,000 less than predicted at this time of the year. Expenses are below budget at 67.25% on account of legal consult not being required as much, and engineering fees not being accessed for the review of the off-site levy and road contribution policies.

Economic Development - Revenue is 0.00% 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 88.07% as the annual cost sharing agreement JEDI has been completed and the grants to the two Chambers of Commerce have been done.

ASB - Revenue is at 28.05% as the legislative funding grant revenue for the program was received in October. Sale of Services is at 308% because of vegetation management enforcement. Expenses are at 89.91%. Contracted services are 119.81% of budget which is also due to vegetation management enforcement.

Parks & Recreation - Parks revenue is at 38.89% as the grant revenue and reserve transfers are not recognized as revenue until the projects are finished. Also, firewood sales are less than budgeted and the County has not received the Argentia Beach annexation funds.

Park expenses are lower than budget at 62.77% as the firewood contract has not been fully expensed and insurance premiums will not be paid until November.

Recreation revenue is at 2.80%. Parks revenue is at 38.89% as the grant revenue and reserve transfers are not recognized as revenue until the projects are finished.

Recreation expenses are below budget at 37.84% due to the City of Wetaskiwin ($238,836.95) and the Town of Millet's (82,567.10) recreation grant payments being processed in the October 1st cheque run.

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 3rd Quarter Budget Variance Analysis to September 30, 2019 as information.

Resolution CG20191022.012
MOVED: by Councillor J. Bishop
that Council accept the 3rd Quarter Budget Variance Analysis to September 30, 2019 as information.

Carried Unanimously

4.2 Accounts Payable Cheque #138973 to Cheque #139361

Accounts Payable Cheque #138973 to Cheque #139361 (September 13 to October 15, 2019) report was presented to Council.

Administration recommended that Council accept the Accounts Payable Cheque #138973 to Cheque #139361 (September 13 to October 15, 2019) report as presented.

Resolution CG20191022.013
MOVED: by Councillor K. Rooyakkers
that Council accept the Accounts Payable Cheque #138973 to Cheque #139361 (September 13 to October 15, 2019) report as presented.

Carried Unanimously
Mr. Hofbauer left the meeting at 1:47 p.m.

10. **NEW BUSINESS**

10.1 Alberta Municipal Affairs-Municipal Indicators-Report

Correspondence was received from Gary Sandberg, Assistant Deputy Minister, Alberta Municipal Affairs, advising that in March 2018, the department announced they would be implementing a new performance measure for the ministry. Beginning with the 2019-22 business plan, the ministry will report the percentage of municipalities deemed to be "not at risk" based on 13 defined financial, governance and community indicators. Each indicator has a defined benchmark, and a municipality is deemed to be "not at risk" as long as it does not trigger on a defined number of indicators. As part of that information, then Deputy Minister Pickering indicated that the ministry was committed to supporting accountable, responsible and transparent local governments.

Administration recommended that the Municipal Indicators for 2018 as received from Alberta Municipal Affairs be accepted as information.

**Resolution CG20191022.014**

MOVED: by Councillor J. Bishop

that the Municipal Indicators for 2018 as received from Alberta Municipal Affairs be accepted as information.

Carried Unanimously

10.2 2019 Remembrance Day Wreaths-Report

In accordance with Grants to Organizations Policy 12.3.2, the County annually provides a $125.00 grant toward a wreath (or equivalent to a #24 Wreath) for Remembrance Day Services for various Legions located within the County.

In 2018, Council Members presented the Remembrance Day Wreaths at the following Legions:

- Alder Flats Legion- Councillor L. Seely
- Mulhurst Legion- Councillor B. Krahn
- Ma-Me-O Legion- Councillor K. Adair
- Wetaskiwin Legion- Councillor T. Van de Kraats and/or Councillor D. Woitt
- Millet Legion- Councillor J. Bishop
- Winfield Legion- Reeve K. Rooyakkers

(Ref. CG20181004.1027)

Options for Council's consideration:

- advise which Council Member will present the wreaths at the Mulhurst Legion, Ma-Me-O-Beach Legion, Wetaskiwin Legion and Millet Legion and that Councillor Division 7 and 6 will present at the Legions in their respective area.
- advise who would be able to present wreaths at the six (6) Legions for the Remembrance Day Services on behalf of the County of Wetaskiwin.

Administration recommended that Council advise which Council Member will present the Remembrance Day Wreaths at the various Legions located in the County of Wetaskiwin and surrounding communities.

**Resolution CG20191022.015**

MOVED: by Councillor L. Seely

that the following Council Members present the Remembrance Day Wreaths at the various Legions located in the County of Wetaskiwin and surrounding communities.

- Alder Flats Legion- Councillor L. Seely
- Mulhurst Legion- Councillor B. Krahn
10.3 SDAB Member Appointment-Report

Section 627 of the Municipal Government Act states the following regarding Appeal board establishment:

"627(1) A council must by bylaw
(a) establish a subdivision and development appeal board, or
(b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board,"

ByLaw 2018/07 is a by-law that established the formation of the Subdivision and Development Appeal Board; composition of the Board under Section 3 is as follows:

(a) The Appeal Board shall consist of:

i) five members from the general public who reside in the County of Wetaskiwin with a three member quorum; and shall be appointed by resolution of Council.

ii) The terms of the appointed general public members who reside in the County of Wetaskiwin shall include:

a. one member being appointed effective January 1 of the current year to serve a three year term that would expire December 31 (ie: January 1st, 2015 to December 31st, 2017)

b. two members being appointed January 1 previous of the current year and serving for a three year term to expire December 31 (ie: January 1st, 2014 to December 31st, 2016); and

c. two members being appointed January 1 of the preceding two year period of the current year and serving for a three year term to expire December 31 (ie: January 1st, 2013 to December 31st, 2015).

All subsequent appointments will be for a three year term.

iii) Each member will sit on the Appeal Board at Council's pleasure.

iv) Each member must receive training as outlined in the Development Appeal Board Regulation before they may sit in an appeal.

v) Each member must receive refresher training as outlined in the Development Appeal Board Regulation a minimum of every three (3) years.

(b) A vacancy on the Appeal Board may be filled by resolution of Council at any time.

(c) The employees of the West Central Planning Agency or of the County of Wetaskiwin shall not be appointed to the Subdivision and Development Appeal Board.

As per Strategy 1.3.2 of the County of Wetaskiwin Business Plan which states: "Require Subdivision and Development Appeal Board (SDAB) members to attend training initiatives as they become available"; the new SDAB members will be sent for training as it becomes available.

Current members are:

- Laurie Johnson (December 31, 2020)
- Chris Daniel (December 31, 2021)
- Rick Pries (December 31, 2021)
- Tim Hoogland (December 31, 2019)
Everett Matiko (December 31, 2019)

As per Strategy 1.3.2 of the County of Wetaskiwin Business Plan which states: "Require Subdivision and Development Appeal Board (SDAB) members to attend training initiatives as they become available"; SDAB members will be sent for training as it becomes available.

Correspondence was received from Everett Matiko who is requesting his term be renewed.

Options for Council's consideration include:

1. Appoint Everett Matiko, current SDAB member, for an additional three year term effective January 1st, 2020 to December 31st, 2022.
2. Advertise upcoming vacancy.

Administration recommended that Council appoint Everett Matiko, current SDAB member, for an additional three year term effective January 1st, 2020 to December 31st, 2022.

Resolution CG20191022.016
MOVED: by Councillor K. Adair
that Council appoint Everett Matiko, current SDAB member, for an additional three year term effective January 1st, 2020 to December 31st, 2022.

Carried Unanimously

10.4 Appointment of Members at Large-Parks and Open Space Strategy Report

At the June 6th, 2019 Council General meeting Council approved unanimously the scope of work for developing a long-range strategy for the continuous improvement of parks and open space areas and directed Administration to develop Terms of Reference for the Parks and Open Space Strategy Steering Committee. (Ref. Resolution #CG20190606.021)

The Terms of Reference was presented to Council at their regular meeting of June 24th, 2019; amended to state the Committee shall appoint the Chair from one of the appointed Council Members and the Vice Chair shall be appointed from the Members at Large and approve the budget as presented and allocate $4,046.00 from the Parks Unexpended Reserves to cover the initial costs of the Parks and Open Space Committee (Ref. Resolution #CG20190624.012)

At that meeting Council appointed Councillors D. Woitt, L. Seely and K. Adair to sit on the Parks and Open Space Steering Committee. (Ref. Resolution #CG20190624.013)

Administration advertised for members at large for the Committee. Four resumes were received and are attached for Council's review.

The four individuals who submitted resumes to sit on the Committee are Corey Anderson, Grace French, Gil Lechelt and Susan Kokas.

Options:

1. Council accept the resumes from Corey Anderson, Grace French, Gil Lechelt and Susan Kokas to sit on the Parks and Open Space Strategy Committee.
2. Council deny the resumes from Corey Anderson, Grace French, Gil Lechelt and Susan Kokas and direct Administration to re-advertise for potential members at large for the Parks and Open Space Strategy Committee.
Administration recommended that Council appoint Corey Anderson, Grace French, Gil Lechelt and Susan Kokas as Members at Large on the Parks and Open Space Strategy Committee.

Resolution CG20191022.017
MOVED: by Councillor B. Krahn

that Council appoint Corey Anderson, Grace French, Gil Lechelt and Susan Kokas as Members at Large on the Parks and Open Space Strategy Committee.

Carried Unanimously

10.5 Wetaskiwin Health Foundation-12th Annual Barn Dance-Report

Correspondence was received from the Wetaskiwin Health Foundation advising of the 12th Annual Barn Dance to be held at the Wetaskiwin Drill Hall on November 2, 2019.

Proceeds from this year’s dance will support their current campaign of upgrading the Laboratory and Emergency Department. This two year campaign will raise $1.26 million to support healthcare in Wetaskiwin. To date just over $300,000 has been raised.

Businesses and individuals are encouraged to consider sponsoring the event through donations of cash, silent and live auction items; or purchasing tickets to join the celebration.

Tickets can be purchased at the Health Foundation Office at the Wetaskiwin Hospital; donations can be dropped off there as well.

Tickets are $50/adult, $15/4-12 and free for children 3 and under. Doors open at 5:00 p.m.; Dinner starts at 6:00 p.m. with a Program and Live Auction at 7:00 p.m.; a Silent Auction from 5:00-9:00 p.m. and Entertainment from 8:00-11:30 p.m.

Last year’s Barn Dance was attended by Councillor D. Woitt.

Options for Council's consideration:
1. Approve the attendance of Councillors and Spouses to the 12th Annual Barn Dance;
2. Accept the Wetaskiwin Health Foundation's 12th Annual Barn Dance and request for donations as information and that personal donations can be made at the discretion of each individual.
3. Approve to support the Wetaskiwin Health Foundation's 12th Annual Barn Dance with a sponsorship, donation or gift as directed by Council.

Administration recommended that Council approve the attendance of Councillors and Spouses to attend the Wetaskiwin Health Foundation's 12th Annual Barn Dance on November 2, 2019 and accept the request for donations as information and that personal donations can be made at the discretion of each individual.

Resolution CG20191022.018
MOVED: by Councillor K. Rooyakkers

that Council approve the attendance of Reeve T. Van de Kraats and Guest to attend the Wetaskiwin Health Foundation's 12th Annual Barn Dance on November 2, 2019 and accept the request for donations as information and that personal donations can be made at the discretion of each individual.

Carried Unanimously

10.6 No Stone Left Alone November 2, 2019-Report

An email was received from Stacey & Alyssa Coughlan inviting the County of Wetaskiwin to join in the No Stone Left Alone on November 2, 2019. There will be a short ceremony at Diamond Jubilee Park beginning at 10:30 a.m. Following the ceremony, those in attendance are invited to make their way to one of Wetaskiwin’s two cemeteries to place poppies on the graves of over 470 veterans.
The Coughlan’s are requesting to know if anyone from the County will be in attendance and if the County would like to lay a wreath.

In 2018, Councillor Bishop placed a wreath and poppies on behalf of the County.

Administration recommended that Council advise who can attend the No Stone Left Alone on November 2, 2019 and approve the purchase of a wreath to place at the ceremony.

**Resolution CG20191022.019**

MOVED: by Councillor K. Rooyakkers

that Council approve the attendance of Reeve T. Van de Kraats at the No Stone Left Alone on November 2, 2019 and approve the purchase of a wreath to place at the ceremony.

Carried Unanimously

### 10.7 4th Annual Growing From Here-Ag-Food-Business Conference November 1, 2019-Report

The Leduc Regional Chamber of Commerce 4th Annual Growing from Here Conference will be held on November 1, 2019 from 7:30 a.m. to 1:00 p.m. at the Coast Nisku Inn Conference Centre.

Cost to attend the Conference is $75.00. Agenda items include:

- 7:30 am Registration + mini trade show
- Farm to Table Breakfast featuring local producers
- Minister of Agriculture & Forestry, Honourable Devin Dreeshen
- Alberta Agriculture & Forestry, "Support + Programs Overview"
- ecoenergy Waste Diversion, "Organic Waste: A New Perspective"
- G3,"From Farmer's Fields to Global Markets"
- Natural Fibre Technologies, "Hemp Industry 101"
- Federated Co-operatives, "Grown with Purpose-Sustainability for the Future"
- Lunch featuring 630 CHED’s, Ryan Jespersen on "Political Landscape Post-Election"

Council may consider the following options:

1. Accept the 4th Annual Growing from Here Conference as information.
2. Advise which Elected Official(s) are able to attend the 4th Annual Growing from Here Conference on November 1, 2019.

Administration recommended that Council advise which Elected Official(s) are able to attend the 4th Annual Growing from Here Conference on November 1, 2019.

**Resolution CG20191022.020**

MOVED: by Councillor K. Rooyakkers

that Council accept the 4th Annual Growing from Here Conference on November 1, 2019 as information.

Carried Unanimously

### 11. INFORMATION ITEMS

#### 11.1 Information Items to October 22, 2019-Report

The following information items are attached for Council’s review:

1. RMA Bulletins:
   a. October 4, 2019
b. October 11, 2019

2. News Release-Beefing up Supports for Alberta’s Ranchers

Administration recommended that Council accept the documents provided as information.

Resolution CG20191022.021
MOVED: by Councillor L. Seely
that Council accept the documents provided as information.

Carried Unanimously

12. **ADJOURN**

Resolution CG20191022.022
MOVED: by Councillor K. Rooyakkers
that the Council General meeting adjourn at 2:00 p.m.

Carried Unanimously

________________________________________
REEVE

________________________________________
CHIEF ADMINISTRATIVE OFFICER
Council Organizational Meeting

MINUTES

Tuesday, October 22, 2019, 9:00 AM
Council Chambers
County Administration Building

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

Absent
Councillor Dale Woitt

Staff Present
Rod Hawken, Chief Administrative Officer
Barb Wolter, Recording Secretary

1. INTRODUCTIONS

2. CALL TO ORDER

The Council Organizational Meeting for the County of Wetaskiwin No. 10 was called to order by Rod Hawken, CAO, in the Council Chambers, of the County of Wetaskiwin Administration Office, commencing at 9:02 a.m. on Tuesday, October 22, 2019.

3. APPROVAL OF AGENDA

Resolution CO20191022.001
MOVED: by Councillor K. Adair

to approve the agenda for the Council Organizational Meeting, Tuesday, October 22, 2019 as presented.

Carried Unanimously

4. NOMINATION FOR REEVE

4.1 2019/20 Nominations/Appointment of Reeve-Report

The Municipal Government Act, Statutes of Alberta 2000, Elections, Appointments and Ward System Section 152 states:

Division 2 Elections, Appointments & Ward System

Section 150 Election or appointment of chief elected official

150 (2) The chief elected official of a village, summer village or municipal district is to be appointed by council from among the councillors unless the council passes a bylaw providing that the official is to be elected by a vote of the electors of the municipality.
A Reeve may be chosen by general consensus of Council or Council has the option of filling out a secret ballot. If Council's consensus is to cast ballots, the following would be the process:

1. Each Councillor would be given a form with all the names of the Council members printed thereon and they were asked to place an 'X' beside their choice for nomination for Reeve.

At the Council Organizational meeting held October 16, 2018 Councillor T. Van de Kraats was nominated and declared Reeve at which time he read his Official Oath for Reeve.

Administration recommended that Council appoint a Reeve for the County of Wetaskiwin No. 10 for the 2019/2020 year.

**Resolution CO20191022.002**

MOVED: by Councillor B. Krahn

that T. Van de Kraats be nominated as Reeve for the County of Wetaskiwin No. 10 for the 2019/2020 year.

Carried Unanimously

**Resolution CO20191022.003**

MOVED: by Councillor K. Adair

that nominations for Reeve cease.

Carried Unanimously

Councillor T. Van de Kraats was declared Reeve for 2019/20.

### 5. NOMINATION FOR DEPUTY REEVE

#### 5.1 2019-20 Nominations – Appointment of Deputy Reeve - Report

The Municipal Government Act, Statutes of Alberta 2000, Elections, Appointments and Ward System Section 152 states:

"Deputy and acting chief elected officials

152(1) A council must appoint one or more councillors as deputy chief elected official so that

(a) only one councillor will hold that office at any one time, and

(b) the office will be filled at all times.

(2) A deputy chief elected official must act as the chief elected official

(a) when the chief elected official is unable to perform the duties of the chief elected official, or

(b) if the office of chief elected official is vacant."

At the Council Organizational meeting held October 18, 2018, Councillor J. Bishop was appointed by resolution #CO20181016.1005 for the 2018/2019 year as Deputy Reeve at which time he read his Official Oath for Deputy Reeve.

Administration recommended that Council appoint a Deputy Reeve for the County of Wetaskiwin No. 10 for the 2019/2020 year.

**Resolution CO20191022.004**

MOVED: by Councillor K. Rooyakkers

that Councillor J. Bishop be nominated as Deputy Reeve for the County of Wetaskiwin No. 10 for the 2019/2020 year.

Carried Unanimously
Resolution CO20191022.005
MOVED: by Councillor B. Krahn
that nominations for Deputy Reeve cease.

Carried Unanimously

Councillor J. Bishop was declared Deputy Reeve for 2019/20.

6. **OFFICIAL OATHS**

Official Oaths were taken by Reeve T. Van de Kraats and Deputy Reeve J. Bishop.

8. **NEW BUSINESS**

8.1 **2019-20 Returning Officer-Report**

The Local Authorities Election Act, Appointment of Returning Officer, Section 13(1) states; "An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act".

In the past the Assistant CAO has been appointed as Returning Officer.

At the Council Organizational meeting held October 16, 2018, Council appointed the Assistant CAO as Returning Officer for the 2017/2018 year.

(Resolution #CO20181016.1052)

Administration recommended that Council appoint the Assistant CAO as Returning Officer for the 2019/2020 year.

Resolution CO20191022.006
MOVED: by Councillor K. Rooyakkers

that Council appoint the Assistant CAO as Returning Officer for 2019/2020/2021.

Carried Unanimously

8.2 **2019-2020 Per Diem and Mileage Rate - Report**

Council historically approved to pay a per diem to Council and members of the following:

- Agricultural Service Board (ASB)
- Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)
- Appeal Board Members to hear appeals under the Agricultural Pests Act (APA) Section 14(5)
- Appeal Board Members to hear appeals under the Weed Control Act (WCA) Section 19(1),
- Composite Assessment Review Board (CARB) appeal hearings
- International Union of Operating Engineers Negotiation Committee,
- Local Assessment Review Board (LARB) appeal hearings
- Subdivision and Development Appeal Board (SDAB)

Expenses for mileage to approved attendance at conferences is to be determined annually at the Organizational meeting, with no limit to kilometres as per Subsistence and Travel Policy #12.2.7.

The Subdivision & Development Appeal Board appointed members are also the Appeal Board for any appeal hearings under the Weed Control Act and Alberta Pests Act.

At the Council Organizational meeting held October 16, 2018, Council approved per diem rates as follows:

- $180.00 per day
- $120.00 per half day
to be paid to Council and members of the above Boards/Committees.
(Ref. Resolution #CO20181016.1008)

At the December 4, 2018 meeting, Council approved that mileage be paid at $0.54 per kilometer.
(CO20181204.1019).

Administration recommends that Council approve a per diem in the amount of $180.00 per day and $120.00 per half day be paid to members of the:

- Agricultural Service Board (ASB)
- Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)
- Appeal Board Members to hear appeals under the Agricultural Pests Act (APA) Section 14(5)
- Appeal Board Members to hear appeals under the Weed Control Act (WCA) Section 19(1),
- Composite Assessment Review Board (CARB) appeal hearings
- International Union of Operating Engineers Negotiation Committee,
- Local Assessment Review Board (LARB) appeal hearings
- Subdivision and Development Appeal Board (SDAB)
- Parks & Open Space Committee (NEW)
- Recreation Facility Nodes Committee (NEW)

And that mileage be paid at $.54 per kilometer for the 2019/2020 year.

Resolution CO20191022.007
MOVED: by Councillor L. Seely

that Council approve a per diem in the amount of $180.00 per day and $120.00 per half day be paid to members of the:

- Agricultural Service Board (ASB)
- Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)
- Appeal Board Members to hear appeals under the Agricultural Pests Act (APA) Section 14(5)
- Appeal Board Members to hear appeals under the Weed Control Act (WCA) Section 19(1),
- Composite Assessment Review Board (CARB) appeal hearings
- International Union of Operating Engineers Negotiation Committee,
- Local Assessment Review Board (LARB) appeal hearings
- Subdivision and Development Appeal Board (SDAB)
- Parks & Open Space Committee
- Recreation Facility Nodes Committee

And that mileage be paid at $0.54 per for the 2019/2020 year; and further that Administration investigate and present other options at another meeting.

Carried Unanimously

9. **BOARD/COMMITTEE LISTING APPOINTMENTS**
9.1 Board & Committee Listing 2019/20 Member Appointment-Report

Council has the option of approving the appointed Reeve, Deputy Reeve, Board and Committee Members appointed at the October 16, 2018 Organizational meeting to remain status quo for the year 2019/2020; with exception of the following amendments, deletions and/or additions:

- New Committee(s) for 2019/2020 Year:
  - Parks & Open Space Committee (CG20190624.012) (3 Councillors-currently Councillors Woitt, Adair & Seely)
  - Recreation Facility Nodes Committee (CG20191008.007) (3 Councillors)

Council could also review each appointment individually as outlined in the agenda.

The following options are for Council's consideration:

1. Approve the 2019/2020 Board/Committee Listing as appointed at the October 16, 2018 Organizational meeting to remain status quo with the exception of the following additions:

2. New Committee(s) for 2019/2020 Year:
   - Parks & Open Space Committee (CG20190624.012) (3 Councillors-currently Councillors Woitt, Adair & Seely)
   - Recreation Facility Nodes Committee (CG20191008.007) (3 Councillors)

and the deletion of any unnecessary Boards/Committees.

1. Review each Board/Committee appointment as outlined on the agenda for 2019/2020.

Administration recommends that Council provide direction on the 2019/2020 Board/Committee Listing appointments.

Resolution CO20191022.008

MOVED: by Councillor K. Rooyakkers

that Council appoint each 2019/2020 Board/Committee Listing.

Carried Unanimously

10. BOARDS/SOCIETIES/AUTHORITIES

10.1 2019-20 Agricultural Service Board Appointment-Report

In accordance with Agricultural Service Board (ASB) Governance Policy #62.0.1, Subsection 3.1.1, the composition of the Service Board shall:

"By resolution, Council shall appoint three (3) Farm Members and four (4) Councillors to the Agricultural Service Board at the annual Council Organizational meeting."

At the Organizational meeting held October 16, 2018, Council appointed:

- Councillors K. Adair, L. Seely, J. Bishop and B. Krahn for the 2018/2019 year; and
- Farm Member Stephan Dewald (re-appointed) to represent the area from Range Road 250 east to County boundary (mainly Divisions 1 & 2) for a three-year term effective November 1, 2018 to October 31, 2021. (Ref. Resolution #CO20181016.1016)

The two other current Farm Members are:

- Mike Schmidt representing Highway 771 to Range Road 250 (Divisions 3, 4, & 5); expires October 31st, 2020 (Ref. Resolution #CO20171024.1002).
• Garth Parker representing the West County Boundary to Highway 771 (Division 6 & 7) expires October 31st, 2019. (Ref. Resolution #CO20161018.1004).

The Agricultural Service Board advertised for a representative for member whose term expires October 31st, 2019; and one application was received from Garth Parker.

Administration recommended that Council appoint four Council members for the 2019/2020 year and re-appoint Farm Member Garth Parker to represent the West County Boundary to Highway 771 (Division 6 & 7) for a three year term effective November 1st, 2019 to October 31st, 2022 to the Agricultural Service Board in accordance with Agricultural Service Board Governance Policy#62.0.1.

Resolution CO20191022.009

MOVED: by Councillor B. Krahn that Council appoint Councillors K. Rooyakkers, K. Adair, J. Bishop and B. Krahn for the 2019/2020 year and re-appoint Farm Member Garth Parker to represent West County Boundary to Highway 771 (Division 6 & 7) for a three year term effective November 1st, 2019 to October 31st, 2022 to the County of Wetaskiwin Agricultural Service Board in accordance with Agricultural Service Board Governance Policy#62.0.1.

Carried Unanimously


At the Council General meeting held April 17th, 2018, Council discussed changes to the Municipal Government Act regarding the changes made to the structure of the Establishment and Function of the Assessment Review Boards (ARB). Under Interpretation Section 453 states:

a. composite assessment review board (CARB) means a composite assessment review board established by a council under section 454(b) or jointly established by 2 or more councils under section 455;

b. local assessment review board (LARB) means a local assessment review board established by a council under section 454(a) or jointly established by 2 or more councils under section 455;

c. provincial member means a person appointed by the Minister under section 454.21(2);

The Assessment Review Board was established through Bylaw 2018/11. In accordance with the new Modernized MGA legislation Section 454.21(3) states:

"Unless an order of the Minister authorizes otherwise, the chair must not appoint more than one councillor to a panel".

At the Council General meeting held April 17th, 2018, Councillor L. Seely was appointed as Chair of the CARB and LARB to represent the County on both boards to hear respective assessment appeals. Councillor L. Seely has met the training requirements and his Certificate of Achievement is valid for three (3) years expiring in March 2020.

Council also appointed Mr. Everett Matiko who has a valid three (3) year certificate that will expire in 2021 and Mr. Don Proudlock who has a valid three (3) year certificate that will expire in 2019 to the CARB and LARB as Members at Large from the general public in accordance with the Modernized Municipal Government Act (MGA) Section 454.11 and 454.21 and Bylaw 2018/11.

(Ref. Resolution #CG20180417.1020, Resolution #CG20180417.1021 & Resolution #CG20180417.1022)

Administration recommended that Council accept the Assessment Review Boards - CARB & LARB appointments as information as Councillor L. Seely has the required training in accordance with the new Modernized Municipal Government Act and his Certificate of Achievement for ARB will expire in March of 2020.
Resolution CO20191022.010
MOVED: by Councillor K. Rooyakkers


Carried Unanimously

10.3 2019-20 County Library Board-Report

The County formed a Library Board which gives the authority for a Council to distribute funds received through taxation to the Societies that operate the individual libraries. The County, by By-law 2011/42, passed on various responsibilities to the Board under provisions in the Provincial Libraries Act.

The County Library Board consists of two Council members and the Assistant Chief Administrative Officer.

At the Council Organizational meeting held October 16, 2018, Councillor D. Woitt, Councillor B. Krahn and the Assistant Chief Administrative Officer were appointed to the County Library Board for the 2018/2019 year.

(Ref. Resolution #CO20181016.1022)

Administration recommended that Council appoint two Council members and the Assistant Chief Administrative Officer to the County Library Board for the 2019/2020 year.

Resolution CO20191022.011
MOVED: by Councillor K. Rooyakkers

that Council appoint Councillor B. Krahn, D. Woitt and the Assistant Chief Administrative Officer to the County Library Board for the 2019/2020 year.

Carried Unanimously

10.4 2019-20 Joint Economic Development Initiative-Report

The Joint Economic Development Initiative (JEDI) is a partnership between the County of Wetaskiwin and Town of Millet to promote industrial development throughout the entire region.

JEDI was initially formed between the City of Wetaskiwin, Town of Millet and County of Wetaskiwin. The JEDI Board Directors was formed with each respective municipality’s Reeve/Mayor and one Councillor. However the City of Wetaskiwin provided notice to terminate their membership to JEDI effective December 31st, 2017.

(Ref. Resolution #CG20170718.1013)

At the January 8th, 2018 JEDI Strategic Planning Session, Administration was directed to update the JEDI Foundational documents to increase the number of representatives from each municipality to a total of three each.

At the Council Organizational meeting held October 16, 2018 Council appointed Reeve T. Van de Kraats and Councillors K. Rooyakkers and J. Bishop to the Joint Economic Development Initiative (JEDI) Board of Directors and the Chief Administrative Officer (CAO) to the JEDI Management Committee to represent the County for the 2018/2019 year.

(Ref. Resolution #CO20181016.1048)

Administration recommended that Council appoint the Reeve and two Council members to the JEDI Board of Directors and the Chief Administrative Officer (CAO) to the JEDI Management Committee to represent the County for the 2019/2020 year.

Resolution CO20191022.012
MOVED: by Reeve T. Van de Kraats

that Council appoint Reeve T. Van de Kraats and Councillors L. Seely and J. Bishop to the JEDI Board of Directors and the Chief Administrative Officer (CAO) to the JEDI Management Committee to represent the County for the 2019/2020 year.
10.5 2019-20 Northeast Pigeon Lake Regional Services Commission-Report

The County of Wetaskiwin partnered with the Summer Villages of Itaska, Silver Beach, Golden Days, Argentia Beach to form the Northeast Pigeon Lake Regional Services Commission (NEPLRSC). NEPLRSC is a wastewater line that flows into a treatment facility (lagoon) at Mulhurst Bay that serves the residents on the north east side of Pigeon Lake.

The County is the Managing Partner for the NEPL management, operations and administrative support, however the Commission representatives prepare the budget as well manage the overall governance of NEPLRSC. There is one Councillor appointed as Council representation along with the Chief Administrative Officer.

At the Council Organizational meeting held October 16, 2018, Councillor D. Woitt was appointed to represent the County on the Northeast Pigeon Lake Regional Services Commission along with the Chief Administrative Officer for the 2018/2019 year.

(Ref. Resolution #CO20181016.1029)

Administration recommended that Council appoint a Council member to represent the County on the Northeast Pigeon Lake Regional Services Commission along with the Chief Administrative Officer for the 2019/2020 year.

Resolution CO20191022.013

MOVED: by Councillor K. Rooyakkers

that Council appoint Councillor D. Woitt to represent the County on the Northeast Pigeon Lake Regional Services Commission along with the Chief Administrative Officer for the 2019/2020 year.

Carried Unanimously

10.6 2019-20 South Pigeon Lake Regional Wastewater Commission-Report

The County of Wetaskiwin partnered with the Summer Villages of Norris Beach, Ma-Me-O Beach, Poplar Bay, Grandview and Crystal Springs to form the South Pigeon Lake Regional Wastewater Commission (SPLRWC). SPLRWC is a collection system that flows into a treatment facility (lagoon) at Mulhurst Bay that serves the residents on the south side of Pigeon Lake.

On April 10, 2018, the South Pigeon Lake Regional Wastewater Commission Regulation was proclaimed by the Lieutenant Governor in Council, hereby establishing the South Pigeon Lake Regional Wastewater Commission.

The Commission representatives prepare the budget as well manage the overall governance of SPLRWC. There is one Councillor appointed as Council representation along with the Chief Administrative Officer.

At the Council Organizational meeting held October 16, 2018, Councillor K. Adair was appointed to represent the County on the Pigeon Lake Regional Wastewater Planning Committee.

(Ref. Resolution #CO20181016.1034)

As the Planning Committee is no longer required; Councillor Adair attended the SPLRW Commission meetings on behalf of the County.

Administration recommended that Council appoint a Council member to represent the County on the South Pigeon Lake Regional Wastewater Commission along with the Chief Administrative Officer for the 2019/2020 year.

Resolution CO20191022.014

MOVED: by Councillor J. Bishop

that Council appoint Councillor K. Adair to represent the County on the South Pigeon Lake Regional Wastewater Commission along with the Chief Administrative Officer for the 2019/2020 year.
10.7 2019-20 Wetaskiwin & Area Lodge Authority-Report

The County of Wetaskiwin, City of Wetaskiwin, Town of Millet entered into an agreement which established a Seniors’ Lodge for all residents. The Board is responsible for Budget preparation, policy creation and oversee the Managing body.

In accordance with Alberta Housing and Urban Affairs, Ministerial Order 003/2009 - "Appendix" states; "that the management body shall be governed by a board, comprised of a maximum of six (6) members as follows and appointed in accordance with subsection (3):

a. three members of the board appointed by the County of Wetaskiwin from its municipal council;

b. two members of the board appointed by the City of Wetaskiwin from its municipal council; and

c. one member of the board appointed by the Town of Millet from its municipal council."

At the Council Organizational meeting held October 16, 2018, Council appointed Councillors K. Rooyakkers, K. Adair and B. Krahn to represent the County on the Wetaskiwin and Area Lodge Authority for the 2018/2019 year.

(Ref. Resolution #CO20181016.1040)

Administration recommended that Council appoint three Councillors to represent the County on the Wetaskiwin and Area Lodge Authority for the 2019/2020 year.

Resolution CO20191022.015

MOVED: by Reeve T. Van de Kraats

that Council appoint Councillors K. Rooyakkers, K. Adair and D. Woitt to represent the County on the Wetaskiwin and Area Lodge Authority for the 2019/2020 year.

Carried Unanimously

10.8 2019-20 Wetaskiwin Community Transportation Society-Report

The Wetaskiwin Community Transportation Society was formed when the Wetaskiwin Handivan Society ceased operations. The intent of this committee is to ensure there is a viable transportation system available and to review fund raising options as a means to create revenue.

There are two Council members appointed to the Wetaskiwin Community Transportation Society.

At the Council Organizational meeting held October 16, 2018 Council appointed Reeve T. Van de Kraats and Councillor B. Krahn to represent the County on the Wetaskiwin Community Transportation Society for the 2018/2019 year.

(Resolution #CO20181016.1050)

Administration recommends that Council appoint two Council members to represent the County on the Wetaskiwin Community Transportation Society for the 2019/2020 year.

Resolution CO20191022.016

MOVED: by Councillor K. Adair

that the appointment to the Wetaskiwin Community Transportation Society for the 2019/2020 year be tabled in order to inquire if the Society is still in operation.

Carried Unanimously

10.9 2019-20 Yellowhead Regional Library Board-Report

Along with the County Library Board, the Yellowhead Regional Library (YRL) provides centralized service to all the libraries in the region and acts as a central depository for
books that circulate monthly. The YRL is a co-operative library system providing high quality library service to both urban and rural residents through the sharing of material, resources and expertise.

There is one Council representative and one Councillor appointed as an alternate member to this Board.

At the Council Organizational meeting held October 16, 2018, Council appointed Councillor B. Krahn as primary member and Councillor D. Woitt as alternate member to represent the County on the Yellowhead Regional Library Board for the 2018/2019 year.

(Resolution #CO20181016.1045)

Administration recommends that Council appoint one Council member as primary and one Council member as alternate to represent the County on the Yellowhead Regional Library Board for the 2019/2020 year.

Resolution CO20191022.017

MOVED: by Councillor K. Adair

that Council appoint Councillor D. Woitt as primary and Councillor B. Krahn as alternate to represent the County on the Yellowhead Regional Library Board for the 2019/2020 year.

Carried Unanimously

11. NEW COMMITTEES FOR YEAR

11.1 2019-20 Recreation Facility Nodes Committee-Report

At the meeting of October 8, 2019, Council accepted the Terms of Reference for the "Recreation Facility Nodes Committee" as presented and further that the three (3) members from Council to sit on the "Recreation Facility Nodes Committee" be appointed at the Organizational Meeting to be held October 22, 2019.

(CG20191008.007)

Administration recommended that Council appoint 3 members to sit on the Recreation Facility Nodes Committee.

Resolution CO20191022.018

MOVED: by Councillor J. Bishop

that Council appoint Councillors K. Rooyakkers, J. Bishop and K. Adair to sit on the Recreation Facility Nodes Committee.

Carried Unanimously

12. INTERNAL COMMITTEES

12.1 2019-20 Emergency Advisory Committee Appointment- Report

At the September 1st, 2015 Council General meeting Council approved Bylaw 2015/46 for the purpose of establishing a Municipal Emergency Management Agency for the County of Wetaskiwin.

(Ref. Resolution #CG20150901.1016)

In accordance with the Bylaw 2015/46 - Municipal Emergency Management Agency under Section 4 states:

"The Emergency Advisory Committee shall consist of two (2) Council Members, the Director of Emergency Management, and the Deputy Director of Emergency Management."

At the Organizational meeting held October 16th, 2018 Council appointed Councillors J. Bishop and K. Adair to the Emergency Advisory Committee along with the Director of Emergency Services as Director of Emergency Management and CAO as the Deputy Director of Emergency Management for the 2018/2019 year.
Administration recommends that Council appoint two Council members to the Emergency Advisory Committee along with the Director of Emergency Services as Director of Emergency Management and CAO as the Deputy Director of Emergency Management for the 2019/2020 year.

**Resolution CO20191022.019**

MOVED: by Councillor K. Rooyakkers

that Council appoint Councillors J. Bishop and K. Adair to the Emergency Advisory Committee along with the Director of Emergency Services as Director of Emergency Management and CAO as the Deputy Director of Emergency Management for the 2019/2020 year.

Carried Unanimously

### 12.2 2019-20 Fire Guardians-Report

Each year, the County of Wetaskiwin Fire and Disaster Services Department holds a Fire Guardian Orientation for Council and appointed Guardians as approved by Council to issue fire permits.

All Council members and the Director of Agricultural Services are appointed as Fire Guardians for the County.

At the Council Organizational meeting held October 16, 2018, all Councillors and the Director of Agricultural Services were appointed as Fire Guardians for the 2018/2019 year.

(Ref. Resolution #CO20181016.1024)

Administration recommends that Council appoint all Councillors and the Director of Agricultural Services as Fire Guardians for the 2019/2020 year.

**Resolution CO20191022.020**

MOVED: by Councillor K. Rooyakkers

that Council appoint all Councillors and the Director of Agricultural Services as Fire Guardians for the 2019/20 year.

Carried Unanimously

### 12.3 2019-20 Health & Safety Committee Appointment -Report

Alberta Occupational Health and Safety Legislation along with the Criminal Code of Canada implemented a change in legislation that placed greater responsibility and accountability on employers for safe work practices.

The County of Wetaskiwin's Health and Safety Committee was formed to ensure all policies relating to safety and safe work practices are implemented and adhered to and to provide general guidance to the Health and Safety Program.

There are two Council representatives that sit on the committee as well as Staff appointed by the CAO.

Staff members have been the Director of Emergency Services, Emergency Services Administrative Assistant, Assistant Director of Public Works and two Public Works Personnel (2 Equipment Operators representing the east and west end of the County).

At the Organizational meeting held October 16, 2018 Councillors L. Seely and K. Adair were appointed to the County of Wetaskiwin Health & Safety Committee for the 2018/2019 year.

(Ref. Resolution CO20181016.1010)

Administration recommended Council appoint two Council members to the County of Wetaskiwin Health & Safety Committee for the 2019/2020 year.

**Resolution CO20191022.021**

MOVED: by Councillor J. Bishop

Carried Unanimously

12.4 2019-20 International Union of Operating Engineers (IUOE) - Labour Management Committee Appointment - Report

At the Council for Public Works meeting held May 19th, 2015 Council appointed the Chief Administrative Officer, Director of Public Works and Director of Agricultural Services as the required three representatives to the International Union of Operating Engineers (IUOE) Local 955 - Labour Management Committee in accordance with Article 5 of the IUOE Collective Agreement.

(Ref. Resolution #PW20150519.1014)

There is no Council representative appointed to this committee.

At the Organizational meeting held October 16, 2018 Council appointed the Chief Administrative Officer, Director of Public Works and Director of Agricultural Services as the required three representatives to the IUOE - Labour Management Committee for the 2018/2019 year (Ref. Resolution #CO20181016.1011).

Administration recommended that Council appoint the Chief Administrative Officer, Director of Public Works and Director of Agricultural Services as the required three representatives to the IUOE - Labour Management Committee to the Committee/Board Member appointments and authorities for the 2019/2020 year.

Resolution CO20191022.022

MOVED: by Councillor K. Adair

that Council appoint the Chief Administrative Officer, Director of Public Works and Director of Agricultural Services as the required three representatives to the IUOE - Labour Management Committee to the Committee/Board Member appointments and authorities for the term of the IUOE Contract.

Carried Unanimously

12.5 2019-2020 Road Protection Committee - Report

The Road Protection Committee (formerly referred to as Highway Protection Committee) was formed in conjunction with By-law 2014/21 for road protection and traffic control within the County of Wetaskiwin.

In accordance with the By-law 2014/21 under Section 2.25 states; "Road Protection Committee“ means a Committee comprised of the Reeve, Chief Administrative Officer and Director of Public Works."

At the Organizational meeting held October 16, 2018, Council appointed the Reeve, Chief Administrative Officer and Director of Public Works to the Road Protection Committee in accordance with By-law 2014/21 for the 2018/2019 year.

Administration recommended that Council appoint the Reeve, Chief Administrative Officer and Director of Public Works to the Road Protection Committee in accordance with By-law 2014/21 for the 2019/2020 year.

Resolution CO20191022.023

MOVED: by Councillor K. Rooyakkers

that Council appoint the Reeve, Chief Administrative Officer and Director of Public Works to the Road Protection Committee in accordance with By-law 2014/21 for the 2019/2020 year.

Carried Unanimously

12.6 2019-20 Zone 1 & 5 Recreation Committee - Report

The Council of the County of Wetaskiwin No. 10 approved "Guidelines for Recreation Funding for Zone 1 & 5 Policy #7102" for the purpose of being cognizant on the
importance of providing funds to the various County Recreation Zones to be utilized for appropriate recreation project(s). Subsequently the County allocates funds annually for Recreation Zones 1 (Wetaskiwin & Area) & 5 (Millet & Area). The Policy is a measure of providing a fair and equitable set of guidelines for the distribution of Recreation funds through the County Recreation Zones.

The Zone 1 and 5 Recreation Committee is established to review and approve funding applications received from various non-profit organizations within the constituency boundaries of Divisions 1 to 4 as the boundary for Zone 1 and 5 Recreation affects their divisions.

Once the Committee approves the requests, Administration presents all application requests to Council for final review and approval.

At the Council Organizational meeting held October 24, 2017, Council approved a new structure to the Zone 1 & 5 Recreation Zone Committee and appointed Councillors from Division 1, 2 & 3 to represent Recreation Zone 1 along with the Director of Leisure & Community Services for the 2017/2018 year.

(Ref. Resolution CO20171024.1023)

At the Organizational meeting held October 16, 2018 Council appointed Councillors in Division 1, 2 & 3 to represent Recreation Zone 1 and Councillors in Division 2, 3 & 4 to represent Recreation Zone 5 along with the Director of Leisure & Community Services for the 2018/2019 year.

(Ref. Resolution CO20181016.1013)

Administration recommended that Council appoint Councillors from Division 1, 2 & 3 to represent Recreation Zone 1 and Councillors from Division 2, 3 & 4 to represent Recreation Zone 5 along with the Director of Leisure & Community Services for the 2019/2020 year.

Resolution CO20191022.024
MOVE: by Councillor K. Rooyakkers

that Council appoint Councillors from Division 1, 2 & 3 to represent Recreation Zone 1 and Councillors from Division 2, 3 & 4 to represent Recreation Zone 5 along with the Director of Leisure & Community Services for the 2019/2020 year.

Carried Unanimously

12.7 2019-20 International Union of Operating Engineers (IUOE) Negotiating Committee-Report

The International Union of Operating Engineers (IUOE) Negotiating Committee is a committee to maintain and improve harmonious relations and settle conditions of employment between the County and the Union and to provide an amicable method of settling disputes.

The current IUOE Agreement is for a three year term effective January 1st, 2018 to December 31st, 2020.

There are three Council representatives required for the IUOE Negotiating Committee.

At the Council Organizational meeting held October 16, 2018, Councillors L. Seely, K. Adair and J. Bishop were appointed to the International Union of Operating Engineers, Local Union No. 955 Negotiations Committee for the 2017/2018 year.

(Ref. Resolution #CO20181016.1027)

Administration recommended that Council appoint three Council members to the International Union of Operating Engineers, Local Union No. 955 Negotiations Committee for the 2019/2020 year.

Resolution CO20191022.025
MOVE: by Councillor K. Rooyakkers

12.8 2019-20 Land Use Bylaw / Municipal Development Plan Review Committee-Report

The Land Use By-law/Municipal Development Plan Review Committee was formed to provide continuity between the Land Use By-law and the Municipal Development Plan. The Land Use By-law provides for the governance and restrictions for planning in the County of Wetaskiwin and the Municipal Development Plan provides for a planning guideline.

The Reeve should represent Land Use By-law/Municipal Development Plan review Committee along with two Council members for a total of three members.

At the Council Organizational meeting held October 24th, 2017, Reeve T. Van de Kraats and Councillors K. Rooyakkers and J. Bishop were appointed to the Land Use By-law/Municipal Development Plan Review Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1028)

Administration recommended that Council appoint the Reeve and two Council members to the Land Use By-law/Municipal Development Plan Review Committee for the 2019/20 year.

Resolution CO20191022.026

MOVED: by Councillor K. Rooyakkers

that Council appoint Councillors D. Woitt, J. Bishop and K. Rooyakkers to the Land Use By-law/Municipal Development Plan Review Committee for the 2019/20 year.

Carried Unanimously

13. EXTERNAL COMMITTEES


At the Council General meeting held September 20th, 2011 Council reviewed the City of Wetaskiwin's newly established "Ad Hoc 5 Council Collaboration Committee". The Committee's objective is to identify areas of collaboration as well as opportunities for future collaboration between the City of Wetaskiwin and the four Maskwachis communities and to identify potential barriers for future relationship agreements and propose solutions. The Committee's hopes are to lay a foundation for future communication and opportunity identification. The Committee Structure is as follows:

- 1 City of Wetaskiwin Alderman.
- 1 County of Wetaskiwin Councillor
- 1 Elected representative from Erminskin Cree Nation.
- 1 Elected representative from Samson Cree Nation.
- 1 Elected representative from Louis Bull Cree Nation.
- 1 Elected representative from Montana Cree Nation.
- 1 Elder from the Maskwachis area to represent the joint area as a whole.

One County Council member is appointed to this Committee as representative for the County of Wetaskiwin. Meetings are typically held at the City of Wetaskiwin meeting room and the City of Wetaskiwin Alderman will call the meetings.

(Ref. Resolution #CG20110920.1010).

At the Council Organizational meeting held October 16, 2018 Councillor D. Woitt was appointed to represent the County of Wetaskiwin on the Ad-Hoc 5 Council Collaboration Committee for the 2018/2019 year.

(Ref Resolution CG20181016.1015)
Administration recommended that a Councillor be appointed as the County representative to the Ad-Hoc 5 Council Collaboration Committee for the 2019/2020 year.

Resolution CO20191022.027
MOVED: by Councillor K. Adair

that Council appoint Councillor D. Woitt as the County representative to the Ad-Hoc 5 Council Collaboration Committee for the year 2019/2020.

Carried Unanimously

13.2 2019-2020 Alliance of Pigeon Lake Municipalities Appointment - Report
At the Council General meeting held March 13th, 2018, Council resolved for the County of Wetaskiwin to re-join the Alliance of Pigeon Lake Municipalities (APLM), approved APLM’s Guiding Principles and the Terms of Reference for Committees. At that time, Reeve K. Rooyakkers was appointed to represent the County and attend meetings and that APLM be added to the 2018 Organizational meeting (Ref. Resolution CG20180313.1024).

There is one Council member appointed to this Committee.

At the Organizational meeting held October 16th, 2018 Councillor K. Rooyakkers was appointed to represent the County of Wetaskiwin at the APLM Committee for the 2018/2019 year.

Administration recommended that Council appoint a Council Member to represent the County of Wetaskiwin on the Alliance of Pigeon Lake Municipalities Committee for 2019/2020.

Resolution CO20191022.08
MOVED: by Councillor J. Bishop

that Council appoint Councillor K. Rooyakkers to represent the County of Wetaskiwin on the Alliance of Pigeon Lake Municipalities Committee for 2019/2020.

Carried Unanimously

The Battle Lake Watershed Synergy Group is comprised of local residents, oil companies, Alberta Energy Regulator (AER) all involved in the protection of the Battle Lake watershed from development, in particular the effects of oil and gas development, which is a concern for many residents living in the Battle Lake area.

Their mission is to provide an effective and proactive forum to allow Community, Industry and Government to communicate and share information respectfully and cooperatively, to aid in an integrated approach to developing and planning oil and gas activity in a manner that protects and preserves the Battle Lake Watershed.

At the Council Organizational meeting held October 16, 2019, Councillor D. Woitt, Division 3 was appointed as the primary and Councillor K. Rooyakkers was appointed as alternate to the Battle Lake Watershed Synergy Group for 2018/2019.

(Ref. Resolution #CO20181016.1020)

Administration recommended that Council appoint a primary and alternate member to represent the County on the Battle Lake Watershed Synergy Group.

Resolution CO20191022.029
MOVED: by Councillor K. Adair

that Council appoint Councillor D. Woitt as primary and Councillor K. Rooyakkers as alternate member to represent the County on the Battle Lake Watershed Synergy Group.

Carried Unanimously
13.4 2019-20 Central Alberta Economic Partnership (CAEP)-Report

At the April 6th, 2004 Council General meeting Council approved to become a member of the Central Alberta Economic Partnership (CAEP) (Ref Page 2004/73C).

The Town of Millet, City of Wetaskiwin and County of Wetaskiwin have a Joint Economic Development Initiative (JEDI) agreement in place and CAEP is an integral part of the services that JEDI provides. However the City of Wetaskiwin provided notice to terminate their membership to JEDI effective December 31st, 2017.

CAEP is a partnership of municipalities from the Central Alberta Region and is funded by member municipalities. CAEP is the first regional economic development alliance in Alberta and is a model for collaborative community economic development. CAEP is vital to the continued diversification of Central Alberta’s economy, and their work ensures regional success in the global market.

CAEP’s mission is to enhance sustainable economic prosperity across Central Alberta by facilitating the collaboration between communities, business and government and provide tools to assist member communities in economic development.

The County of Wetaskiwin pays an annual membership fee to CAEP on a per capita basis.

There is one Council representative appointed as primary and one Council representative as alternate to CAEP.

At the Council Organizational meeting held October 16, 2018, Councillor L. Seely was appointed as primary and Councillor K. Rooyakkers as alternate to represent the County of Wetaskiwin to the Central Alberta Economic Partnership (CAEP) for the 2018/19 year.

(Resolution No. CO20181016.1021)

Administration recommended that Council appoint a Council member as primary and a Council member as alternate to represent the County on the Central Alberta Economic Partnership (CAEP) for the 2019/2020 year.

Resolution CO20191022.030

MOVED: by Councillor K. Rooyakkers

that Council appoint Councillor L. Seely as primary and Councillor D. Woitt as alternate to represent the County on the Central Alberta Economic Partnership (CAEP) for the 2019/2020 year.

Carried Unanimously

13.5 2019-20 Central Mayors’ & Reeves’ Committee Appointment - Report

The Town of Eckville is the managing municipality that hosts the Central Alberta Mayors’ & Reeves’ meetings four (4) times a year, typically held in Red Deer. The County of Wetaskiwin pays an annual membership fee of $100.00, however, in 2018 the membership fee was waived for the Central Alberta municipalities due to a surplus in revenue.

Council appointed the Reeve as primary member and Deputy Reeve as alternate member to represent the County at the Central Alberta Mayors’ and Reeves' meetings.

The Alberta Urban Municipalities Association (AUMA) represents urban municipalities including cities, towns, villages, summer villages and specialized municipalities. AUMA zones are divided by north and south latitude. In 1984 the Central Alberta Mayors was established by Doug Fee, Mayor of Innisfail as he was a member of AUMA and wanted an avenue to meet with the Mayors in the central region and would schedule meetings four (4) times a year. When Mr. Fee was no longer Mayor of Innisfail, Lou Soppitt, Mayor of Rocky Mountain House took on the duties until he was no longer Mayor. The Town of Rocky Mountain House expanded the central meetings to include Reeves from central municipalities to one out of the 4 annual meetings. The Town of Eckville has since been the managing municipality and Mayor Helen Posti expanded all
four annual meetings to include both Mayors and Reeves from the Central region. The meetings are limited to one representative from each member municipality.

At the Organizational meeting held October 16th, 2018 Reeve T. Van de Kraats was appointed as primary and Deputy Reeve J. Bishop appointed as alternate to represent the County at the Central Alberta Mayors' and Reeves' meetings.

(Ref. Resolution CO20181016.1051)

Administration recommended that the Reeve and Deputy Reeve be appointed to represent the County of Wetaskiwin at the Central Alberta Mayors' and Reeves' meetings for the 2019/2020 year.

Resolution CO20191022.031
MOVED: by Councillor K. Rooyakkers

that the Reeve and Deputy Reeve be appointed to represent the County of Wetaskiwin at the Central Alberta Mayors’ and Reeves’ meetings for the 2019/2020 year.

Carried Unanimously

13.6 2019-20 County School Committee-Report

At the Council General meeting held April 1st, 2014 Council discussed a request from the Wetaskiwin Regional Public School Board requesting if the Reeve and two Council members would meet with their Committee to discuss various issues. At that time Council approved the formation of a County School Committee and appointed the Reeve and two Councillors to represent the County of Wetaskiwin.

(Ref. Resolution #CG20140401.1031)

At the Council Organizational meeting held October 16, 2018, Council appointed Reeve T. Van de Kraats and Councillors B. Krahn and J. Bishop to represent the County of Wetaskiwin on the County School Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1023)

Administration recommended that Council appoint the Reeve and two Council members to represent the County on the County School Committee for the 2019/2020 year.

Resolution CO20191022.032
MOVED: by Councillor B. Krahn

that Council appoint Reeve T. Van de Kraats and Councillors B. Krahn and D. Woitt to represent the County on the School Committee for the 2019/2020 year.

Carried Unanimously


At the Council General meeting held February 3rd, 2015 Council approved to participate as a Committee Member on the Friends of the Reynolds-Alberta Museum Society.

(Ref. Resolution #CG20150203.1025).

There is one Council member appointed to this Committee.

At the Council Organizational meeting held October 16, 2018, Councillor K. Adair was appointed to represent the County of Wetaskiwin on the Friends of the Reynolds-Alberta Museum Society Board for the 2018/2019 year.

(Ref. Resolution #CO20181016.1025)

Administration recommended that Council appoint a Council Member to represent the County on the Friends of the Reynolds-Alberta Museum Society for the 2019/2020 year.
Resolution CO20191022.033
MOVED: by Reeve T. Van de Kraats

that Council appoint Councillor K. Adair to represent the County on the Friends of the Reynolds-Alberta Museum Society for the 2019/2020 year.

Carried Unanimously


At the Council for Planning and Economic Development meetings held August 10, 2017 and October 12, 2017, Council provided three readings for the Intermunicipal Development Plans (IDPs) between the County of Wetaskiwin and the Town of Millet, Camrose County, and Ponoka County respectively.

(Ref. Resolution #PD20170810.1017, #PD20171012.1014, & #PD20171012.1018)

With the enactment of the IDPs between the County of Wetaskiwin and the aforementioned municipalities, the creation of recommendation bodies known as Intermunicipal Committees for each IDP has occurred. Regarding the Intermunicipal Committees, they will meet on an as required basis to develop recommendations to the respective Municipal Councils of strategic direction and cooperation affecting residents of the respective municipalities, except on matters where other current operating structures are operating successfully as they relate to the IDPs, as well as the Intermunicipal Collaboration Frameworks (ICFs) that will be required to be enacted between the County of Wetaskiwin, the aforementioned municipalities where an IDP has been created, and all adjacent municipalities that will also require IDPs and ICFs to be established with two years of the Modernized Municipal Government Act (MMGA) being proclaimed.

At the Council Organizational meeting held October 16, 2018, Councillors K. Rooyakkers, L. Seely and B. Krahn were appointed to serve on the Intermunicipal Committees for the 2018/2019 year, and that two (2) appointed members will be determined at the time in which the Intermunicipal Committee between the County and respective municipalities schedule to meet.

(Ref. Resolution #CO20171024.1026)

The Intermunicipal Committee requires three (3) appointed elected officials.

Administration recommended that Council appoint three (3) Council members as County representatives to the Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Committee for the 2019/2020 year.

Resolution CO20191022.034
MOVED: by Reeve T. Van de Kraats

that Council appoint Councillors K. Rooyakkers, L. Seely and D. Woidt as County representatives to the Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Committee for the 2019/2020 year.

Carried Unanimously

13.9 2019-20 Joint City/County Committee-Report

The County of Wetaskiwin and City of Wetaskiwin have many joint agreements that need to be reviewed from time to time. The Joint City/County Committee was formed as a means to discuss other issues or concerns that may arise as well as review the joint agreements as needed.

The Reeve, two Council members along with the Chief Administrative Officer should be appointed to represent the County on the Joint City/County Committee.

At the Council Organizational meeting held October 16, 2018, Council appointed Reeve T. Van de Kraats, Councillors K. Adair and K. Rooyakkers along with the Chief Administrative Officer to represent the County on the Joint City of Wetaskiwin/County of Wetaskiwin Committee for the 2018/2019 year.
Administration recommends that. Administration recommended that Council appoint the Reeve, two Council members along with the Chief Administrative Officer to represent the County on the Joint City of Wetaskiwin/County of Wetaskiwin Committee for the 2019/2020 year.

Resolution CO20191022.035
MOVED: by Councillor L. Seely

that Council appoint Reeve T. Van de Kraats, and Councillors K. Adair and K. Rooyakkers along with the Chief Administrative Officer to represent the County on the Joint City of Wetaskiwin/County of Wetaskiwin Committee for the 2019/2020 year.

Carried Unanimously

13.10 2019-20 Joint County-Town of Millet Committee-Report

The County of Wetaskiwin and Town of Millet have joint agreements that need to be reviewed from time to time. The Joint County/Town Committee was formed as a means to discuss other issues or concerns that may arise as well as review the joint agreements as needed.

The Reeve, two Council members and the Chief Administrative Officer are appointed to represent the County on the Joint County/Town of Millet Committee.

At the Council Organizational meeting held October 16, 2018 Council appointed Reeve T. Van de Kraats, Councillors K. Rooyakkers and J. Bishop along with the Chief Administrative Officer to represent the County on the Joint County/Town of Millet Committee for the 2018/2019 year.

(Resolution #CO20181016.1047)

Administration recommended that Council appoint the Reeve and two Council members along with the Chief Administrative Officer to represent the County on the Joint County/Town of Millet Committee for the 2019/2020 year.

Resolution CO20191022.036
MOVED: by Councillor K. Adair

that Council appoint Reeve T. Van de Kraats and Councillors J. Bishop and K. Rooyakkers along with the Chief Administrative Officer to represent the County on the Joint County/Town of Millet Committee for the 2019/2020 year.

Carried Unanimously

13.11 2019-20 Leduc-Wetaskiwin Regional Chamber of Commerce-Report

The Leduc-Wetaskiwin Regional Chamber of Commerce promotes commercial, industrial, social, and civic interest in the community. The County provides funding to the Chamber and the appointed member attends their meetings. In 2018, the Leduc Chamber of Commerce and Wetaskiwin Chamber of Commerce amalgamated.

The County of Wetaskiwin has one Council member appointed to the Leduc-Wetaskiwin Regional Chamber of Commerce.

At the Council Organizational meeting held October 16, 2018, Councillor D. Woitt was appointed to represent the County on the Wetaskiwin Regional Chamber of Commerce for the 2018/2019 year.

(Resolution #CO20181016.1042)

Administration recommended that Council appoint one Council member to represent the County on the Leduc-Wetaskiwin Regional Chamber of Commerce for the 2019/2020 year.

Resolution CO20191022.037
MOVED: by Councillor K. Adair
that Council appoint Councillor D. Wolt to represent the County on the Leduc-Wetaskiwin Regional Chamber of Commerce for the 2019/2020 year.

Carried Unanimously

13.12 2019-20 North Saskatchewan Headwaters Municipal Partnership Committee-Report

At the Council General meeting held July 15th, 2014 Council discussed information that the North Saskatchewan Watershed Alliance was breaking into twelve sub-watershed committees. These twelve sub-watershed committees will be titled the Headwaters Municipal Partnership and will include members from Brazeau County, Clearwater County, Leduc County, City of Devon, City of Drayton Valley, City of Rocky Mountain House and the County of Wetaskiwin. The goal of the sub-watershed committees is to encourage municipalities to work together in land planning and land management related to water management. It is a non-profit society that is watershed planning advisory committee for the Province in the North Saskatchewan Watershed basin.

The North Saskatchewan watershed falls within Division 6 and 7.

At the Council Organizational meeting held October 16, 2018, Councillor L. Seely was appointed to represent the County on the North Saskatchewan Headwaters Municipal Partnership Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1030)

Administration recommended that Council appoint a Council member to represent the County on the North Saskatchewan Headwaters Municipal Partnership Committee for the 2019/2020 year.

Resolution CO20191022.038

MOVED: by Councillor K. Rooyakkers

that Council appoint a Councillor L. Seely to represent the County on the North Saskatchewan Headwaters Municipal Partnership Committee for the 2019/2020 year

Carried Unanimously

13.13 2019-20 Parks & Open Space Committee-Report

At the meeting of June 24, 2019, Council approved the Terms of Reference for the Parks & Open Space Committee, with membership as follows:

Voting Members:
- Three (3) elected officials
- Four (4) members at large who reside in the County of Wetaskiwin

Non-Voting Members:
- Director of Leisure & Community Services
- County Administration Support

The duration of the Parks and Open Space Strategy is estimated to be completed within 18 months from the start of the project. There will be approximately 6 meetings that will follow each of the six stages, each meeting will be maximum of 4 hours (1/2 day). The meetings are outlined below:

Stage 1: Preparation of brief/scoping study
Stage 2: Context review
Stage 3: Understand the supply
Stage 4: Understand demands and needs
Stage 5: Analyze and identify issues and objectives
Stage 6: Prepare strategy and action plan

If additional meetings are required and or the completion date has been extended, the committee will submit a request to County of Wetaskiwin Council for an extension.

At that time, Council appointed Councillors D. Woitt, L. Seely and K. Adair to sit on the Parks & Open Space Steering Committee.

Administration recommended that Council appoint three Councillors to sit on the Parks & Open Space Steering Committee.

Resolution CO20191022.039
MOVED: by Councillor J. Bishop
that Council appoint Councillors L. Seely, D. Woitt and K. Adair to the Parks & Open Space Steering Committee.

Carried Unanimously

13.14 2019-20 Pe Sakastew Centre-Citizens Advisory Committee-Report

The Pe Sakastew Centre is a minimum security institution, focusing on Aboriginal cultural and healing. Pe Sakastew provides key support and healing to Aboriginal offenders prior to their release into the community.

At the Council General meeting held April 6th, 2010, Council approved to appoint a Council member and an alternate Council member to represent the County of Wetaskiwin on the Pe Sakastew Centre - Citizens' Advisory Committee (CAC).

(Ref. Resolution #CG20100406.1018).

The mission of the Citizen's Advisory Committee is a voluntary participation in the Canadian Federal Correctional process who contribute to the protection of society by actively interacting with staff of the Correctional Service of Canada, the public and offenders, providing impartial advise and recommendations, thereby contributing to the quality of the correctional process.

At the Council General meeting held February 4th, 2014 Council discussed appointing only one representative to the Pe Sakastew Centre - Citizen Advisory Committee.

(Ref. Resolution #CG20140204.1016)

At the Council Organizational meeting held October 16, 2018, Councillor B. Krahn was appointed to represent the County on the Pe Sakastew Centre - Citizens Advisory Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1031)

Administration recommended that Council appoint a Council member to represent the County on the Pe Sakastew Centre - Citizens Advisory Committee for the 2019/2020 year.

Resolution CO20191022.040
MOVED: by Councillor L. Seely
that Council appoint Councillor B. Krahn to represent the County on the Pe Sakastew Centre - Citizens Advisory Committee for the 2019/2020 year.

Carried Unanimously

13.15 2019-20 Peaceful Valley Advisory Committee-Report

At the Council General meeting held December 17th, 2013 Council discussed an invitation from the Peaceful Valley Advisory Committee inviting the County of Wetaskiwin to be a member of their advisory committee. The Peaceful Valley
Provincial Recreation Area and Day Use Lodge is located in Division 6 just south of Highway 13 along Highway 771 and is dedicated to serving seniors, the handicapped and terminally ill persons.

(Ref. Resolution No. CG20131217.1017)

At the Council Organizational meeting held October 16, 2018 Council appointed the Division 6 Councillor K. Rooyakkers to the Peaceful Valley Advisory Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1032)

Administration recommended that Council appoint the Division 6 Councillor to the Peaceful Valley Advisory Committee for the 2019/2020 year.

Resolution CO20191022.041
MOVED: by Councillor L. Seely
that Council appoint Councillor K. Rooyakkers to the Peaceful Valley Advisory Committee for the 2019/2020 year.

Carried Unanimously

13.16 2019-20 Pigeon Lake Chamber of Commerce-Report

The Pigeon Lake Chamber of Commerce (PLCC) promotes commercial, industrial, social, and civic interest in the community. The County is a member of the PLCC and all members have voting rights. The County also provides annual funding with one Council member appointed to the Chamber who attends the PLCC meetings.

Memberships in Pigeon Lake Regional Chamber of Commerce offer businesses an excellent opportunity to expose their businesses and direct visitors to their sites.

At the Council Organizational meeting held October 16, 2018, Councillor K. Adair was appointed as County representative to the Pigeon Lake Chamber of Commerce for the 2018/2019 year.

(Ref. Resolution #CO20181016.1033)

Administration recommended that Council appoint a Council member to represent the County on the Pigeon Lake Chamber of Commerce for the 2019/2020 year.

Resolution CO20191022.042
MOVED: by Councillor K. Rooyakkers
that Council appoint Councillor K. Adair to represent the County on the Pigeon Lake Chamber of Commerce for the 2019/2020 year.

Carried Unanimously

13.17 2019-20 Town of Millet Leisure Services Advisory Committee-Report

The Town of Millet and County of Wetaskiwin entered into a Recreation Agreement in 2013 to provide for the operation of recreation facilities (Town of Millet Agriplex Operating Committee - AOC) for the benefit of residents of both parties.

Clause 4.1 - Appointment of Committee, Section 4.1.2 states "...the Committee shall be comprised of four (4) members, with one (1) voting member appointed from the Town, one (1) voting member appointed from the County...".

At the Council Organizational meeting held October 16, 2018 Council appointed Councillor J. Bishop as primary and Reeve T. Van de Kraats as alternate to represent the County on the Town of Millet Leisure Services Advisory Committee for the 2018/2019 year.

(Resolution #CO20181016.1049)

Administration recommended that Council appoint one Council member to represent the County on the Town of Millet Leisure Services Advisory Committee for the 2019/2020 year.
Resolution CO20191022.043
MOVED: by Councillor K. Rooyakkers
that Council appoint Councillor J. Bishop as primary and Reeve T. Van de Kraats as alternate to represent the County on the Town of Millet Leisure Services Advisory Committee for the 2019/2020 year.

Carried Unanimously

13.18 2019-20 West Central Planning Agency Board Representation-Report
This Board oversees the operations of West Central Planning Agency (WCPA), adopts a budget, appoints a Chairman, signs contracts on behalf of the Agency, negotiates and sets standards of employment, ensures the Agency if fully insured against claims, and ensures that surplus funds are returned to members.

The WCPA Board is governed by one voting representative from the County of Ponoka, City of Wetaskiwin, Town of Millet and County of Wetaskiwin.

WCPA has one appointed Council representative and one appointed alternate member. Administration will provide an overview of the roles and duties of the appointed members to WCPA.

At the Council Organizational meeting held October 16, 2018 Councillor L. Seely was appointed to represent the County along with Councillor K. Rooyakkers as alternate to the West Central Planning Agency Board for the 2019/2020 year.

(Ref. CO20181016.1038)

Administration recommended that Council appoint a Council Member to represent the County along with a Council member as alternate to the West Central Planning Agency Board for the 2019/2020 year.

Resolution CO20191022.044
MOVED: by Reeve T. Van de Kraats
that Council appoint Councillor L. Seely as primary and Councillor K. Rooyakkers as alternate to represent the County on the West Central Planning Agency Board for the 2019/2020 year.

Carried Unanimously

13.19 2019-20 West Driedmeat Lake Regional Solid Waste Authority-Report
The County of Wetaskiwin, County of Camrose, Village of New Norway, Village of Edberg, Village of Ferintosh and Town of Millet entered into a Regional Landfill Authority Agreement referred to as West Dried Meat Lake Regional Landfill Committee. The County of Camrose is the managing partner.

The purpose of the Authority is to make joint decisions regarding construction, ownership, maintenance, management, operation and use of a regional solid waste management and disposal system.

This Authority has one appointed Council member and one appointed alternate member.

At the Council Organizational meeting held October 16, 2018 Reeve T. Van de Kraats as primary and Councillor B. Krahn as alternate to represent the County on the West Dried Meat Lake Regional Solid Waste Authority for the 2018/2019 year.

(Ref. Resolution #CO20181016.1039)

Administration recommended that Council appoint one Council member as primary and one Council member as alternate to represent the County on the West Dried Meat Lake Regional Solid Waste Authority for the 2019/2020 year.

Resolution CO20191022.045
MOVED: by Councillor K. Rooyakkers
that Council appoint Reeve T. Van de Kraats as primary and Councillor B. Krahn as alternate to represent the County on the West Dried Meat Lake Regional Solid Waste Authority for the 2019/2020 year.

Carried Unanimously

13.20 2019-20 Wetaskiwin Co-operative Seed Cleaning Plant-Report

The Wetaskiwin Co-operative Seed Cleaning Plant Committee is made up of Board of Directors who have shares in the Plant. The County of Wetaskiwin historically had a member on the Committee in an advisory capacity.

There is one Council member appointed to this board and one alternate.

At the Council Organizational meeting held October 16, 2018, Council appointed Councillor B. Krahn as primary and Reeve T. Van de Kraats as alternate to represent the County on the Wetaskiwin Cooperative Seed Cleaning Plant Committee for the 2018/2019 year.

(Resolution #CO20181016.1041)

Administration recommended that Council appoint one Councillor as primary and one Councillor as alternate to represent the County on the Wetaskiwin Cooperative Seed Cleaning Plant for the 2019/2020 year.

Resolution CO20191022.046
MOVED: by Councillor J. Bishop

that Council appoint Councillor B. Krahn as primary and Reeve T. Van de Kraats as alternate to represent the County on the Wetaskiwin Cooperative Seed Cleaning Plant for the 2019/2020 year.

Carried Unanimously

13.21 2019-2020 Wizard Lake Boating Advisory Committee-Report

At the Council for Public Works meeting held March 15th, 2011 Council was informed that Leduc County spearheaded the formation of a working group titled the Wizard Lake Boating Advisory Committee to bring recommendations to their Council for increased boat safety on Wizard Lake which is adjacent to both Leduc County and County of Wetaskiwin municipal boundary. A request was that a delegate from the County of Wetaskiwin be involved in the process.

(Ref. Resolution #PW20110315.1012). At the Council Organizational meeting held October 16, 2018 Council appointed Councillor K. Adair to represent the County on the Wizard Lake Boating Advisory Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1044)

Administration recommended that Council appoint a Council member to represent the County on the Wizard Lake Boating Advisory Committee for the 2019/2020 year.

Resolution CO20191022.047
MOVED: by Reeve T. Van de Kraats

that Council appoint Councillor K. Adair to represent the County on the Wizard Lake Boating Advisory Committee for the 2019/2020 year.

Carried Unanimously


At the Council for Public Works meeting held May 13th, 2013 representatives from the Wizard Lake Watershed and Lake Stewardship Association (WLWLSA) presented to Council the "Wizard Lake State of the Watershed Report 2012" prepared by Aquality Environmental Consulting Ltd. The Wizard Lake Watershed Association advised that a "Working Group" was established is to follow up on the "State of the Watershed"
Report recommendations (i.e. monitor the riparian and wetlands, to enforce regulations set by the Province and neighbouring municipalities, Leduc County and County of Wetaskiwin).

(Ref. Resolution #PW20130513.1030)

At the Organizational meeting held October 30th, 2013 a discussion ensued on having one Councillor appointed to represent the County on the Wizard Lake Watershed Association - Working Group along with the Director of Agricultural Services.

(Ref. Resolution #CO20131030.1020)

There is one Council member and the Director of Agricultural Services appointed to represent the County on the Wizard Lake Watershed and Lake Stewardship Association (WLWLSA) - Working Group.

At the Organizational meeting of October 16, 2018, Council appointed Councillor J. Bishop to represent the County on the Wizard Lake Watershed Association - Working Group along with the Director of Agricultural Services for the 2018/2019 year.

(Resolution #CO20181016.1043)

Administration recommended that Council appoint one Council member to represent the County on the Wizard Lake Watershed Association - Working Group along with the Director of Agricultural Services for the 2019/2020 year.

Resolution CO20191022.048
MOVED: by Councillor J. Bishop

that Council appoint Councillor J. Bishop to represent the County on the Wizard Lake Watershed Association - Working Group along with the Director of Agricultural Services for the 2019/2020 year.

Carried Unanimously

14. ADDITION TO AGENDA

Resolution CO20191022.049
MOVED: by Councillor J. Bishop

that the addition to the agenda "Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)" be deemed of a time sensitive nature, unable to wait until the next meeting, pursuant to Procedural Bylaw 2018/04, Section 8.5.

Carried Unanimously

14.1 2019-20 Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC)

At the Council General meeting held May 24th, 2016 Council discussed the benefits of the Delta Waterfowl Foundation who was instrumental in spearheading the Alternative Land Use Services (ALUS) program. ALUS' program mandate is to "change the way conservation programs are delivered as it conserves wetlands and grass. ALUS invests in farmers and ranchers who are producing acres of clean air, clean water, wildlife habitat and other ecosystem services in communities across Canada."

At that time Council resolved to enter into a "Memorandum of Understanding (MOU)" between Delta Waterfowl Foundation for Alternative Land Use Services (ALUS), Canada for a three year term expiring in January 2019.

(Ref. Resolution #CG20160524.1017)

There is one Council member appointed to represent the County on the ALUS Partnership Advisory Committee (PAC).

At the Council Organizational meeting held October 16, 2018 Councillor J. Bishop was appointed to representative the County of Wetaskiwin on the Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC) for the 2018/2019 year.

(Ref. Resolution #CO20171024.1015)
Administration recommended that Council appoint one Council member to represent the County of Wetaskiwin on the Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC) for the 2019/2020 year.

**Resolution CO20191022.050**

MOVED: by Councillor K. Rooyakkers

that Council appoint Councillor J. Bishop to represent the County of Wetaskiwin on the Alternative Land Use Services (ALUS) Partnership Advisory Committee (PAC) for the 2019/2020/2021 year.

Carried Unanimously

**15. DELETIONS OF COMMITTEES/BOARDS FOR YEAR**

**15.1 2019-20 Pigeon Lake Watershed Management Plan Steering Committee-Report**

At the Council General meeting held February 7th, 2017 Council approved for the County of Wetaskiwin join the Pigeon Lake Watershed Management Plan Steering Committee to participate in the development of the Watershed Management Plan. At that time Reeve Kathy Rooyakkers was appointed to sit on the Steering Committee and that the Pigeon Lake Watershed Management Plan Steering Committee be added to the 2017 Organizational meeting.

(Ref. Resolution #CG20170207.1025)

At the Council Organizational meeting held October 16, 2018, Councillor K. Rooyakkers was appointed to represent the County on the Pigeon Lake Watershed Management Plan Steering Committee for the 2017/2018 year.

(Ref. Resolution #CO20181016.1035)

Administration recommended that Council appoint a Council member to represent the County on the Pigeon Lake Watershed Management Plan Steering Committee for the 2019/2020 year.

**Resolution CO20191022.051**

MOVED: by Reeve T. Van de Kraats

that Council appoint Councillor K. Rooyakers to represent the County on the Pigeon Lake Watershed Management Plan Steering Committee for the 2019/2020 year.

<table>
<thead>
<tr>
<th>Recorded</th>
<th>In Favour</th>
<th>Opposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reeve T. Van de Kraats</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor J. Bishop</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor B. Krahn</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor K. Adair</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor K. Rooyakkers</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor L. Seely</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**Results**

5 1

Carried (5 to 1)

**15.2 2019-20 Pigeon Lake Regional Wastewater Planning Committee-Report**

In 2007 the County became the lead municipality of the Pigeon Lake Wastewater Planning Committee (PLWPC) to address the wastewater disposal for the south side of Pigeon lake.
The PLWPC is a Committee to identify a solution to the wastewater environmental concerns around Pigeon Lake. The proposed wastewater system is currently in the planning stage with negotiations ongoing between stakeholders involved and the provincial government.

There is one Council representative appointed to the Pigeon Lake Regional Wastewater Planning Committee.

At the Council Organizational meeting held October 16, 2018 Councillor K. Adair was appointed to represent the County on the Pigeon Lake Regional Wastewater Planning Committee for the 2018/2019 year.

(Ref. Resolution #CO20181016.1034)

Administration recommends that Council appoint one Council member to represent the County on the Pigeon Lake Regional Wastewater Planning Committee for the 2019/2020 year.

Resolution CO20191022.052

MOVED: by Councillor K. Rooyakkers

that the Pigeon Lake Regional Wastewater Planning Committee be deleted.

Carried Unanimously

15.3 2019-20 Summer Village Intermunicipal Development Plan (IDP) Committee-Report

The County of Wetaskiwin, Summer Villages of Crystal Springs, Grandview, Poplar Bay and Norris Beach entered into an Intermunicipal Development Plan (IDP) as a means to find the balance between the protection of the environment, especially around Pigeon Lake, and the reasonable expectations of the public.

The Reeve, one Council member, CAO, Assistant CAO and one Staff member are appointed to the IDP review board.

At the Organizational Meeting held October 16, 2018, Council appointed Reeve T. Van de Kraats and Councillor K. Adair to represent the County on the Intermunicipal Development Plan (IDP) Committee between the Summer Villages of Crystal Springs, Grandview, Poplar Bay and Norris Beach as well as the Chief Administrative Officer, Assistant Chief Administrative Officer and one staff member for the 2019/2020 year.

(Ref. CO20181016.1037)

Administration recommended that Council appoint the Reeve and one Council member to represent the County on the Intermunicipal Development Plan (IDP) Committee between the Summer Villages of Crystal Springs, Grandview, Poplar Bay and Norris Beach as well as the Chief Administrative Officer, Assistant Chief Administrative Officer and one staff member for the 2019/2020 year.

Resolution CO20191022.053

MOVED: by Councillor L. Seely

that Council delete the Intermunicipal Development Plan (IDP) Committee between the Summer Villages of Crystal Springs, Grandview, Poplar Bay and Norris Beach.

Carried Unanimously

16. DATES OF MEETINGS

16.1 2019-20 Meeting Dates-Report

At the meeting of November 6, 2018, Council approved the following monthly meeting format:

- Council: 2nd & 4th Tuesdays
- Council Planning & Economic Development: 2nd Thursday
- Council Public Works: 4th Tuesday (prior to Council General)
Administration recommended that meeting dates remain status quo at this time.

Resolution CO20191022.054
MOVED: by Councillor K. Adair
that Council approve the monthly meeting format as follows:
- Council: 2nd & 4th Tuesdays
- Council Planning & Economic Development: 2nd Thursday
- Council Public Works: 4th Tuesday (prior to Council General)

Carried Unanimously

18. ADJOURN

Resolution CO20191022.055
MOVED: by Councillor B. Krahn
that the Council Organizational Meeting adjourn at 10:37 a.m.

Carried Unanimously

____________________________________
REEVE

____________________________________
CHIEF ADMINISTRATIVE OFFICER
<table>
<thead>
<tr>
<th>Date</th>
<th>Committee/Event Attended</th>
<th>Comments, Actions &amp;/or Follow-up Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>7th</td>
<td>Pembina Zone Meeting</td>
<td></td>
</tr>
<tr>
<td>8th</td>
<td>Council General</td>
<td></td>
</tr>
<tr>
<td>9th</td>
<td>JEDI Meeting</td>
<td></td>
</tr>
<tr>
<td>9th</td>
<td>Wayside Inn RCMP</td>
<td>Full house at the Wayside, lots of discussion at all levels of people, young to old</td>
</tr>
<tr>
<td>10th</td>
<td>Planning &amp; Development</td>
<td></td>
</tr>
<tr>
<td>15-16</td>
<td>Strategic Planning</td>
<td></td>
</tr>
<tr>
<td>21st</td>
<td>Eagle Feather Ceremony</td>
<td>gathering at the court house, roughly 10-12 judges plus numerous other people attended.</td>
</tr>
<tr>
<td>22nd</td>
<td>Organizational, Council and Public Works</td>
<td></td>
</tr>
<tr>
<td>29th</td>
<td>Special Council</td>
<td>meeting with TSI</td>
</tr>
<tr>
<td>30th</td>
<td>ASB</td>
<td>much discussion on weed control that has taken place this past summer</td>
</tr>
<tr>
<td>Date</td>
<td>Committee/Event Attended</td>
<td>Month &amp; Year</td>
</tr>
<tr>
<td>----------</td>
<td>-------------------------------------</td>
<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Oct 5</td>
<td>Sunset Bay HO Annual meeting</td>
<td>Did a meet and greet before their meeting. Was made aware of drainage issue. Need to work with the County to improve their boat launch.</td>
</tr>
<tr>
<td>Oct 7</td>
<td>Pembina Zone</td>
<td></td>
</tr>
<tr>
<td>Oct 8</td>
<td>Council</td>
<td></td>
</tr>
<tr>
<td>Oct 10</td>
<td>P &amp; D</td>
<td></td>
</tr>
<tr>
<td>Oct 15/16</td>
<td>Strat Planning</td>
<td></td>
</tr>
<tr>
<td>Oct 22</td>
<td>Org., PW Council</td>
<td></td>
</tr>
<tr>
<td>Oct 28</td>
<td>ICF Wetaskiwin</td>
<td>Still talking at high level.</td>
</tr>
<tr>
<td>Oct 29</td>
<td>Council meeting with TSI</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Committee/Event Attended</td>
<td>Comments, Actions &amp;/or Follow-up Needed</td>
</tr>
<tr>
<td>------</td>
<td>--------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>8</td>
<td>Council</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>JEDI (Strategic Planning)</td>
<td>good morning / great discussions</td>
</tr>
<tr>
<td>10</td>
<td>Council P &amp; D</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Wetaskiwin Mayor’s Prayer Breakfast</td>
<td>great speaker</td>
</tr>
<tr>
<td>15</td>
<td>Accounts Payable</td>
<td></td>
</tr>
<tr>
<td>15 / 16</td>
<td>Strategic Planning</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Organizational Council General Public Works JEDI Board</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>West Driedmeat Lake Landfill Authority</td>
<td></td>
</tr>
</tbody>
</table>
  • Accounts Receivable had a difficult year collecting  
  • 115,000 tonnes of annual waste  
  • 1 of 20 landfills accepted to Ag Plastics Pilot project (50 applications)  
  • Not accepting asbestos until new cell is complete (Spring 2020)  
  • Budget at December meeting |
<p>| 29   | Special Council (TSI)    |                                        |
| 31   | Accounts Payable         |                                        |</p>
<table>
<thead>
<tr>
<th>DATE</th>
<th>PROJECT</th>
<th>ACTION/FOLLOW-UP</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Police Funding Follow up Webinar</td>
<td>There was not a lot of new information from the first webinar. There doesn’t seem to be enough details as to how it would work if implemented and which formula would be used.</td>
</tr>
<tr>
<td>7</td>
<td>Louis Bull Annexation Admin Team</td>
<td>Met with administrative representatives of Louis Bull to discuss the agenda for the upcoming meeting between the band and Council.</td>
</tr>
<tr>
<td>7</td>
<td>SDAB Hearing</td>
<td>Property at Buck Lake where the accessory building was 26 ft high vs the maximum 20 ft high. SDAB denied the appeal to allow the height of the accessory building to exceed 20 ft.</td>
</tr>
<tr>
<td>8</td>
<td>Council General</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>JEDI Strategic Planning</td>
<td>Strategic Planning with the Town of Millet and County of Wetaskiwin for the JEDI Society.</td>
</tr>
<tr>
<td>10</td>
<td>Service Capacity Review to Staff</td>
<td>Met with all staff at the Reynolds Museum to provide a copy of the 62 recommendations outlined in the Service Capacity Review. TSI answered questions from staff. Generally well accepted and appreciated that staff were updated.</td>
</tr>
<tr>
<td>11</td>
<td>H&amp;S Inspections</td>
<td>Travelled to a number of County facilities to perform annual inspections as required under the H&amp;S program.</td>
</tr>
<tr>
<td>DATE</td>
<td>PROJECT</td>
<td>ACTION/FOLLOW-UP</td>
</tr>
<tr>
<td>------</td>
<td>--------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>15</td>
<td>County Strategic Planning</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>County Strategic Planning</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>JEDI Management Team</td>
<td>Reviewed upcoming JEDI Board agenda and package.</td>
</tr>
<tr>
<td>21</td>
<td>H&amp;S Audit Kickoff</td>
<td>Audit Kickoff meeting and interview.</td>
</tr>
<tr>
<td>21</td>
<td>Eagle Feather Ceremony</td>
<td>Attended City courthouse with Councillor Krahn and Intern Finseth for the eagle feather ceremony. The feather represents truth and is used in place of the bible when swearing in Indigenous peoples. All 4 band Chiefs spoke along with Provincial and Federal representatives.</td>
</tr>
<tr>
<td>22</td>
<td>Council Org, General and PW</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>JEDI Board Meeting</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Webinars – Municipal Affairs and RMA</td>
<td>Both gave overview of Provincial Budget implications. However, not many details were available regarding programs affecting the County.</td>
</tr>
<tr>
<td>28</td>
<td>City/County ICF Meeting</td>
<td>Committee members from both Municipalities met to review the ICF principles. Next meeting in December.</td>
</tr>
<tr>
<td>29</td>
<td>Strategic Planning Priority Meeting</td>
<td></td>
</tr>
</tbody>
</table>

**FOOTNOTE:**
The notes on the above special projects provide Council with an update on those projects; however does not include the day to day management of the County.
Background

Each year the Joint Economic Development Initiative (JEDI) Board of Directors participates in a Strategic Planning Session, along with Council and other representatives from the partner municipalities, to identify and/or reaffirm the organization’s goals and priorities. This year, JEDI’s Annual Strategic Planning Session took place on October 9, 2019.

At the Strategic Planning session, the Director of Economic Development, Joan Miller, provided an overview of the activities that have taken place in the past year in relation to 2016-2020 Strategic Plan.

This year marks the fourth year of JEDI’s 2016-2020 Strategic Plan therefore the goals and objectives were compared and measured to total organization performance over the life of the four-year plan. During the Strategic Planning session, the “housekeeping” updates to the plan were reviewed and approved as presented. The “housekeeping” updates included the addition of a chart explaining the four-year Strategic Planning process, minor rewording with regards to the cost of industrial land, updates to the names of government agencies & ministries and updated statistics.

At the Strategic Planning session, the vision, mission, target markets, goals, objectives and strategies were reviewed, and a new plan has been written for the next four years.

The 2020-2023 Strategic Plan has been provided for the Council’s review with changes made as a result of the Strategic Planning session highlighted in yellow. For ease of reference the “housekeeping” updates have been made and are no longer indicated as changes on the attached version. A summary of the significant changes is as follows:

PERFORMANCE INDICATORS

- In review of the purpose of a Strategic Plan, it was agreed that the area that outlined the Performance Indicators in the 2016-2020 Strategic Plan, should be omitted from the 2020-2023 Strategic Plan as they are more suited to a Tactical Business Plan.

- The Performance Indicators have been removed and going forward will be included in the Tactical Business Plan to be created by the JEDI Director of Economic Development,
reviewed with the JEDI Management Team, updated as required and then presented to the JEDI Board of Directors for their approval. A report on the progress of the Tactical Business Plan will be presented to the JEDI Board of Directors at the end of each year. The use of a Tactical Business Plan versus performance indicators will provide for ease of adjustments according to market trends and changes in available resources or opportunities.

MISSION STATEMENT

- The mission statement was reviewed, discussion ensued, and it was decided that it should be reworded as follows:

  “The Joint Economic Development Initiative (JEDI) is a collaborative regional partnership that fosters sustainable industrial growth for existing and prospective industrial business organizations”

TARGET MARKETS

- JEDI’s Target Markets were reviewed and it was decided that the Agriculture statement would be revised as follows:

  Agricultural Feedstock Production & Processing – Grain & Livestock

- A statement was added about value-added agriculture as follows:

  “Alberta has an expanding value-added agricultural products sector. In 2018, sales of Alberta’s processed food and beverage industry were $14.9 billion making it Alberta’s second largest manufacturing industry on a revenue basis. Meat product manufacturing accounts for more than one-half of the sector’s sales. This sector includes plant protein such as hemp.” – source “Alberta Government- 2019 Highlights of the Alberta Economy”

- Two statements were added regarding grains and oilseeds to reflect the new opportunities presented by the G3 Canada Limited grain terminal.

MONITORING & EVALUATING PROCESS

- A statement was added to reflect the removal of Performance Indicators from the plan and the use of a Tactical Plan in alternative.

The 2020-2023 Strategic Plan was approved by the JEDI Board of Directors at the October 22, 2019 Regular Board Meeting and is being provided to the Councils of the member municipalities for their approval. Once the Strategic Plan has been approved by both the Town of Millet and
County of Wetaskiwin Councils, it will be brought forward at the JEDI Annual General Meeting scheduled for December 3, 2019 for final approval.

Options for Council’s consideration:

1. Approve the 2020-2023 JEDI Strategic Plan as presented.
2. Approve the 2020-2023 JEDI Strategic Plan with amendments.

**Recommendations**

Administration recommends that Council approve the JEDI 2020-2023 Strategic Plan as presented.

**Recommended Resolution**

that Council approve the JEDI 2020-2023 Strategic Plan as presented.
Contact JEDI

P.O. Box 6357
Wetaskiwin, Alberta T9A 2G1
Ph: 780-361-6231
www.jedialberta.com
# Table of Contents

*Introduction* | 2  
*The Joint Economic Development Initiative (JEDI)* | 3  
*JEDI Organizational Structure* | 5  
*Vision & Mission Of JEDI* | 6  
*Economic Development Stakeholders* | 6  
*Target Markets* | 7  
*JEDI Goals & Objectives* | 9  
*Monitoring & Evaluating Progress* | 12  
*Appendix*
Introduction

Economic Development, like any initiative centered on business growth, continually evaluates both existing and new business entities and plans for their long term sustainability. The ability of The Joint Economic Development Initiative to achieve this and create a successful operational strategy lies in answering these three questions:

Where are we now?
- What does JEDI do?
- What are our regional strengths?

Where do we want to be?
- What market sectors are feasible for growth?
- Where will future industrial growth be located?
- What needs to be considered to move forward?

How are we going to get there?
- What are the goals & objectives?
- How will they be measured?
- What activities are going to give us value?
- What networks & relationships need to be created?

JEDI has a defined understanding of its regional strengths and capacity and is guided by the collective goals of its municipal partners. It has created a strategy that initiates, creates and facilitates business activities that produce tangible results with its target markets and its existing regional companies. JEDI’s goals & objectives not only align with the evident needs of its private and public stakeholders, but also accounts for the business environments that they operate in.
JEDI’s Strategic Plan is forecasted for a four year term and reviewed through the strategic planning process described as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Process</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>4 year plan is presented (i.e. fall of 2019, 2020-23 strategic plan is presented)</td>
</tr>
<tr>
<td>1</td>
<td>Strategic plan goals and objectives are compared to current organizational performance, as an update on progress only (Fall 2020)</td>
</tr>
<tr>
<td>2</td>
<td>Strategic plan goals and objectives are compared to current organizational performance, as an update with the option to make small adjustments to the plan. If substantial or foundational changes are needed to be made then the plan would be completely rewritten (Fall 2021)</td>
</tr>
<tr>
<td>3</td>
<td>Strategic plan goals and objectives are compared to current organizational performance, as an update only (if plan had been completely rewritten in year 2, it would have reverted back to year one level- Fall 2022)</td>
</tr>
<tr>
<td>4</td>
<td>Strategic plan goals and objectives are compared and measured to total organizational performance over the life of the 4 year plan. New plan is written for the next 4 years (this would also be year 0 of the next plan- Fall 2023)</td>
</tr>
</tbody>
</table>

The Joint Economic Development Initiative (JEDI)

What is JEDI?

The Joint Economic Development Initiative (JEDI) is a dynamic economic development partnership between the County of Wetaskiwin and the Town of Millet that was created as a non-for-profit organization in 2003. It has an award-winning industrial land development cost & revenue sharing agreement with the partner municipalities, the only one its kind in the province, designed to simplify and further growth.

JEDI’s objectives are the growth of industrial development, foreign direct investment and regional business retention and expansion.

It fulfills these objectives through operational activities that facilitate commerce with private and public stakeholders. Some of these activities include, but are not limited to, marketing industrial land developments, acting as an intermediary for expediting land developments, long term planning for industrial land growth with partner municipalities, acting as the “one-stop” information resource for companies looking to invest or build in the region, gaining exposure with its target markets through various mediums and events, partnering with relevant government ministries to facilitate foreign investment in the region, assisting existing regional companies with further growth, and providing the fundamental business expansion resources required by it’s stakeholders.
JEDI Geographic Region & Population

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Geographic Area</th>
<th>Pop. 2016*</th>
</tr>
</thead>
<tbody>
<tr>
<td>County of Wetaskiwin</td>
<td>3,379.12 sq.km</td>
<td>337,912 ha</td>
</tr>
<tr>
<td>Town of Millet</td>
<td>6.50 sq.km</td>
<td>650 ha</td>
</tr>
<tr>
<td>TOTAL</td>
<td>3,385.62 sq. km</td>
<td>338,562 ha</td>
</tr>
</tbody>
</table>

*Source: Statistics Canada

JEDI Regional Advantages

Location
- 30 km to Nisku, Alberta, North America’s second largest industrial petroleum manufacturing park.
- Approximately 25 minutes from Edmonton International Airport (EIA)
- Immediate access to 4 major provincial highway systems (QEII, 2A, 13, 22)
- Close proximity to other city centers and their labor pools
  - City of Edmonton – 45km
  - City of Leduc – 30km
  - City of Wetaskiwin
  - City of Camrose – 40km

Affordable Serviced & Unserviced Industrial Land
- The market cost of serviced industrial land in the JEDI region is very affordable compared to the cost of industrial land in Leduc/Nisku and The City of Edmonton.
- With the joint municipal cost & revenue sharing agreement, the JEDI Region is structured for quick and expansive industrial land development.

Business Climate
- JEDI and its municipal partners have similar long term land development plans, quick and accessible development procedures and have created expedited cross over growth with the sharing agreement.
- Advanced manufacturing and technology footprint in the JEDI region with several large industrial companies servicing global customers. JEDI is the direct partner between the private sector and municipal government for current and future industrial development, business operational requirements and foreign direct investment (FDI)

Transportation Infrastructure
- Road - within the CANAMEX corridor highway and direct access to key high capacity highway systems (QEII, 2A, 22 and 13)
- Rail – CP Rail runs through the region with direct access to Port of Vancouver terminal and is 20 km away from the CP Intermodal Hub
- Air
JEDI Organizational Structure

JEDI Board and Management Committee

JEDI is governed by a Board of Directors made up of elected officials from the municipal partners:

1. Three Directors from the County of Wetaskiwin - Reeve and two Councillors
2. Three Directors from the Town of Millet - Mayor and two Councillors

JEDI's Management Committee is responsible for management of JEDI and report directly to the JEDI Board of Directors. The Management Team consists of:

1. Chief Administrative Officer for the County of Wetaskiwin
2. Chief Administrative Officer for the Town of Millet

Director of Economic Development

Under the direction of The Board and The Management Committee, The Director of Economic Development is responsible for managing JEDI. The Director creates and implements the strategic plan and long term goals for JEDI and manages all the operational aspects of the organization. This includes establishing the operational budget, developing a marketing plan, managing the partner members, supporting The Board and The Management Committee and directing and planning the day to day operations of JEDI. The Director is supported with an Executive Assistant.
Vision & Mission of JEDI

JEDI Vision Statement

“To provide cooperative and proactive leadership in attracting sustainable growth and supporting a diverse industrial base, while respecting the region’s high quality of life and the environment”

JEDI Mission Statement

“The Joint Economic Development Initiative (JEDI) is a collaborative regional partnership that fosters sustainable industrial growth for existing and prospective industrial business organizations”

Economic Development Stakeholders

Key stakeholders of JEDI are comprised of Customers and Partners. Customers are those that directly benefit from the direct involvement with and the activities of JEDI, and Partners are those that facilitate the growth of customers with JEDI.

Customer stakeholders include:

- Foreign industrial businesses looking to invest in the JEDI region
- Industrial businesses within the JEDI region
- Land developers and Commercial Realtors
- Site selectors
- Individual and group investors assessing the JEDI region
Partner stakeholders include:

- The administration and operational departments of the partner municipalities
- Local Chambers of Commerce
- Edmonton International Airport Authority (EIA)
- Economic Developers Alberta (EDA)
- Economic Developers Association of Canada (EDAC)
- International Economic Development Council (IEDC)
- Various Regional Economic Development Organizations & Service Providers
- Educational institutions
- Federal government ministries and agencies, Canadian Trade Commissioner Service, Export Development Canada, Western Economic Diversification, Farm Credit Canada
- Provincial government ministries and agencies, Alberta Intergovernmental Relations, Alberta Economic Development, Trade & Tourism, Alberta Agriculture and Forestry, Alberta Innovates, Alberta Labour & Immigration, Alberta Advanced Education
- Foreign consulates
- Foreign and domestic business operations consultants (i.e. KPMG)
- Key industry sector organizations
  - NAIOP – Commercial Real Estate Development Association
  - PSAC – Petroleum Services Association of Canada
  - CME – Canadian Manufacturers & Exporters

**Target Markets**

**Oil & Gas Service and Manufacturing Companies – small to mid-size**

*Industry Analysis & Market Trends*

The Edmonton Capital Region is the upstream manufacturing base for the oil & gas industry in Alberta. The Leduc-Nisku Industrial Park, the second largest petroleum manufacturing park in North America and only 30 kilometers away from the region, holds more than 500 petroleum service and manufacturing companies. This area, Acheson Industrial Park (Parkland County) and various industrial zones in the City of Edmonton holds the majority of the upstream manufacturing sector.

In 2018 the oil & gas industry accounted for 27.9% of Alberta’s GDP\(^1\) and 6.1% of Alberta’s total employment.\(^2\) With the continuous growth of the Oil Sands, a forecasted capital investment of $207 billion over the 2013-2022 period\(^3\), the manufacturing industry has a long term operational and growth projection.

The companies that experience the most growth in this sector are the small to mid-size companies that begin to acquire more market share. These companies typically occupy a 2-10 acre site and have 10-50 employees. Their growth will move to approximately 5-20 acres and

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\(^1\) Statistics Canada National Economic Accounts

\(^2\) Government of Alberta –2018 Industry Profiles

\(^3\) Government of Alberta
20-100 employees. As of 2018, 28.7% of Alberta oil & gas companies have 20-99 employees\textsuperscript{4}. They represent the largest relocation transactions in this sector and therefore the greatest opportunity.

**Industry Business Needs**

- Low cost serviced industrial land
- Close access to existing oil & gas manufacturing base
- Small to mid-sized labour supply of skilled trades
- Good logistical and transport access

**Regional Capacity & Positioning**

- Serviced industrial land is half substantially lower than the market price of Leduc and all other Capital Region industrial areas
- 30 km away from the Leduc-Nisku Industrial park and several existing oil & gas manufacturing companies already exist in the region
- Small to mid-sized labour supply of skilled trades available from City of Wetaskiwin, City of Camrose and City of Leduc
- Access to 4 major transport highways and 30 km away from Edmonton International Airport

**Agricultural Feedstock Production & Processing—Grain & Livestock**

**Industry Analysis & Market Trends**

The region has 337,912 hectares of rural land with 954 farms. 229 are oilseed and grain and 302 are cattle ranching farms. Alberta’s 2017 farm cash receipts accounted for 23% of Canada’s primary agricultural production\textsuperscript{5}. The province posted the highest cattle receipts as well as the second highest total crop receipts in the country\textsuperscript{6}. While the feedstock volumes are routed to existing provincial channels, the greater opportunity exists to supply both feedstock volumes to high demand international markets like China, The Middle East and others.

Alberta has an expanding value-added agricultural products sector. In 2018, sales of Alberta’s processed food and beverage industry were $14.9 billion making it Alberta’s second largest manufacturing industry on a revenue basis. Meat product manufacturing accounts for more than one-half of the sector’s sales\textsuperscript{7}. This sector includes plant protein such as hemp.

For grains and oilseed, there is a large incoming demand from a few key international markets. G3 Canada Limited’s new state-of-the-art grain terminal located within the JEDI Region, Due to the process of exporting grains, this presents the opportunity to get both dedicated volumes

\textsuperscript{4} Statistics Canada – 2017 Labour Force Survey
\textsuperscript{5} Alberta Government – 2019 Highlights of the Alberta Economy
\textsuperscript{6} Alberta Government – 2019 Highlights of the Alberta Economy
\textsuperscript{7} Alberta Government – 2019 Highlights of the Alberta Economy
from regional farmers to domestic and international markets, and secure a cleaning and rail loading facility.

For cattle, the export process also creates two opportunities. One is to get dedicated volumes from local farmers and the other is to build a federally inspected slaughter facility that can provide exclusive supply to select international markets.

Industry Business Needs

- Access to local feedstock production farms
- Low cost serviced industrial land (slaughter and cleaning facility)
- Good logistical and transport access

Regional Capacity & Positioning

- 515 relevant feedstock farms in the region
- Serviced industrial land is priced competitively for rural production facilities
- Access to 4 major transport highways, 30 km away from Edmonton International Airport and Port Alberta and access to CP Rail.
- JEDI is home to a G3 Canada Limited international grain handling facility which will keep grain moving to market and ensure more delivery opportunities for local farmers.

JEDI Goals & Objectives

JEDI Goals & Objectives

The Goals & Objectives are aligned with specific long term goals of the municipal development plans of each of its municipal partners (see Appendix for specific MDP goals) and they are structured to address:

- The strengths and capacity of the region
- The target markets and their business environment
- The existing regional companies and their business environment

GOAL #1: Increase Industrial Development Opportunities in the JEDI Region

Objective 1.1

Identify and Maintain a current inventory of all industrial zoned and saleable properties in the JEDI region and partner with key stakeholders, commercial realtors and developers, to market these properties to prospective industry.
Strategy for Objective 1.1 will include:

- Identify and maintain a current inventory of all industrial zoned land and buildings in the JEDI Region. This will be used as a key business tool in providing current available properties to industry.

- Engage with primary stakeholders and real estate partners such as commercial realtors, developers and site selectors. are considered the primary stakeholders and real estate partners to engage.

- Consistently market to real estate stakeholders and targeted sectors to establish regional exposure and advantages in all available mediums. These can include, but are not limited to, trade shows, industry publications, networking events, external advertising and government industry events.

- Collaborate Partner with industrial developers in initial throughout the planning and development process to ensure that all new and future land developments are expedited and brought to market efficiently.

- To foster community awareness, communicate and share upcoming opportunities and successes within the region through appropriate published media or media announcements.

**Objective 1.2**

Identify and assess properties that are relevant for future industrial planning and growth and engage with existing landowners and developers for the purpose of creating new industrial parcels within the JEDI region.

Strategy for Objective 1.2 will include:

- Determine the parameters of developer's investment needs and synchronize with the regional municipalities.

- Identify private landowner parcels that possess elements for potential industrial development

- Liaise with the member municipalities and relevant internal stakeholders to assist with long term industrial zoning plans in order to design ongoing MDPs and IDPs, which will ensure definitive future developments.

- To foster community awareness, communicate and share upcoming opportunities and successes within the region through appropriate published media or media announcements.
GOAL #2: Industrial Business Attraction

Objective 2.1

Market the region to the target sectors for market exposure to industry and to present opportunities of relocation to the region.

Strategy for Objective 2.1 will include:

▪ The specified target niche markets in the Oil and Gas and Agriculture industries are considered the primary target sectors to engage.

▪ Consistently market to the targeted sectors to establish regional exposure and advantages in all available mediums. These can include, but are not limited to, trade shows, industry publications, networking events, external advertising and government industry events.

▪ Research and contact leading industry sectors, complementary businesses and supply chain businesses that are best matched with existing industry and/or types of industrial properties available for sale within the JEDI region.

▪ Identify global Foreign Direct Investment (FDI) landscape and trends. Market and synchronize the region to it.

GOAL #3: Industrial Business Retention and Expansion (BR&E)

Objective 3.1

Identify and assess opportunities and challenges for expansion of existing industrial companies in the region and promote existing company success.

Strategy for Objective 3.1 will include:

▪ Identify key industrial companies and key employers located in the JEDI region.

▪ Meet with senior regional company executives to determine growth challenges and future business direction.

▪ Promote existing regional successes to foster community awareness and regional exposure.

▪ Collaborate with Chambers of Commerce, other regional Economic Development departments and other regional business initiatives.
GOAL #4: Labour Force Development

Objective 4.1

Liaise with relevant stakeholders to identify both the challenges and advantages of the industrial labour force in the Region.

Strategy for Objective 4.1 will include:

- Identify specific workforce challenges with major regional employers.
- Partner Collaborate with Chambers of Commerce and other relevant agencies such as Alberta Labour and Immigration and Alberta Indigenous Relations, with labour initiatives.
- Facilitate local employers and service provider agencies to support recruitment and labour force development efforts.
- Support employment attraction activities as a partner with target industry sectors.
- Liaise with education, training and apprenticeship organizations in and outside of the region to identify opportunities and solutions for labour supply to the region.
- Identify available aboriginal resources for newcomers to the region.

Monitoring & Evaluating Progress Process

The JEDI Director of Economic Development will prepare a Tactical Business Plan required to carry out the strategies outlined in the Strategic Plan. This plan will be reviewed with the JEDI Management Team annually, updated as required and then presented to the JEDI Board of Directors for their approval. A report on the progress of the Tactical Business Plan will be presented to the JEDI Board of Directors at the end of each year.

Joint Economic Development Initiative (JEDI) Strategic Plan effective January 1, 2020 to December 31, 2023 approved by JEDI Board of Directors on the day of. Amendments resulting from, October 9, 2019, Strategic Planning Session approved by the JEDI Board of Directors on the day of, 2019.

Chairman - JEDI Board of Directors

Representative of the JEDI Management Team
Appendix:

Regional Municipal Development Plan Goals

**County of Wetaskiwin** (MDP)

**Objectives and Policies, Agriculture**, “Agriculture is the predominant use of land in the County of Wetaskiwin. The 2006 Census shows that 30% of the labour force in the County was involved in agriculture and other resource based industries, the largest proportion of the industry breakdown. At the public meetings, the residents expressed the importance of farming and the challenge of keeping it economically viable. Protecting farmland from uncontrolled development; promoting the County’s agricultural heritage, and maintaining the agricultural industry's viability are important goals for the County” (MDP p.7)

**Objectives and Policies, Industrial, Objective 5.1 - Follow the existing County policy direction for industrial development**, “5.1.1 - The industrial commercial development in the County should complement the JEDI agreement with partner municipalities” (MDP p.22)

**Objectives and Policies, Industrial, Objective 5.3 – Support the agro-industrial activities**, “Agro-industrial activities such as the processing or shipment of agricultural products will benefit the agricultural industry and create additional employment in other industrial sectors. Locating such uses close to the material source and transportation corridors is important for a successful operation.” (MDP p.22)

**Town of Millet** (MDP)

**3.3 Industrial Development**, “Lands east of the CP railway have already been identified as ideal for industrial development. In working with neighbouring municipalities, the MDP sees an opportunity to secure future land east of the railway for industrial use while also ensuring the sensitivity of existing residential development is recognized.” (MDP p. 23)

**3.3 Industrial Development, Policies 3.3.2**, “The Town has identified oil and gas related sectors, along with light manufacturing as the primary drivers to industrial development and will set regulations to mitigate any adverse effect these operation may have on adjacent properties” (MDP p.24)

**3.3 Industrial Development, Policies 3.3.3**, “The Town will work with its neighbouring municipality to create a comprehensive industrial park plan for lands east of the CP Railway.” (MDP p.24)
Background

The Joint Economic Development Initiative’s (JEDI) 2020 Operating Budget reflects the costs of the resources required to implement the organization’s current Strategic Plan. The proposed 2020 JEDI Operating Budget has been provided for Council’s consideration.

In light of a possible reduction in provincial funding to municipalities in 2020, JEDI staff endeavoured to keep the 2020 Operating Budget at a 0% increase in Municipal contributions from 2019.

Based on the proposed budget, the annual requisitions for each of the two municipal partners will be as follows:

- County of Wetaskiwin (85.2%) = $242,990.40
- Town of Millet (14.8%) = $42,209.60
- **TOTAL** = $285,200.00

JEDI currently has $297,225.67 in operating reserves. The 2020 Operating Budget reflects a transfer of $15,000.00 from JEDI Reserves for the completion of special projects such as, an investment readiness program, updated labour report or other projects that may occur in the coming year.

The Marketing Matrix for the organization is organized in the subcategories of the Budget under "Advertising & Promotion" and "Trade Show/Mission Costs". Both of these programs make up the 2020 Marketing Program and are presented with descriptions and budgets.

This budget was approved by the JEDI Board of Directors at the October 22, 2019 Regular Board Meeting and is being presented to the Councils of the member municipalities for their approval. Once the budget has been approved by both the Town of Millet and the County of Wetaskiwin Councils, it will be brought forward at the JEDI Annual General Meeting scheduled for December 3, 2019 for final approval.

Options for Council’s consideration:
1. Approve the 2020 JEDI Operational Budget as presented, resulting in the following municipal contributions:

   County of Wetaskiwin (85.2%) = $242,990.40
   Town of Millet (14.8%) = $42,209.60
   TOTAL = $285,200.00

As well as a transfer of up to $15,000.00 from the JEDI Reserves for the completion of special projects as needed.

2. Propose other changes or contribution amounts to the budget.

**Recommendations**

Administration recommends that Council approve the 2020 JEDI Budget, resulting in the following annual municipal contributions:

   County of Wetaskiwin (85.2%) = $242,990.40
   Town of Millet (14.8%) = $42,209.60
   TOTAL = $285,200.00

As well as a transfer of up to $15,000.00 from the JEDI Reserves for the completion of special projects as needed.

**Recommended Resolution**

That Council approve the 2020 JEDI Budget, resulting in the following annual municipal contributions:

   County of Wetaskiwin (85.2%) = $242,990.40
   Town of Millet (14.8%) = $42,209.60
   TOTAL = $285,200.00

As well as a transfer of up to $15,000.00 from the JEDI Reserves for the completion of special projects as needed.
# 2020 JEDI OPERATING BUDGET - DRAFT

## REVENUE

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Account Description</th>
<th>Activity Code</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>(871)</td>
<td>County of Wetaskiwin</td>
<td>CRW 871</td>
<td>Revenue contribution from the County of Wetaskiwin.</td>
</tr>
<tr>
<td></td>
<td>(2020 - 85.2%)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(2016 Population 11,181)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>242,990.40</td>
<td>242,990.40</td>
<td></td>
</tr>
<tr>
<td>(873)</td>
<td>Town of Millet</td>
<td>CRM 873</td>
<td>Revenue contribution from the Town of Millet.</td>
</tr>
<tr>
<td></td>
<td>(2020 - 14.8%)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(2016 Population 1945)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>42,209.60</td>
<td>42,209.60</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td><strong>285,200.00</strong></td>
</tr>
<tr>
<td>(878)</td>
<td>Other Contributions</td>
<td>COTH 878</td>
<td>Additional contributions from sources not identified in other accounts or amounts credited back to the organization</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(841)</td>
<td>Conditional Grants</td>
<td>GRNT 841</td>
<td>Regional, Provincial or Federal grants</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Application for 50/50 CARES or similar grant for Site Selection Readiness project if there is not sufficient time to complete through CAEP after Town of Millet's application for membership is approved.</td>
</tr>
<tr>
<td>(921)</td>
<td>Transfers from Reserves</td>
<td>FRSV 921</td>
<td>Transfers from JEDI Reserves for the completion of special projects such as, an investment readiness program, updated labour report or other projects that may occur in 2020.</td>
</tr>
<tr>
<td></td>
<td>Transfers from</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reserves</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6,000.00</td>
<td>15,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td></td>
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<td><strong>297,200.00</strong></td>
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### EXPENSES

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<tr>
<th>Activity Code</th>
<th>Account Description</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>MILE 141</td>
<td>Costs of mileage for board members to attend board meetings or to attend events on behalf of the organization farther than 15km from their residence. Rate = $0.52/km</td>
<td>1,200.00</td>
<td>1,200.00</td>
<td>Estimated mileage: Based on previous Boards mileage for estimate</td>
</tr>
<tr>
<td>MEAL 142</td>
<td>Costs of meals or food for board members provided in meetings or for business events attended by board members on behalf of the organization.</td>
<td>300.00</td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td>FEE 151</td>
<td>Costs of per diem paid to board members and JEDI management team to attend JEDI board meetings. Rate = $100.00/per person/per meeting.</td>
<td>4,800.00</td>
<td>4,800.00</td>
<td>&gt; 8 elected officials/CAOs x 6 mtgs x $100.00/mtg = 4,800 Strat Planning is paid by municipalities</td>
</tr>
<tr>
<td>SAL 111</td>
<td>Cost of combined wages/salaries for JEDI staff.</td>
<td>137,000.00</td>
<td>141,000.00</td>
<td>&gt; Approx. based on estimated $91,000 Director &amp; $50,000 .75 FTE Executive Ass’t</td>
</tr>
<tr>
<td>BEN 131</td>
<td>Cost of RRSPs and group benefits for JEDI staff.</td>
<td>29,000.00</td>
<td>29,800.00</td>
<td>&gt; Director $16,500 &gt;Executive Ass’t Estimated at .75 FTE @ $13,300</td>
</tr>
</tbody>
</table>

**Total: Board Expenses** 6,300.00 6,300.00

### ADMINISTRATION - STAFF EXPENSES

<table>
<thead>
<tr>
<th>Activity Code</th>
<th>Account Description</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAL 111</td>
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<td>141,000.00</td>
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</tr>
<tr>
<td>BEN 131</td>
<td>Cost of RRSPs and group benefits for JEDI staff.</td>
<td>29,000.00</td>
<td>29,800.00</td>
<td>&gt; Director $16,500 &gt;Executive Ass’t Estimated at .75 FTE @ $13,300</td>
</tr>
<tr>
<td>Activity Code</td>
<td>Account Description</td>
<td>2019 Budget</td>
<td>2020 Budget</td>
<td>Additional Information</td>
</tr>
<tr>
<td>---------------</td>
<td>---------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>(141) Mileage Staff</td>
<td>Costs of mileage for staff travelling to meetings and business events farther than 15km from the office. Excludes trade shows and missions. Rate = $0.52/km</td>
<td>1500.00</td>
<td>1500.00</td>
<td>MILE 141</td>
</tr>
<tr>
<td>(142) Meals</td>
<td>Costs of business meeting meals.</td>
<td>750.00</td>
<td>500.00</td>
<td>MEAL 142</td>
</tr>
<tr>
<td>(148) Training &amp; Development</td>
<td>All costs associated with staff training and further professional development including seminar fees, workshop fees, training costs, per diem, travel, mileage, accommodations, etc.</td>
<td>7,000.00</td>
<td>6,400.00</td>
<td>TRNG 148</td>
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<tr>
<td><strong>Total: Staff Expenses</strong></td>
<td></td>
<td><strong>175,250.00</strong></td>
<td><strong>179,200.00</strong></td>
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</tr>
</tbody>
</table>

**ADMINISTRATION - CONTRACTED SERVICES**

<table>
<thead>
<tr>
<th>Activity Code</th>
<th>Account Description</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
<th>Additional Information</th>
<th>Activity Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>(221) Advertising &amp; Promotion</td>
<td>Parent account to 5 subcategory accounts</td>
<td>33,300.00</td>
<td>32,700.00</td>
<td>ADV 221</td>
<td></td>
</tr>
<tr>
<td>(223) Subscriptions/Recurring Accts</td>
<td>All subscriptions to publications, recurring accounts that are used as tools and any other accounts that are recurring and not related to membership fees. Examples include, but are not limited to, industry publications, CRM software, software tools with recurring fees, etc.</td>
<td>4,000.00</td>
<td>4,000.00</td>
<td>SUBS 223</td>
<td></td>
</tr>
<tr>
<td>(224) Membership Fees</td>
<td>All trade and industry related membership or association fees that are recurring, such as Chambers of Commerce, Economic Development Associations, government associations and industry or real estate associations.</td>
<td>2,000.00</td>
<td>3,500.00</td>
<td>MEMB 224</td>
<td></td>
</tr>
<tr>
<td>Activity Code</td>
<td>Additional Information</td>
<td>Account Description</td>
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<td></td>
</tr>
<tr>
<td>(225) Trade Show/Mission/Conference Costs</td>
<td>All costs associated to Trade Shows, Missions, Conventions and Conferences for the organization including registration fees, booth costs, travel, mileage, accommodations, per diem, incoming and outgoing mission costs, consultant fees and promotional costs. Examples include, but are not limited to, registration fees, hotels, flights, booth expense, misc. travel costs, visas, printed materials, etc.</td>
<td>JTSH 225</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(231) Accounting &amp; Audit Fees</td>
<td>All costs associated with annual audit fees and any additional accounting costs not provided by The County in Management Services.</td>
<td>AUD 231</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(232) Legal Fees</td>
<td>All costs associated with legal services including legal representation, advice, consultation and documentation fees.</td>
<td>LEG 232</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(235) Administration Fees (Management Services)</td>
<td>Cost of contractual agreement that JEDI pays the County of Wetaskiwin for management, administrative and communication services. They include, but are not limited to, telephone, internet and network services, office services, office supplies, accounting, banking and any additional relevant administration services needed for operational requirements. $9,000.00/year in 2016 (plus COLA each year), cell phone cost paid semi-annually. Reference: &quot;Management/Administration Billing Services Contract&quot;</td>
<td>ADM 235</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(239) Other Contracted Services</td>
<td>All costs associated to contracted or consulting services for projects not identified in other accounts. Examples include, but are not limited to, research, studies, regional projects, etc.</td>
<td>CONT 239</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activity Code</td>
<td>Account Description</td>
<td>2019 Budget</td>
<td>2020 Budget</td>
<td>Additional Information</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>---------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>BLDL 262</td>
<td>Cost of contractual agreement that JEDI pays the County of Wetaskiwin for 2 office spaces in the County office building. Paid semi-annually. Reference: &quot;Office Space Rental/Lease Billing Services Contract&quot;</td>
<td>5,600.00</td>
<td>5,700.00</td>
<td>Increase based on 1% COLA as per agreement</td>
<td></td>
</tr>
<tr>
<td>INS 274</td>
<td>Cost of organizational business insurance which includes Director's liability, general liability and insurance on JEDI assets.</td>
<td>1,100.00</td>
<td>1,100.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total: Contracted Services Expenses** 105,150.00 107,200.00

<table>
<thead>
<tr>
<th>Activity Code</th>
<th>Account Description</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPO 511</td>
<td>All costs for required office supplies and equipment that are not provided by The County in the Communication Costs. Includes annual cost of post office box</td>
<td>3,500.00</td>
<td>1,500.00</td>
<td>reduced because no need for major new equipment</td>
</tr>
<tr>
<td>SUPG 515</td>
<td>Any miscellaneous or incidental expenses that cannot be classified or identified in the existing accounts.</td>
<td>1,000.00</td>
<td>1,000.00</td>
<td></td>
</tr>
<tr>
<td>MTG 516</td>
<td>All costs associated with all meetings held by the organization and meetings attended for business or administrative purposes including registration fees, rental space, food, parking, consultant fees and equipment rentals. Examples include, but are not limited to, AGMs, strategic planning sessions, industry association events, business events, etc.</td>
<td>6,000.00</td>
<td>5,000.00</td>
<td>reduced based on 2018-2019 expenditures</td>
</tr>
</tbody>
</table>

**Total: Supplies Expenses** 10,500.00 7,500.00

**Total Expenses** 297,200.00 300,200.00
### 2020 JEDI Advertising & Promotion - DRAFT Budget (ADV 221)

<table>
<thead>
<tr>
<th>2019 Budget</th>
<th>2020 Budget</th>
<th>Additional Information</th>
<th>Activity Code</th>
<th>Account Description</th>
</tr>
</thead>
</table>
| (221) General Advertising - JEDI | 12,500.00 | 12,500.00 | > Ads in regional publications announcing new industrial companies, expansions, launches and regional accomplishments  
> We have a large advertisement that is quite pricy, but is a key economic development magazine “Invest In Alberta Magazine” for approx. $3,500 | JADV 221 | All advertising associated to ads, print ads, web ads, outdoor advertising such as billboards or any advertising used to promote the organization. |
<p>| (221) Web Page Costs - JEDI | 4,000.00 | 4,000.00 | | JWEB 221 | All costs associated to the webpage including maintenance fees, design fees, labour charges, administration, contract fees and any other fees to operate, edit and upgrade the webpage. |
| (221) Promotional Products - JEDI | 3,000.00 | 3,000.00 | &gt; Require more promotional products this year as our supply has depleted | JPPD 221 | All costs associated with promotional branded products used as general gifts, awards or trade show promotional items. Examples include, but are not limited to, branded pens, notebooks, keychains, calendars, cups, etc. |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount 1</th>
<th>Amount 2</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>(221) Promotional Tools - JEDI</td>
<td>12,000.00</td>
<td>12,000.00</td>
<td>&gt; Regional seminars: AG Forum, Ag workshops and Business Capacity, Business Operational Information Sessions, etc.</td>
</tr>
<tr>
<td>(221) Promotional Other - JEDI</td>
<td>1,800.00</td>
<td>1,200.00</td>
<td>&gt; Minor reduced based on 2019 expenditures &gt; Any miscellaneous expenses</td>
</tr>
<tr>
<td>Total</td>
<td>33,300.00</td>
<td>32,700.00</td>
<td>All costs associated with promotional tools used for communication, business guidance, organizational publications, AG events, labour info sessions, and business seminars. Examples include, but are not limited to, videos, business guides, seminars/info-sessions, enewsletter, etc.</td>
</tr>
</tbody>
</table>

Page 75 of 123
## 2020 JEDI Trade Shows / Mission Costs - DRAFT Budget (JTSH 225)

<table>
<thead>
<tr>
<th>Event Name</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
<th>Event Plan</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edmonton Real Estate Forum</td>
<td>650.00</td>
<td>700.00</td>
<td>&gt; <strong>Attending</strong>: 1  &lt;br&gt; &gt; <strong>Booth</strong>: NA (Conference)</td>
<td>Since this event was attended in the past it has been identified as a good opportunity to connect with and identify relevant regional real estate stakeholders. It is relevant to the region’s industrial and commercial development needs. It is the only annual event that brings the industrial development community and key real estate stakeholders of the region together.</td>
</tr>
<tr>
<td>May, 2019&lt;br&gt;Edmonton, Alberta</td>
<td></td>
<td></td>
<td></td>
<td>The Edmonton Real Estate Forum is the annual real estate forum for all commercial and industrial developments in Edmonton and the surrounding Capital Region. The forum is a full day conference program with speakers presenting on various topics such as the general economy, retail, land use needs and future commercial and industrial development projections of the region.</td>
</tr>
<tr>
<td>Global Petroleum Show</td>
<td>7,500.00</td>
<td>7,000.00</td>
<td>&gt; <strong>Attending</strong>: 2  &lt;br&gt; &gt; <strong>Booth</strong>: YES</td>
<td>Since this Event was attended in the past, the business value was identified as an excellent opportunity and that a booth was necessary to gain regional brand awareness and investment attraction. We will be looking to get a booth space in the Alberta Pavilion.</td>
</tr>
<tr>
<td>June, 2019&lt;br&gt;Calgary, Alberta</td>
<td></td>
<td></td>
<td></td>
<td>This is Canada’s largest annual exhibition for oil and gas manufacturing and technology companies. It will attract many nations for technology and investment and has several international pavilions.</td>
</tr>
<tr>
<td>Agriculture Trade Show (TBD)</td>
<td>4,000.00</td>
<td>3,500.00</td>
<td>&gt; <strong>Attending</strong>: 1 - 2  &lt;br&gt; &gt; <strong>Booth</strong>: TBD</td>
<td>Since Agriculture is one of the 2 key industry targets for the organization, a budget has been allocated for relevent agricultural conferences and events.</td>
</tr>
<tr>
<td>Event Description</td>
<td>2019 Budget</td>
<td>2020 Budget</td>
<td>Event Plan</td>
<td>Event Description</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Economic Development Conference (TBD)                                            | 2,500.00    | 2,000.00    | > Attending: 1  
> Booth: NA  
There are annual international, Canadian and provincial Economic Development Conferences. Budget has been allocated for one or a few relevant conferences that fit this budget category.  
> 2019 attended the EDAC - Economic Developers Association Canada Conference was held in Edmonton. Each year it moves across the Country - this event will not be attended in 2020 | > Industry: Economic Development  
> Exhibitors: NA (Conference)  
> Attendees: TBD  
Any relevant ED conferences that are in align with the organizational goals, such as the EDA conference. |
| Trade Missions or Site Selector Tour (TBD)                                        | 2,000.00    | 2,000.00    | > Attending: 1  
> Booth: NA  
There are several international incoming and outgoing trade missions held by the Provincial and Federal Government. There may be an option to plan an industrial site selector tour to targeted site selector offices in North America. Budget has been allocated for any relevant missions or tours that the organization can participate in. | > Industry: Oil & Gas, Agriculture or Real Estate  
> Exhibitors: NA  
> Attendees: NA  
Any relevant trade missions or site selector tours that are aligned with the target markets and organizational goals. |
| **Total**                                                                         | 16,650.00   | 15,200.00   |                                                                             |                                                                                                      |
2019 JEDI Annual General Meeting-Report

Meeting Date (Report Reference Only): 2019/11/05
Meeting (Report Reference Only): Council General

Background

The Joint Economic Development Initiative (JEDI) presented their 2020-2023 Strategic Plan to the Town of Millet and County of Wetaskiwin Council at the strategic planning session on October 9, 2019. Following the Strategic Planning Session, JEDI presented the 2020 draft Budget to the JEDI Board on October 22, 2019.

The JEDI draft 2020 Budget will be presented to Council later during this meeting for Council’s review. The Tactical Business Plans (resulting from the Strategic Planning Session) and the draft 2020 Budget will then be presented for final adoption at JEDI’s Annual General Meeting (AGM) on December 3, 2019.

Member municipalities must appoint a Council member to represent and vote on the budget approval process on behalf of the County of Wetaskiwin at the JEDI Annual General Meeting. Reeve T. Van de Kraats along with Councillors J. Bishop and L. Seely were appointed County of Wetaskiwin representatives to the JEDI Board at the County’s Organizational Meeting of October 22, 2019. (Ref. Resolution #CO20191022.012)

The past practice of the members has been to appoint a separate member to represent the County at the JEDI AGM.

Recommendations

Administration recommends Council appoint one Council member (with exception of the Reeve T. Van de Kraats, Councillors J. Bishop and Lyle Seely) to represent and vote on behalf of the County of Wetaskiwin at the JEDI Annual General Meeting scheduled for Thursday, December 6, 2018.

Recommended Resolution

that Council appoint Councillor to represent and vote on behalf of the County of Wetaskiwin at the JEDI Annual General Meeting scheduled for Tuesday, December 3, 2019.
11:00 a.m. Delegation-STARS Foundation – Glenda Farnden, Municipal Liaison-Report

Meeting Date (Report Reference Only): 2019/11/05

Meeting (Report Reference Only): Council General

Background

Glenda Farnden, Municipal Liaison with the Shock Trauma Air Rescue Service (STARS) Foundation, requested an audience with Council to provide an update on their services.

As per Grants to Organizations Policy 12.3.2, Council has approved a yearly grant, in the amount of $10,866.00 to the STARS Foundation. This amount is $1.00 per capita based on population of the current Federal Census.

The County budgeted $11,181 to STARS in the 2019 Municipal Capital and Operating Budget which was forwarded May 17, 2019.

A PowerPoint presentation submitted by Ms. Farnden on behalf of STARS is provided for review.

Recommendations

Administration recommends that Council accept the update from STARS as information and continue to provide annual funding in accordance with Grants to Organizations Policy #12.3.2, which will be included in the 2020 Municipal, Capital & Operating Budget.

Recommended Resolution

that Council accept the update from STARS as information and continue to provide annual funding in accordance with Grants to Organizations Policy #12.3.2, which will be included in the 2020 Municipal, Capital & Operating Budget.
FUELED BY GENEROSITY
Achieving successes together

Funding in Thousands
AB Government Funding $9,174
Total Operating Costs /Capital Expenditures** $38,856
AB Government Funding as a Percent of Costs 24%

STARS Gross Fundraising $20,254
AB Lottery $11,562
Calendar $794
Site Registration / Emergency Contact Centre $3,317

** Excludes capital expenditures for fleet renewal
RURAL Municipal LEADERS Support STARS

- 88% rural participation
- Plus 7 Districts in northeastern B.C.
- 66% contribute $2 per capita
- One half = over $2+ - $90 per capita
  - Includes northeastern B.C.

Collective Annual Sustainability: $1.8M

7 Municipalities Receive Logo Recognition

- Saddle Hills County
- County of Grande Prairie
- MD of Greenview
- Peace River Regional District (B.C.)
- Clear Hills County
- City of Grande Prairie
- Rocky View County NEW!
URBAN Municipal LEADERS Support STARS

Welcome!
★ (7) New Partners

New! Regional Support
• Flagstaff County
• Wheatland County
## COUNTY of WETASKIWIN @ Oct. 28, 2019

<table>
<thead>
<tr>
<th>Location</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Near Alder Flats</td>
<td>3</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>Near Buck Lake</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td>Near Ma-Me-O Beach</td>
<td>2</td>
<td>5</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>14</td>
</tr>
<tr>
<td>Near Maskwacis (Ermineskin First Nations)</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>Near Millet</td>
<td>2</td>
<td>4</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>Near Mulhurst Bay</td>
<td></td>
<td></td>
<td>1</td>
<td>4</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Near Westerose</td>
<td></td>
<td></td>
<td>3</td>
<td>1</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Wetaskiwin Inter-facility</td>
<td>28</td>
<td>31</td>
<td>30</td>
<td>33</td>
<td>20</td>
<td>142</td>
</tr>
<tr>
<td>Wetaskiwin scene calls</td>
<td>11</td>
<td>19</td>
<td>9</td>
<td>9</td>
<td>7</td>
<td>55</td>
</tr>
<tr>
<td>Near Winfield</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td><strong>TOTAL</strong> (averages 1 mission every week)</td>
<td>53</td>
<td>63</td>
<td>48</td>
<td>57</td>
<td>43</td>
<td>264</td>
</tr>
</tbody>
</table>

Represents annual services value of: $375,000 +
Our Neighborhood = 938 Missions 2015 – 2019 October 28

- County of Wetaskiwin: 250
- Ponoka County: 100
- Brazeau County: 150
- Camrose County: 200
- Leduc County: 50
- Clearwater County: 200
H-145 Fleet Recap

$117M Capital Campaign
- $13M Saskatchewan Government
- $13M Alberta Government
- $65M Federal Government

$26-$30M Capital Campaign Continues

May 2019 – Delivery of helicopters #1 & #2
July 2019 – Helicopter #1- operational @ Calgary Base
July 2019 – Helicopter #2 - training (for other bases)
Sept. 25, 2019 – Helicopter #3 arrived in Saskatchewan
2020-2021 – Expect delivery of helicopters #4, #5 and #6
2021-2022 – Expect delivery of helicopters #7, #8 and #9 (upon Capital Campaign completion)
County of Wetaskiwin

- Leadership and support
- Dedication to your residents
- Dedication to your municipal neighbors
- Commitment to safety and quality of life for all

Our Request

$2.00 per capita / per year
(represented approximately 3 missions per year)

Standing motion (Emergency Protective Services)

Together we will continue to fight for life.
Partnerships save lives.
Thank you County of Wetaskiwin!
GRANTS TO ORGANIZATIONS POLICY #12.3.2

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 believes that certain amounts of money should be included in its Municipal Budget each year for payments of grants to certain charitable organizations, individuals, and institutions and societies.

PROCEDURES

1. The amounts of money to be included in the budget shall be determined by Council and as attached as Schedule “A”.

2. Payment of grants approved in the attached Schedule “A” will be made upon receipt of request by the County Administrator.
## GRANTS TO ORGANIZATIONS POLICY #12.3.2

### Schedule “A”

#### Institutions & Societies

<table>
<thead>
<tr>
<th>Institution</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Royal Canadian Legion Remembrance Day Wreaths (Wetaskiwin, Millet, Mulhurst, Ma-Me-O Beach, Winfield &amp; Alder Flats $125.00 each or the equivalent to a #24 Wreath)</td>
<td>$750.00</td>
</tr>
<tr>
<td>Canteen Curling Bonspiel</td>
<td>$150.00</td>
</tr>
<tr>
<td>Wetaskiwin &amp; District Victim Services</td>
<td>$7,000.00</td>
</tr>
<tr>
<td>Farm Safety Centre Safety Smarts Program</td>
<td>$2,600.00</td>
</tr>
<tr>
<td>STARS ($1.00/capita based on population of the current Federal census)</td>
<td>$10,866.00</td>
</tr>
<tr>
<td>Canadian Fallen Heroes Foundation (Silver)</td>
<td>$500.00</td>
</tr>
<tr>
<td>Wetaskiwin &amp; County Sports Hall of Fame</td>
<td>$200.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$22,066.00</strong></td>
</tr>
</tbody>
</table>

#### FCSS Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leaders of Tomorrow</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Seniors Wellness Conference</td>
<td>$500.00</td>
</tr>
<tr>
<td>Lakedell Ladies Conference</td>
<td>$100.00</td>
</tr>
<tr>
<td>Volunteer Week Committee</td>
<td>$250.00</td>
</tr>
<tr>
<td>Wetaskiwin &amp; District Victim Services</td>
<td>$5,031.00</td>
</tr>
<tr>
<td>Leduc &amp; District Victim Services</td>
<td>$3,691.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$10,572.00</strong></td>
</tr>
</tbody>
</table>
Background

On May 7, 2015 Administration held a Public Auction for all properties shown on the tax arrears list as per Section 418 MGA. At the July 7, 2015 Council General Meeting, Council approved a motion to leave the current landowners on title for the property described as Plan 5017TR, Block 7, Lot 2 (SE 14-47-28-W4M) due to the outstanding Writ on title. (Ref. Resolution No. CG20150707.1021)

A Canada Revenue Agency writ is currently on the title for $127,923 and associated costs of approximately $19,286. This writ would not be removed if the property was seized or sold and would transfer the liability of the writ to any subsequent owners.

On October 28, 2019 correspondence was received from Canada Revenue Agency stating that they will remove the writ at the time of sale to enable the County of Wetaskiwin to sell the property to a buyer with a clean title. The County of Wetaskiwin will receive $22,497.74 from the sale to cover the outstanding taxes and associated costs and a certified cheque for all the remaining funds will be sent to Canadian Revenue Agency to satisfy their claim.

Alternatives

1. The property can be acquired as per Section 424 MGA. The County of Wetaskiwin would sell the property in order to collect the outstanding taxes then provide a certified cheque of all the remaining funds to Canada Revenue Agency.

2. The property can be left with the current owner’s names on title. At some point Canada Revenue Agency may seize the property and be required to pay the back taxes to the County.

Recommendations
Administration recommends that Council approve to make applications to the Registrar at Alberta Land Titles for final acquisition of the subject properties legally described as Plan 5017TR; Block 7 Lot 2 (SE-14-47-28-W4M).

**Recommended Resolution**

that Council approve to make applications to the Registrar at Alberta Land Titles for final acquisition of the subject properties legally described as Plan 5017TR; Block 7 Lot 2 (SE-14-47-28-W4M).
COUNTY OF WETASKIWIN NO.10
ATTENTION: LEXIE ROBINSON
P.O. BOX 6960
WETASKIWIN AB T9A 2G5

Dear Mr. Robinson:

RE: Tax Sale - Roll 273436
Legal Description Plan 5017TR, Block 7, Lot 2
Land Owner Robert Clifford Doris & Brenda D O'Brien

This is to confirm that the Canada Revenue Agency will allow the County of Wetaskiwin to receive a portion of funds distributed from the seizure and sale of the property noted above, provided a certified cheque of all the remaining funds are sent to the Canada Revenue Agency after the property taxes owing to the County of Wetaskiwin are satisfied. The amount to be distributed is noted in correspondence received from the County of Wetaskiwin dated October 4, 2019 and includes the amounts noted in the correspondence which, at that date, totalled $21,665.59.

The County will seize the property and they will sell it for the highest value possible through a tendering process. The minimum bid will be set at $130,000.00. If throughout the process the minimum price is to be lowered, the CRA will be notified of the changes in writing, along with all related correspondence including but not limited to: any and all bids the property received, a market assessment value from the realtor involved in the process and a comparative property assessment value. The county will collect their taxes outstanding plus related costs and all remaining proceeds will be paid to CRA, estimated to be $107,000.00. The CRA will remove all security interests associated with the title at the time of sale ensuring a clean title for the new owner of the parcel.

This information is based on a review of information drawn from
CRA's existing computerized records relating to these accounts as of October 17, 2019. This review does not constitute an audit and no attempt to verify the accuracy or completeness of the information provided to CRA was made in the context of this review.

The Estate of the Late Robert Doris is responsible for making sure all obligations under the Income Tax Act, the Excise Tax Act, and all other legislation that applies are met. The CRA doesn't guarantee that the appropriate obligations have been met by The Estate of The Late Robert Doris or, that other arrears do not exist.

CRA does not undertake to notify you of any subsequent assessments or reassessments on this account relating to periods before or after July 18, 2019.

Please forward your payment directly to:

Canada Revenue Agency
PO Box 3800 STN A
Sudbury ON P3A 0C3

For other payment options, go to www.canada.ca/guide-taxes-payments

Please write the account number 627647902R1 on your cheque or money order when you make your payment.

If you would like more information, please contact us at the Winnipeg Tax Services Office at 204-984-0165.

Yours sincerely,

Dana Kelly (1221)
Team Leader
Revenue Collections
(b) in one issue of a newspaper having general circulation in the municipality, not less than 10 days and not more than 20 days before the date on which the public auction is to be held.

(2) The advertisement must specify the date, time and location of the public auction, the conditions of sale and a description of each parcel of land to be offered for sale.

(3) The advertisement must state that the municipality may, after the public auction, become the owner of any parcel of land not sold at the public auction.

(4) Not less than 4 weeks before the date of the public auction, the municipality must send a copy of the advertisement referred to in subsection (1)(a) to

(a) the owner of each parcel of land to be offered for sale,

(b) each person who has an interest in any parcel to be offered for sale that is evidenced by a caveat registered by the Registrar, and

(c) each encumbrancee shown on the certificate of title for each parcel to be offered for sale.

1994 cM-26.1 s421;1995 c24 s63

Adjournment of auction

422(1) The municipality may adjourn the holding of a public auction to any date within 2 months after the advertised date.

(2) If a public auction is adjourned, the municipality must post a notice in a place that is accessible to the public during regular business hours, showing the new date on which the public auction is to be held.

(3) If a public auction is cancelled as a result of the tax arrears being paid, the municipality must post a notice in a place that is accessible to the public during regular business hours stating that the auction is cancelled.

1994 cM-26.1 s422

Right to a clear title

423(1) A person who purchases a parcel of land at a public auction acquires the land free of all encumbrances, except

(a) encumbrances arising from claims of the Crown in right of Canada,

(b) irrigation or drainage debentures,
(c) caveats referred to in section 39(12) of the \textit{Condominium Property Act},

(d) registered easements and instruments registered pursuant to section 69 of the \textit{Land Titles Act},

(e) right of entry orders as defined in the \textit{Surface Rights Act} registered under the \textit{Land Titles Act},

(e.1) a caveat that, pursuant to section 3.1(6)(f)(iv) of the \textit{New Home Buyer Protection Act}, remains registered against the certificate of title to the land,

(f) a notice of lien filed pursuant to section 38 of the \textit{Rural Utilities Act},

(g) a notice of lien filed pursuant to section 20 of the \textit{Rural Electrification Loan Act}, and

(h) liens registered pursuant to section 21 of the \textit{Rural Electrification Long-term Financing Act}.

\textbf{(2)} A parcel of land is sold at a public auction when the person who is acting as the auctioneer declares the parcel sold.

\textbf{(3)} There is no right under section 415 to pay the tax arrears in respect of a parcel after it is declared sold.

\textit{Transfer of parcel to municipality}

\textbf{424(1)} The municipality at whose request a tax recovery notification was endorsed on the certificate of title for a parcel of land may become the owner of the parcel after the public auction, if the parcel is not sold at the public auction.

\textbf{(2)} If the municipality wishes to become the owner of the parcel of land, it must request the Registrar to cancel the existing certificate of title for the parcel of land and issue a certificate of title in the name of the municipality.

\textbf{(3)} A municipality that becomes the owner of a parcel of land pursuant to subsection (1) acquires the land free of all encumbrances, except

(a) encumbrances arising from claims of the Crown in right of Canada,

(b) irrigation or drainage debentures,

(c) registered easements and instruments registered pursuant to section 69 of the \textit{Land Titles Act},
Proposed Assessment Review Board Bylaw-Report

Meeting Date (Report Reference Only): 2019/11/05
Meeting (Report Reference Only): Council General

Background

Each year Council appoints the Assessment Administrative Assistant as the Assessment Review Board Secretary for Composite Assessment Review Board (CARB) and the Local Assessment Review Board (LARB) appeal hearings.

Council must appoint a designated officer to act as the Clerk, in accordance with the Municipal Government Act, Section 456, which states:

(1) The council of a municipality must appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality.

(3) The clerk must not be an assessor or a designated officer having authority to grant or cancel tax exemptions or deferrals under section 364.1.

The Clerk will also act as Recording Secretary to be present during any appeal(s) relating to Composite Assessment Review Board (CARB) and the Local Assessment Review Board (LARB).

Rather than appointing a Clerk each year, Council may, through Bylaw, appoint the Designated Officer as per Section 210 of the MGA. The Clerk to CARB and LARB requires a refresher training course every three years. The Administrative Assistant to Assessment has the training courses that will expire April 5th, 2020.

A copy of the proposed bylaw is provided for Council’s review along with a correction in Section 1.1.b.

Recommendations

Administration recommends that Council pass three readings of proposed Bylaw 2019/53.

Recommended Resolution

that Bylaw 2019/53 receive first reading.
that Bylaw 2019/53 receive second reading.
that Bylaw 2019/53 go to third reading.
that Bylaw 2019/53 receive third & final reading.
BY-LAW NUMBER 2019/53

BY-LAW NO. 2019/53 is a Bylaw of the County of Wetaskiwin No. 10, in the Province of Alberta, for the purpose of establishing an Assessment Review Board.

WHEREAS pursuant to Section 454 of the Municipal Government Act (MGA), RSA 2000, c M-26, Council must by Bylaw establish a Local Assessment Review Board and a Composite Assessment Review Board;

WHEREAS pursuant to Section 454.1 of the MGA, Council must appoint at least 3 persons as members of the Local Assessment Review Board, designate one of the Members appointed as the Chair, prescribe the term of office of each Member appointed and the Chair, and prescribe the remuneration and expenses if any payable to each Member and the Chair;

WHEREAS pursuant to Section 454.2 of the MGA, Council must appoint at least 2 persons as members of the Composite Assessment Review Board, designate one of the Members appointed as the Chair, prescribe the term of office of each Member appointed and the Chair, and prescribe the remuneration and expenses if any payable to each Member and the Chair;

NOW THEREFORE, pursuant to the Municipal Government Act, the Council of the County of Wetaskiwin No. 10, hereby enacts as follows:

1. DEFINITIONS
   1.1 In this Bylaw:
   a. “Assessment Review Board (ARB)” means both the Composite and Local Assessment Review Boards;
   b. “Clerk” means the designated officer appointed as Clerk of the ARBs in accordance with Section 456 of the MGA;
   c. “Composite Assessment Review Board (CARB)” means the Composite Assessment Review Board established pursuant to this Bylaw in accordance with Section 454 of the MGA;
   d. “Council” means the Municipal Council of the County of Wetaskiwin;
   e. “Local Assessment Review Board (LARB)” means the Local Assessment Review Board established pursuant to this Bylaw in accordance with Section 454 of the MGA;
   f. “Member” means an individual who is appointed to the Composite Assessment Review Board, the Local Assessment review Board, or the Composite and Local Assessment Review Boards;

2. MEMBERSHIP
   2.1 Council will appoint Members and each Chair as required by the MGA under Sections 454.1 and 454.2 and in accordance with County Bylaws, Policies and Procedures;
   2.2 Council will appoint no more than 4 persons as a Member of each ARB;
2.3. To be eligible to be appointed to the ARB, all Members must successfully complete training as prescribed by the Minister.

2.4. At anytime a person may be a member of both Assessment Review Boards.

2.5. Each ARB will conduct itself in accordance with MGA, and County Bylaws, Policies and Procedures.

3. **CHAIRPERSON**
   3.1. The Chair will meet the qualification requirements and fulfill its duties as set out in the MGA under Sections 454.1(2), and 454.2(2).
   3.2. Unless an order of the Minister authorizes otherwise, the Chair must not appoint more than one Councillor to a three Member panel or a Councillor as the only Member of a one Member panel under Section 454.11(3)
   3.3. Unless an order of the Minister authorizes otherwise, the chair must not appoint more than one councillor to a panel under Section 454.21(3)

4. **TERMS**
   4.1. Members shall be appointed for a three-year term and may be re-appointed at the expiration of their term.
   4.2. If a vacancy on the ARB occurs at any time, Council may appoint a new Member to fill the vacancy for the remainder of that term.
   4.3. A Member may resign from the ARB at any time on written notice to the Assessment Review Board Clerk.

5. **REMUNERATION**
   5.1. Remuneration and expenses, if any for Members and Chairs will be set by County Bylaw or Council Resolution.

6. **CLERK DUTIES**
   6.1. The Clerk will meet the qualification requirements and fulfill its duties as set out in the MGA under Section 456.
   6.2. In accordance with Sections 210 and 455 of the MGA, Council hereby appoints the Assessment Administrative Assistant as Designated Officer to carry out the duties as the Clerk.

7. **Repealing**
   7.1. This Bylaw repeals Bylaw 2018/11 in its entirety.

This Bylaw shall become effective on the date of third and final reading.

READ: A First time this 5th day of November A.D., 2019.

READ: A Second time this 5th day of November A.D., 2019.

READ: A Third time and finally passed this 5th day of November, A.D., 2019.

_______________________
Reeve

_______________________
Chief Administrative Officer
2019-2021 Appointment of Chairperson Assessment Review Board-Report

Meeting Date (Report Reference Only): 2019/11/05
Meeting (Report Reference Only): Council General

Background

Each year Council appoints a Chairperson to the Assessment Review Board. At the April 17, 2018 meeting, Councillor L. Seely was appointed Chairperson.

Recommendations


Recommended Resolution

Background

In accordance with Section 19(1) of the Weed Act and Section 14(5) of the Agricultural Pests Act, Council must annually appoint/establish a Committee to hear and determine appeals under the Acts.

In past practice, the County has named the Subdivision & Development Appeal Board (SDAB) to act as the Appeal Board.

Alternatives

1. Appoint the SDAB to act as the Appeal Board under the Weed Control Act & Agricultural Pests Act.
2. Establish a separate appeal board to act as the Appeal Board under the Weed Control Act & Agricultural Pests Act.

Recommendations

that Council appoint the SDAB to act as the Appeal Board under the Weed Control Act & Agricultural Pests Act.

Recommended Resolution

that Council appoint the SDAB to act as the Appeal Board under the Weed Control Act & Agricultural Pests Act.
Amendment to Service Awards Policy 12.2.9 Nov 5 2019-Report

Meeting Date (Report Reference Only): 2019/11/05
Meeting (Report Reference Only): Council General

Background

The Service Awards Policy #12.2.9 was reviewed and amended to make the Policy current in content and formatting. This Policy was created November 2005, with the most current amendment in 2018 by Resolution CG20181204.1037.

The Policy was again reviewed by Directors on September 25, 2019 at which time the following changes were recommended:

Section 2.3 was changed to read:
2.3 Employees will receive a letter and a cheque with the amount they are eligible to receive. and a cheque in that amount.

Section 6 (Addition):
6. All awards are subject to applicable deductions as per Canada Revenue Agency.

Alternatives

Council may consider the following options:
1. Amend Policy as recommended;
2. Accept recommendations for Policy amendment as information.

Recommendations

Administration recommends that Council approve Service Awards Policy 12.2.9 with amendments as follows:

Section 2.3 be changed to read:
2.3 Employees will receive a letter and a cheque with the amount they are eligible to receive. and a cheque in that amount.

Section 6 (Addition):
6. All awards are subject to applicable deductions as per Canada Revenue Agency.

**Recommended Resolution**

that Council approve Service Awards Policy 12.2.9 with amendments as follows:

Section 2.3 be changed to read:
2.3 Employees will receive a letter and a cheque with the amount they are eligible to receive.
and a cheque in that amount.

Section 6 (Addition):
6. All awards are subject to applicable deductions as per Canada Revenue Agency.
SERVICE AWARDS POLICY #12.2.9

POLICY STATEMENT

The County of Wetaskiwin recognizes that its employees are its most valuable resource and will set out a program of recognition for the contributions and commitment of staff for their service to the County. The intent of this policy is to provide guidelines to determine when awards can be given to employees from Council in appreciation for their service.

DEFINITION

- **Retirement** – LAPP rules for “Unreduced Pension” apply, with the exception that the employee must have at least 5 (five) years of service with the County. (Employees need not be members of LAPP to qualify for retirement award, they just have to meet the rules of unreduced pension – age 65 or the 85 factor.)

PROCEDURES

1. **Service Eligibility**
   1.1. The County of Wetaskiwin will present awards to honour those employees and elected officials with five or more years of service. An annual awards banquet will be held in December of each year at a local facility to honour those employees and elected officials.

   1.2. Service awards will be given to the following categories:
       1.2.1. Full-time employees
       1.2.2. Part-time employees
       1.2.3. Seasonal employees
       1.2.4. Elected Officials
       1.2.5. Casual Employees

   1.3. Individuals serving the County on a contract basis do not have employee status and will not be considered for service awards. Employees whose status moves from employee to contract employee may be eligible for awards under this policy. The determination will be solely by the Chief Administrative Officer as referred to in Section 5 of this policy.

   1.4. When less than 12 months is served, calculations for eligibility of full-time employees will be made as such: 3-6 months of service, recognition is given for half a year; for 7-12 months of service, recognition is given for one full year.
1.4.1. Part-time, seasonal or casual employees must work 520 hours within a calendar year to be credited with one year of service. If an employee does not qualify for the credit, the non-qualifying year is not considered a break in service when determining eligibility for the next year.

1.5. Service award eligibility (i.e. years of service) is determined solely by this policy, not by standing Union agreements or vacation entitlements.

1.6. The commencement date for which service awards will be based shall begin January 1st and end December 31st. An employee will qualify for a service award if his fifth or multiple-of-five anniversary date occurs on or before December 31st of that year.

1.7. For the purpose of service awards, any approved leave of absence, with or without pay, will not be considered a break in service provided there was no resignation, but will not be credited as service during the leave of absence.

1.8. Former employees who have recommenced employment with the County within one year of the termination shall be credited with the service time accumulated at the time of the prior termination.

1.9. Employees who resign in good standing or have been laid off after completing their fifth (or tenth, fifteenth, twentieth, etc.) year of employment will be eligible to receive a service award and an invitation, including their spouse/guest, to the Service Awards Banquet, with free admission to the banquet.

1.10. No changes shall be made to existing service calculations that have been made prior to this policy being in effect.

2. **Long Service Awards**

2.1. Long service awards will be awarded to eligible employees at the completion of each 5-year phase of continuous employment.

2.2. For each five-year increment the following items will be awarded (part-time, seasonal and casual employees will receive a cheque, based on their FTE):

   2.2.1. 5 years – 5-year pin, $50
   2.2.2. 10 years – 10-year pin, $100
   2.2.3. 15 years – 15-year pin, $150
   2.2.4. 20 years – 20-year pin, $250
   2.2.5. 25 years – 25 year pin, $500
   2.2.6. 30 years – 30 year pin, $1,000
   2.2.7. 35 years – 35-year pin, $1,500
2.3. Employees will receive a letter and a cheque with the amount they are eligible to receive and a cheque in that amount.

2.4. Elected Officials may receive a County Pin (and no monetary value) recognizing their years of service at the completion of each 5-year increment as follows:

- 2.4.1. 5 years – 5-year pin
- 2.4.2. 10 years – 10-year pin
- 2.4.3. 15 years – 15-year pin
- 2.4.4. 20 years – 20-year pin
- 2.4.5. 25 years – 25 year pin
- 2.4.6. 30 years – 30 year pin
- 2.4.7. 35 years – 35-year pin

3. **Resignation Award**

3.1. The County of Wetaskiwin will present a gift to each full-time or part-time employee who resigns in good standing after at least two full years of employment. The gift may be presented at the annual awards banquet held in December of each year or at an appropriate time. A cake may also be provided at the County Office after 10 years of services. (Note: Employees who are eligible for a retirement gift are not eligible for a resignation gift.)

3.2. Gift values will be as follows (part-time employees will receive a prorated cash gift based on FTE):

- 3.2.1. 2-4 years – $50.00
- 3.2.1. 5-9 years - $75.00
- 3.2.1. 10-14 years - $100.00
- 3.2.1. 15-19 years - $150.00
- 3.2.1. 20+ years - $200.00

3.3 If an employee receives a resignation award and returns to work within 12 months and becomes eligible for either a resignation or retirement award thereafter, then the value of the first award will be subtracted from the second award before making a payment.

4. **Retirement**

4.1. The County of Wetaskiwin will present a gift to each full-time or part-time employee who retires at the annual awards banquet held in December of each year, or at an appropriate time. A cake may also be provided at the County office.
4.2. Gift values will be as follows (part-time employees will receive a cheque based on FTE):

4.2.1. 5-9 years - $200.00
4.2.2. 10-14 years - $300.00
4.2.3. 15-19 years - $400.00
4.2.4. 20-24 years - $500.00
4.2.5. 25-29 years - $600.00
4.2.6. 30-34 years - $700.00
4.2.7. 35+ years - $800.00

4.3 If an employee receives a resignation or retirement award and returns to work within 12 months and becomes eligible for a retirement award thereafter, then the value of the first award will be subtracted from the second award before making a payment.

5. Notwithstanding the above guidelines, the County Administrator will deal with all exceptional situations.

6. All awards are subject to applicable deductions as per Canada Revenue Agency.
Information Items to November 5, 2019-Report

Meeting Date (Report Reference Only): 2019/11/05

Meeting (Report Reference Only): Council General

Background

Attached for Information:

1. RMA Circulars:
   a. October 18, 24, 25

2. 

Recommendations

Administration recommends that Council accept the documents provided as information.

Recommended Resolution

that Council accept the documents provided as information.
FCM Report for RMA Members

The Federation of Canadian Municipalities (FCM) Board of Directors is comprised of elected municipal officials and affiliate members from all regions and various-sized communities across Canada. The FCM Board meets quarterly to develop policy position on key national municipal issues and sets priorities that reflect the concerns of municipal governments and FCM’s affiliate members.

Learn more...

MEMBER BULLETINS

Member bulletins are posted to RMAAlberta.com regularly each week.

Below is a list of all the member bulletins compiled from the past week.

RMA Meets with Seniors and Housing Minister

RMA had the opportunity to meet with the Honourable Minister of Seniors and Housing, Josephine Pon last week. These meetings are crucial for building relationships with the new government and discussing issues of importance for rural Alberta.

Learn more...
REMINDERS

Fall Convention Registration Deadline
October 25

The RMA Fall 2019 Convention will take place November 13 - 15, 2019 at the Edmonton Convention Centre. The deadline for Fall convention tickets is quickly approaching - October 25 is the last day you can buy your tickets!

Learn more...

October 21 Deadline Approaching for Shallow Gas Tax Relief Program

On July 2, 2019, the Government of Alberta announced a plan to offer tax relief to struggling shallow gas companies operating in rural municipalities across the province. Municipalities may offer impacted companies a reduction of up to 35% on well and pipeline taxation.

Learn more...

Have Your Say on Renewable Energy Projects

The University of Alberta is surveying municipalities to gauge their level of interest and motivation for renewable energy projects. The purpose of the survey is to help identify the demand, opportunities, and barriers regarding renewable energy projects in Canadian municipalities.

Learn more...

ANNOUNCEMENTS

Take Action with the Municipal Climate Change Action Centre

- Explore factors that shape people’s understanding of climate and carbon issues and learn about tools.
and resources for framing and engaging in carbon positive discussions in an interactive, workshop-style environment. To register for SPARK 2019 at the discounted municipal sector rate of $499, please use the registration code SPARK-MUNI (case-sensitive). We look forward to seeing you there on October 28.

- Want to install solar in your municipality but don’t know where to start? Register for the Alberta Municipal Solar Program 101 webinar on October 24 from 10:30 to 11:30 am.

- Need advice on how to improve your energy management? Find support with the Partners for Climate Protection Program. Register for the webinar on November 5 from 10:30 to 11:30 am.

- In November 2009, the Municipal Climate Change Action Centre signed its first grant with the Government of Alberta. Celebrate ten years of service with MCCAC by entering to win an Ecobee smart thermostat on Twitter.

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IN THE NEWS

- Justice minister’s rural crime tour hears horror stories at Leduc stop
- Alberta government bill would update grazing lease system to collect more revenue
- On the road to a low-cost, carbon-free Alberta: Don Pittis
- Licensed practical nurses to have broader role
- The only growing business in the oilpatch: dead wells
- Warren Buffett’s firm to launch $200M wind power farm in Alberta
- Coalition government: What is it, and where does each party stand?
- Alberta cannabis industry readies for edibles, but details still murky
- Opinion: Seeking a fair path to highway safety
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2510 Sparrow Drive
Nisku, AB  T9E 8N5

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Want to change how you receive these emails?
Business Services Updates

Preparing Vacant and Seasonal Properties for Winter

Winter is once again upon us, bringing the sub-zero temperatures many dread. It is also the time when organizations with vacant or seasonal properties need to look at taking the right steps to protect their buildings from weather-related issues.

Learn more

RMA Trade Welcomes Nigel Gamester

Nigel Gamester is the newest member of the RMA team and joins RMA Trade as Vendor Administration Manager. Nigel is certainly no stranger to serving Alberta municipalities from years of helping RMA members reduce and contain their electricity and natural gas costs. He holds a Bachelor of Commerce degree from MacEwan University and is passionate about bringing his consultative background to the vendor relations team to catalyze growth in the RMA Trade and Fuel programs.

When Nigel is away from the office, he enjoys watching sports, travelling, and hanging out with his wife Tanya and daughter Lynden.

12 Month Volume
60,116,178

Members
360

Provinces
6

How long has it been since your last cost analysis?

We have reduced bridging fees across Alberta, and members are seeing significant savings.

Contact us for your FREE cost analysis, and start saving money on your fuel and lubricant purchases!

Links
Thank You to Our Room To Grow Attendees

It was great to have the opportunity to connect in person with some of our U.S. vendors at Room To Grow, October 15-18. We're already looking forward to next year!

Product Reformulation Notice - Reminder

DURON UHP 5W-40 will be temporarily reformulated as of August through to October 2019. This alternate formulation’s credentials will remain the same with the exception of the Detroit Diesel DFS 93K222 OEM approval, which will change to a suitable for use
alternative backed by Petro-Canada Lubricants’ No-Nonsense Warranty. There are no compatibility issues with the current and alternate formulation of DURON UHP 5W-40. Oil analysis of this alternate formulation will be similar to that of the current formulation. There will be a slightly lighter colour to this alternate formulation, which has no impact to performance.

Petro-Canada Lubricants are confident in the performance of this alternate formulation and are committed to maintaining the high performance that you have come to expect from Petro-Canada Lubricants and DURON UHP 5W-40.

Supplier Offers & Newsletters This Month

Lane Quinn

- [This month's article on financial wellness](#)

Mobil Serv

- Register for the upcoming [2019 Lubes Technical Symposium in Edmonton, November 6 - 7](#) designed to help you strengthen your knowledge and skills with lubrication and Mobil lubricants.

NAPA

- [NAPA October flyer](#)
- [NAPA Winter Ready flyer](#)

Staples

- With winter fast approaching, Staples is launching their [Ice Melter Early Buy Program](#).
Alberta Budget 2019-20: Initial Analysis

Yesterday, the Government of Alberta released their budget for the shortened 2019-20 fiscal year (October 24, 2019 to March 31, 2020).

RMA President Al Kemmere’s initial reaction to the 2019-20 provincial budget can be found on our website.

Learn more...

MEMBER BULLETINS

Member bulletins are posted to RMAAlberta.com regularly each week.

Below is a list of all the member bulletins compiled from the past week.

Alberta Budget 2019-20: The Facts

The Government of Alberta has released Budget 2019: A plan for jobs and the economy for the 2019-20 fiscal year and 2019-23 Fiscal Plan. The Government of Alberta states the 2019-20 budget is positioning the province to be one of the most tax competitive jurisdictions in North America for investment while balancing the budget by 2022-23.

Learn more...

RMA Encourages Prime Minister to
Engage Rural Representatives in Alberta and Saskatchewan

As the voice of rural Alberta, the Rural Municipalities of Alberta (RMA) reminds the Prime Minister that Alberta and Saskatchewan are much bigger than just the provinces’ large urban centres and that rural engagement is paramount in strengthening unity across the country.

Learn more...

Updated Sewage Variance Transition Guidance Document Now Available

To support municipalities in understanding their role in the variance transition process, RMA has participated on a committee with Alberta Municipal Affairs and other relevant provincial, municipal, and safety codes representatives to prepare a guidance document for municipalities. Version 2 of the document is now available.

Learn more...

Government of Alberta Seeking Municipal Input on Cannabis Legalization Costs

The Government of Alberta is currently seeking input from Alberta municipalities on costs they have incurred in relation to cannabis legalization. The consultation supports a commitment in the UCP election platform. The deadline for completion of the survey is November 1, 2019.

Learn more...

Agroclimate Impact Reporter Survey

Agriculture and Agri-Food Canada manages a monthly online survey that allows farmers to submit agro-climatic conditions. The results of this monthly survey inform the federal government, and provincial and local government agencies, of current conditions and emerging risks to the agriculture sector. The survey is only open for the last week of a given month (from April to October).
REMINDERS

Notice of Elections and Procedures for RMA Board of Directors

Four of the seven seats on the RMA Board of Directors will be up for election at the Fall 2019 Convention and will serve a two-year term, from 2019 to 2021.

ANNOUNCEMENTS

Take Action with the Municipal Climate Change Action Centre

- Congratulations to the City of Cold Lake for starting their lighting retrofit project with funding from the Recreation Energy Conservation program. They will see an estimated $10,357.59 in annual cost savings that they will be able to put towards other municipal priorities. Read more about their success here.

- Need advice on how to improve your energy management? Find support with the Partners for Climate Protection Program. Register for the webinar on November 5 from 10:30 to 11:30 am.

- In November 2009, the Municipal Climate Change Action Centre signed its first grant with the Government of Alberta. Celebrate ten years of service with MCCAC by entering to win an Ecobee smart thermostat on Twitter.

Developing Rural Tourism in Alberta

Are you interested in agri-tourism or rural tourism? Are you a farmer looking for new ways to market your
business? Do you have events that you would like to grow? Destination Rural Alberta is a two day hands-on conference November 25 and 26 for small to medium sized organizations that will give you the tools to grow your tourism business and community.

Learn more...

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**IN THE NEWS**

- Provincial budget: How will it affect rural municipalities? (radio)
- Trudeau's to-do list: calm rising regional tensions, heal rifts with premiers
- Trans Mountain pipeline could fund $500M a year in clean energy projects
- 'The NIMBY thing is alive and well': Neighbours attack $50M solar farm expansion near Brooks
- Once considered a pest, Alberta's official fish is now under threat
- Rural municipalities raising alarm over policing costs
- Woodlands County residents to see service cuts, property tax increases
- MD councillors express concerns about province's proposed policing tax
- Trudeau rules out coalition, promises gender equity in new cabinet
- The big election winner? The carbon tax
- Trailer advertising on highways a provincial issue
- Tobacco, smoking, vaping review: MLA Jeremy Nixon
- Veteran rural Alberta firefighters star in Discovery series
- Madu fires shot at city hall spending ahead of Alberta budget
- Alberta government to table budget with 'surgical' cuts: Finance minister
- FCM welcomes new federal government: “Let’s work together to build better lives”
- What Albertans can expect now that a Liberal minority has been re-elected
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