

**AGENDA FOR THE REGULAR MEETING OF  
THE COUNCIL OF THE TOWN OF ONOWAY  
HELD ON THURSDAY, MARCH 5, 2020 IN THE COUNCIL CHAMBERS  
OF THE ONOWAY CIVIC OFFICE AT 9:30 A.M.**

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

- as is, or with additions or deletions

**3. ADOPTION OF MINUTES**

Pg 1-4 - February 20, 2020 Regular Council Meeting

**4. APPOINTMENTS/PUBLIC HEARINGS**

Pg 5-35 - 9: 35 a.m. – Michelle Jones, Yellowhead East Community Futures  
Lemonade Day June 20, 2020; CARES Grant Diversification Strategy  
Report and an Annual Report on their work for the past year

**5. FINANCIAL REPORTS – n/a**

**6. POLICIES & BYLAWS - Draft 2020 Business License Bylaw**

Pg 36-44 - please refer to the attached draft updated Business License Bylaw. Keystone Strategies has provided suggested updates in red on the Bylaw to reflect the regional business license and Partners in Progress member municipalities. (*for discussion and direction of Council at meeting time*)

## 7. ACTION ITEMS

a) Draft Operating and Capital Budget –a draft budget will be presented and reviewed at meeting time. *(accept review and discussion for information and another draft be brought to our next council meeting)*

b) Coronavirus Preparation – Councillor Johnson has requested that a discussion on coronavirus be held and she will speak to this item during the meeting. *(for discussion and direction of Council at meeting time)*

Pg 45-46  
c) State of the Region Address – please refer to the attached February 27, 2020 invitation from Sarah Perry, CEO, Greater Parkland Regional Chamber of Commerce to the Address being held on Thursday, March 12, 2020 at 5:30 p.m. in Stony Plain at the Heritage Pavilion, Spruce Grove Hall. Tickets are available to purchase at a cost of \$75.00 per person. *(to authorize the attendance of Council and Administration or to accept for information)*

Pg 47-49  
d) Pitch In Canada – please refer to the attached draft declaration for Pitch In Week being held April 19-26, 2020. The Beautification Committee has requested the Town to register as the event holder and indicated that Beautification would lead the event. Tim Horton's is partnering with Pitch-In Canada to promote environmental stewardship across Canada. *(to approve registering as the event holder and to declare April 19-26, 2020 as Pitch-In- Canada week)*

e)

f)

g)

## 8. COUNCIL, COMMITTEE & STAFF REPORTS

- a) Mayor's Report
- b) Deputy Mayor's Report
- c) Councillor's Reports (x 3)
- d) CAO Report
  - Alberta Beach's 100<sup>th</sup> Anniversary
  - Fire Department creek burn
  - DEM Course in Onoway April 29, 2020
- e) Public Works Report

## 9. INFORMATION ITEMS

- Pg 50-55
- a) Town of Onoway Development Permit 20DP02-24 - renovation of the existing commercial building and use of the Onoway Medical Clinic at 4927 Lac Ste. Anne Trail South

- Pg 56-61
- b) Town of Onoway Development Permit 20DP03/24 – construction of an accessory building with a floor area of 187.3 sq. m at 4708 Lac Ste. Anne Trail North

- Pg 62
- c) 2020 Canada Day Family Celebration in Onoway – February 7, 2020 letter from David R. Burton, Canadian Heritage advising of a grant for \$700.00 being awarded for Onoway's Canada Day celebrations

- Pg 63-66
- d) FortisAlberta 2020 Approved Rates Letter – February 12, 2020 letter from Dave Hunka, Manager, providing their approved distribution rates

- Pg 67
- e) Lac Ste. Anne County – February 21, 2020 letter from Mike Primeau, County Manager providing formal notice that they have decided to terminate the Memorandum of Agreement with the Town for Assessment Review Board Services after the 2019 Assessment year appeal period

f) Alberta Municipal Affairs – February 27, 2020 letter from Honourable Kaycee Madu, Minister, providing details about Budget 2020 and the impact on municipalities: MSI; Pg 68-69 Local Government Fiscal Framework beginning in 2022; Grants In Place of Taxes; Fire Training grants elimination; Alberta Fire Responder Radio Communications System (AFFRRCS) transfer to AEMA

g) Pg 70-92 Alberta Urban Municipalities Association (AUMA) – February 28, 2020 email from Barry Morishita, President, attaching their preliminary analysis of Budget 2020

h)

i)

j)

**10. CLOSED SESSION – n/a**

**11. ADJOURNMENT**

**12. UPCOMING EVENTS:**

- March 19, 2020 – Regular Council Meeting 9:30 a.m.
- March 25-26, 2020 – AUMA Spring Caucus Edmonton
- April 2, 2020 – Regular Council Meeting 9:30 a.m.
- April 16, 2020 – Regular Council Meeting 9:30 a.m.
- May 7, 2020 – Regular Council Meeting 9:30 a.m.
- May 21, 2020 – Regular Council Meeting 9:30 a.m.

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, FEBRUARY 20, 2020  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	<b>PRESENT</b>	Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson  Administration: Wendy Wildman, Chief Administrative Officer Debbie Giroux, Recording Secretary
	<b>ABSENT</b>	Councillor: Jeff Mickle Pat St. Hilaire Administration: Jason Madge, Public Works Manager
1.	<b>CALL TO ORDER</b>	Mayor Judy Tracy called the meeting to order at 9:30 a.m.
2.	<b>AGENDA Motion #042/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that Council adopt the agenda of the regular Council meeting of Thursday, February 20, 2020 with the following addition:  7h) Alberta Urban Municipalities Association (AUMA) Report on the Provincial Budget  <b>CARRIED</b>
3.	<b>MINUTES Motion #043/20</b>	<b>MOVED</b> by Councillor Lisa Johnson that the minutes of the Thursday, February 6, 2020 regular Council meeting be adopted as presented.  <b>CARRIED</b>
4.	<b>APPOINTMENTS/PUBLIC HEARINGS</b>	n/a
5.	<b>FINANCIAL REPORTS</b>	n/a
6.	<b>POLICIES &amp; BYLAWS</b>	n/a
7.	<b>ACTION ITEMS Motion #044/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that the correspondence from Honourable Kaycee Madu, Minister of Municipal Affairs encouraging nominations for the 19 <sup>th</sup> annual Minister's awards be accepted for information.  <b>CARRIED</b>
	<b>Motion #045/20</b>	<b>MOVED</b> by Deputy Mayor Lynne Tonita that the Onoway Community Hall Property Condition Assessment and letter from Marilyn Buechner, Treasurer of the Onoway Facility Enhancement Association, be accepted for information.  <b>CARRIED</b>

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	<p><b>Motion #046/20</b></p> <p><b>Motion #047/20</b></p> <p><b>Motion #048/20</b></p> <p><b>Motion #049/20</b></p> <p><b>Motion #050/20</b></p> <p><b>Motion #051/20</b></p>	<p><b>MOVED</b> by Deputy Mayor Lynne Tonita that Council be authorized to attend the GROWTH Alberta Strategic Planning Session, scheduled for Monday, February 24, 2020 in Barrhead.  <b>CARRIED</b></p> <p><b>MOVED</b> by Deputy Mayor Lynne Tonita that the Emergency Management Mutual Aid Assistance Agreement between Lac Ste. Anne County and the Town of Onoway be approved and authorize execution of same.  <b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Lisa Johnson that Council invite the East End Bus Society to attend a Council meeting in March to discuss the Memorandum of Agreement between Lac Ste. Anne County, Alberta Beach and the Town of Onoway.  <b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Lisa Johnson that Council authorize the attendance of Mayor Tracy at the Scouts Canada February 24, 2020 banquet being held at the Onoway Legion.  <b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Lisa Johnson that Administration explore the costs to develop a BMX track at Bretzlaff Park and advise Council at a future meeting.  <b>CARRIED</b></p> <p><b>MOVED</b> by Deputy Mayor Lynne Tonita that Council and Administration be authorized to participate in the AUMA Report on the Budget Webinar, scheduled for February 28, 2020 at 2:00 p.m.  <b>CARRIED</b></p>
8.	<p><b>COUNCIL, COMMITTEE &amp; STAFF REPORTS</b></p> <p><b>Motion #052/20</b></p>	<p><b>MOVED</b> by Deputy Mayor Lynne Tonita that the verbal Council reports and the written and verbal reports from the Chief Administrative Officer be accepted for information as presented.  <b>CARRIED</b></p>
9.	<p><b>INFORMATION ITEMS</b></p> <p><b>Motion #053/20</b></p>	<p><b>MOVED</b> by Councillor Lisa Johnson that Council accept the following items for information as presented:</p> <p>a) Alberta Urban Municipalities Association (AUMA) – February 7, 2020 email to municipalities from President Barry Morishita attaching AUMA’s February 5, 2020 letter to Premier Kenny</p>

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		<p>outlining municipal concerns and requesting a meeting</p> <p>b) Victims of Crime 2020 Student Video Competition – February 10, 2020 emails from Mayor Tracy and Councillor Johnson attaching information from the Department of Justice Canada, Policy Centre for Victim Issues, inviting students to submit a video entry for a Student Video Competition for Victims Week 2020</p> <p style="text-align: right;"><b>CARRIED</b></p>																		
10.	<p><b>CLOSED SESSION</b>  <b>Motion #054/20</b></p> <p style="text-align: right;"><b>Motion #055/20</b></p>	<p><b>MOVED</b> by Councillor Lisa Johnson that, pursuant to Section 197(2) of the Municipal Government Act and Section 17 of the Freedom of Information and Protection of Privacy Act (FOIP), Council move into a Closed Session at 11:00 a.m. to discuss the following item:</p> <p style="padding-left: 40px;">1. "Disclosure Harmful to Personal Privacy"</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Council recessed from 11:00 a.m. to 11:05 a.m.</p> <p><b>CLOSED SESSION:</b></p> <p>The following individuals were present for the Closed Session:  Mayor Judy Tracy  Deputy Mayor Lynne Tonita  Councillor Lisa Johnson  Chief Administrative Officer Wendy Wildman  Recording Secretary Debbie Giroux</p> <p><b>MOVED</b> by Deputy Mayor Lynne Tonita that Council move out of Closed Session at 12:00 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Council recessed from 12:00 p.m. to 12:05 p.m.  The meeting reconvened at 12:05 p.m.</p>																		
12.	<b>ADJOURNMENT</b>	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:05 p.m.																		
13.	<b>UPCOMING EVENTS</b>	<table border="0" style="width: 100%;"> <tr> <td>March 1-3, 2020</td> <td>Rural Education Symposium</td> <td>Edmonton</td> </tr> <tr> <td>March 5, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>March 19, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>March 25-26, 2020</td> <td>AUMA Spring Caucus</td> <td>Edmonton</td> </tr> <tr> <td>April 2, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>April 16, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> </table>	March 1-3, 2020	Rural Education Symposium	Edmonton	March 5, 2020	Regular Council Meeting	9:30 a.m.	March 19, 2020	Regular Council Meeting	9:30 a.m.	March 25-26, 2020	AUMA Spring Caucus	Edmonton	April 2, 2020	Regular Council Meeting	9:30 a.m.	April 16, 2020	Regular Council Meeting	9:30 a.m.
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Mayor Judy Tracy

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Debbie Giroux  
Recording Secretary



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**From:** Michelle Jones <[mjones@albertacf.com](mailto:mjones@albertacf.com)>

**Sent:** January 20, 2020 2:01 PM

**Subject:** COMING TO A COMMUNITY NEAR YOU - NORTHERN ALBERTA LEMONADE DAY - JUNE 20, 2020 - MARK YOUR CALENDAR

Good afternoon, I just wanted to reach out to each of you as community stakeholders that have expressed an interest in hosting Community Futures Lemonade Day in your community on National Lemonade Day, Saturday June 20, 2020.

Very shortly you will be receiving an information package containing all the materials necessary to host a successful event. In addition, we would ask to be put on the agenda for an upcoming council meeting preferably before the end of February, 2020. If you could please provide the next available date where we can be put on the Agenda.

The following commitments will be requested of each community, and will be put forward in the presentation to council, along with a few other items that we would like to provide an update on at the time of the meeting.

Last year each community involved, proclaimed the date of Northern Alberta Lemonade Day, as National Lemonade Day in their community, each provided the \$500 sponsorship prize for the Entrepreneur of the Year for your specific community, provided the council/board/staff volunteers to assist with the following: Judges for the best tasting lemonade contest (mentor session #2), administration staff willing to handle the license and lease permits, track the registrations with the geographic mapping locations for judging on lemonade day, provide volunteer Judges to go around to each of the booths and select the best booth in your area on Lemonade Day, June 20, 2020, provide those results back to Community Futures Yellowhead East for final award presentations.

In the next couple of weeks you will be provided with an information package, containing the set training dates for each community, information for your admin staff to carry out the partnership agreement, information that can be shared with your local schools and businesses to create awareness and to provide sponsorship to offset the cost of the program.

In addition, CFYE staff permitting, we will attempt to visit the schools in your community to help promote the program.

We appreciate your time and interest in the project, last year was a huge success with 3 Community Futures Yellowhead East regional communities involved, approx 160 participants trained in the basics of Entrepreneurship, and hosted 60 different lemonade stands in the 3 different communities. This year all 10 municipalities are being invited to participate in 6 different communities across the region, with your community being one of them, we look forward to this partnership and continue success of the program.

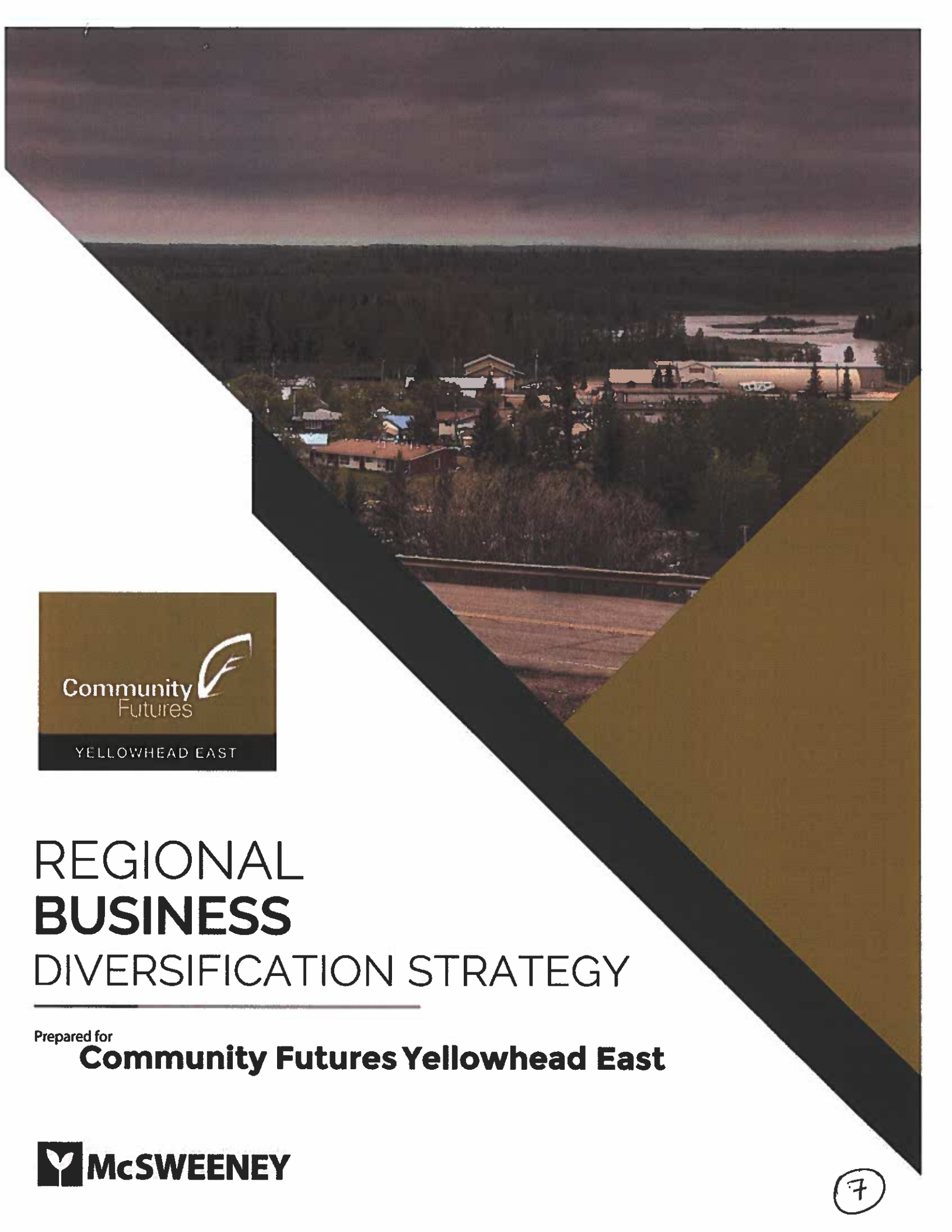
Please feel free to reach out to me directly if you have any questions or comments in regards to this program.

Sincerely,

Michelle Jones

General Manager, Community Futures Yellowhead East  
Box 2185, Whitecourt, AB T7S 1P8  
p: 780-706-3500, c: 780-778-0977  
[mjones@albertacf.com](mailto:mjones@albertacf.com)

**PLEASE NOTE NEW EMAIL ADDRESS**



# REGIONAL **BUSINESS** DIVERSIFICATION STRATEGY

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Prepared for

**Community Futures Yellowhead East**



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1 INTRODUCTION – A CALL TO ACTION

Community Futures Yellowhead East (CFYE) is a federally funded non-profit organization that assists rural entrepreneurs and small business owners to start, expand or sell their business, through services such as business coaching, training and loan provision. The mandate of Community Futures is to help diversify rural economies through the services they offer.

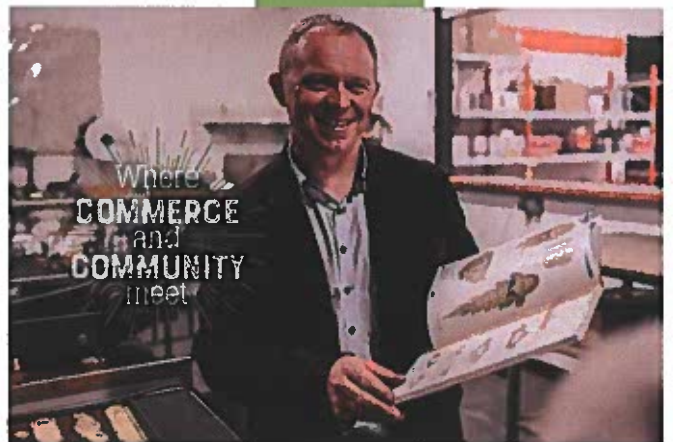
CFYE is responsible for working with ten individual communities in the Yellowhead East Region; Swan Hills, Fox Creek, Whitecourt, Woodlands County, Mayerthorpe, Lac Ste. Anne County, Barrhead, County of Barrhead, Onoway and Alberta Beach. The area's Regional Economic Development Alliance (REDA), GROWTH Alberta, is a partner on this project - therefore, the Town of Westlock, has also been included in the study area.

The CFYE region shares many common industries, workforce and challenges – a primary one being reliance on primary industries such as oil & gas, forestry and agriculture. Recognising this, CFYE's Board of Directors that is comprised of a representative from each of its 10 member communities, decided that it was important to study how the region could diversify its economy to protect against economic shocks and cycles in its key sectors. They also recognised that there could be possible synergies between businesses in the region in terms of workforce and supply chains. Thus, this study was initiated.

This resulting strategy and action plan has been developed from the findings from the background research (strategic document review, 2018/19 statistics and data analysis, situational analysis) and stakeholder consultation (business and other economic development stakeholder interviews) for the CF Yellowhead East region.

The purpose of this project is to develop strategies and action plans to diversify, retain and support expansion and success of Yellowhead East Businesses for implementation by CFYE, municipal partners and others as may be appropriate.

At the basis of the Strategy is the economic vision for the region. This vision provides a compass for decisions that affect economic development for each partner community as they engage in a regional economy. As in all successful regions, it is recognised that





economic development has a positive ripple effect on other municipalities in the region. Business and stakeholder feedback was used in developing what the essence of what is the desired state of CFYE's economy in the future.

## Economic Vision

*The CF Yellowhead East region boasts a vibrant, entrepreneurial and diversified economy, offering opportunities for its residents and newcomers alike. Its businesses are supported by their municipalities and area economic agencies such as CFYE, Business Support Network and Chambers of Commerce that all work together to capitalise on the region's strong supply chains internally while exporting to a diversified client base.*



## 2 PROCESS FOLLOWED

The project began with statistical analysis of CFYE's regional economy that yielded a current situational analysis report, after which a thorough consultation process was followed that included:

- 117 one-on-one interviews with businesses across the region;
- An online business survey that received 63 responses;
- A series of interviews with economic development stakeholders from across the region;
- A working session with over 40 key stakeholders;
- An action planning session with CFYE staff.



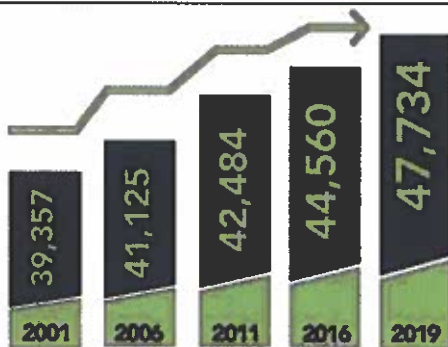
3 STATISTICAL OVERVIEW

# Economic SNAPSHOT of Community Futures YELLOWHEAD EAST



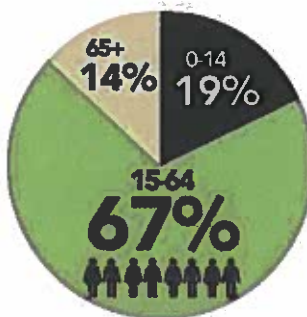
## POPULATION

### Total Population



Census Population Data, Statistics Canada, 2001-2016.

### Age Profile



### Educational Attainment



For the population aged 24-65.

## HOUSING

### Dwelling Value

Average Value **\$437,904**

Median Value **\$421,335**

Total number of households  
**18,592**

**75%** Single Detached House

**14%** Movable Dwelling

**7%** Apartment / detached duplex

**3%** Semi-detached House

**2%** Row House

All data sourced from Manifold SuperDemographics 2019, unless otherwise specified.

### Dwelling Income

**\$126,076**  
Average Household Total Income

**\$99,276**  
Median Household Total Income

**17%** of CF Yellowhead East's population spends 30% or more of household total income on shelter costs

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# Economic SNAPSHOT of Community Futures YELLOWHEAD EAST



## LABOUR FORCE & LOCAL ECONOMY

### Top 5 Employment Industries



12%  
Construction



10%  
Mining, Quarrying,  
and Oil & Gas Extraction



10%  
Retail Trade



9%  
Agriculture, Forestry,  
Fishing & Hunting



8%  
Health Care &  
Social Assistance

### Top 5 Employment Occupations



25%  
Trades, Transport  
& Equipment Operators



18%  
Sales & Service



14%  
Management



12%  
Business, Finance  
& Administration



8%  
Natural Resources, Agriculture  
& Related Production

### Participation

**70.6%**

ALBERTA  
71.8%

### Employment

**64.9%**

ALBERTA  
66.7%

### Unemployment

**8.1%**

ALBERTA  
7.1%



**\$62.9\*\***  
million in value of  
construction permits



**\$3.5**  
billion in exports

### Median Employment Income

**\$47,697**

ALBERTA MEDIAN  
**\$48,190**

### Average Employment Income

**\$61,283**

ALBERTA AVERAGE  
**\$69,431**

\*\*Statistics from the Government of Alberta  
All data sourced from Manifold SuperDemographics 2019, unless otherwise specified.

## 4 A GLIMPSE OF CF YELLOWHEAD EAST BY THE NUMBERS

The following table shows growing industries considered to be well supported by the regional labour pool. They are well supported because they employ a set of Key occupations (those that are large and growing in terms of jobs and, are concentrated in the CF Yellowhead region). Those Key Occupations are:

- Managers in agriculture
- Heavy-duty equipment mechanics
- Contractors and supervisors, heavy equipment operator crews
- General farmworkers
- Central control and process operators, petroleum, gas and chemical processing
- Oil and gas well drillers, servicers, testers and related workers
- Retail and wholesale trade managers
- Welders and related machine operators
- Cleaning supervisors

Industry	Key Occupations Group Jobs in Industry (2019)	% Change (2019-2024)	% of Total Jobs in Industry (2019)
Support activities for mining, oil & gas extraction	17,974	6%	28.2%
Commercial & industrial machinery (except auto and electronic) repair and maintenance	11,848	6%	48.5%
Services to buildings and dwellings	5,052	17%	10.3%
Utility system construction	5,352	6%	16.9%
Other specialty trade contractors	3,987	7%	14.4%
Automobile dealers	3,406	8%	15.1%
Commercial and industrial machinery and equipment rental and leasing	2,191	11%	16.1%
Farm, lawn and garden machinery and equipment merchant wholesalers	2,129	10%	46.1%
Sporting, hobby & musical instrument stores	2,029	6%	16.0%
Automotive repair and maintenance	2,013	5%	9.1%
Architectural, engineering and related services	1,640	18%	2.8%
Automotive parts, accessories and tire stores	1,758	8%	21.1%
Architectural & structural metals manufacturing	1,767	7%	18.9%
Specialized freight trucking	1,579	18%	5.3%

Source: EMSI 2019.Q1—Employees and Self Employed

### Labour Force Status

The male and female participation rates are slightly lower compared to those in Alberta. Females in the CF Yellowhead East region have the lowest participation rate when compared to males and females in Alberta. This indicates an opportunity to grow the labour force by increasing female participation (an underutilized group).

**Table 1: Key Labour Force Statistics by Gender, CF Yellowhead East, 2019**

Labour Force Activity	CF Yellowhead East			Alberta		
	Total	Male	Female	Total	Male	Female
Participation rate (%)	70.6	75.9	64.9	71.8	76.8	66.9
Employment rate (%)	64.9	69.4	60.1	66.7	71.2	62.2
Unemployment rate (%)	8.1	8.6	7.5	7.1	7.2	6.9

Source: McSweeney & Associates from Manifold Data Mining Inc. SuperDemographics 2019

### Local Economy of CF Yellowhead East

#### Concentrations of Labour Force Employment

The following industries are concentrated relative to the province and the nation, in terms of employment:

Related to **manufacturing**, namely:

- Pulp, paper and paperboard mills
- Sawmills and wood preservation
- Other fabricated metal product manufacturing

Related to **repair and maintenance**:

- Commercial and industrial machinery and equipment repair and maintenance
- Automotive repair and maintenance

Related to the development of infrastructure concerned with **energy transmission and utilities management**:

- Utility system construction
- Waste treatment and disposal



**Key Industries by Number of Jobs:**

Largest Growth Industries by Total Employment	Recent Fast-Growing Industries by Employment Growth (%)	Industries with Largest Projected Growth Employment
<ol style="list-style-type: none"> <li>1. Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance</li> <li>2. Full-service restaurants and limited service eating places</li> <li>3. Other amusement and recreation industries</li> <li>4. Waste treatment and disposal</li> <li>5. Independent artists, writers and performers</li> </ol>	<ol style="list-style-type: none"> <li>1. Meat product manufacturing</li> <li>2. Jewellery, luggage and leather goods stores</li> <li>3. Independent artists, writers and performers</li> <li>4. Machine shops, turned product, and screw, nut and bolt manufacturing</li> <li>5. Machinery, equipment and supplies merchant wholesalers</li> </ol>	<ol style="list-style-type: none"> <li>1. Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance</li> <li>2. Specialized freight trucking</li> <li>3. Other amusement and recreation industries</li> <li>4. Full-service restaurants and limited-service eating places</li> <li>5. Architectural, engineering and related services</li> </ol>

Source: EMSI 2019.Q1—Employees and Self Employed.

### Largest Export Dollars Flowing into CF Yellowhead East Region, by Industry

Industry	CF Yellowhead East
Oil and gas extraction	\$644,778,601
Pulp, paper and paperboard mills	\$315,435,040
Farms	\$283,023,502
Specialized freight trucking	\$232,994,273
Support activities for mining, and oil and gas extraction	\$187,997,060
Sawmills and wood preservation	\$181,393,688
Other fabricated metal product manufacturing	\$118,231,556
Pipeline transportation of crude oil	\$101,777,512
Waste treatment and disposal	\$78,062,923
Commercial and industrial machinery and equipment rental and leasing	\$74,639,279
Utility system construction	\$68,127,344
Petroleum and coal product manufacturing	\$65,375,994
Logging	\$56,958,559

Source: EMSI 2019.Q3

### Business Patterns

Lastly, business patterns were analyzed using Statistics Canada's Businesses Registry (2013-2018). According to this database, the following are the industries with the largest number of businesses in the area:

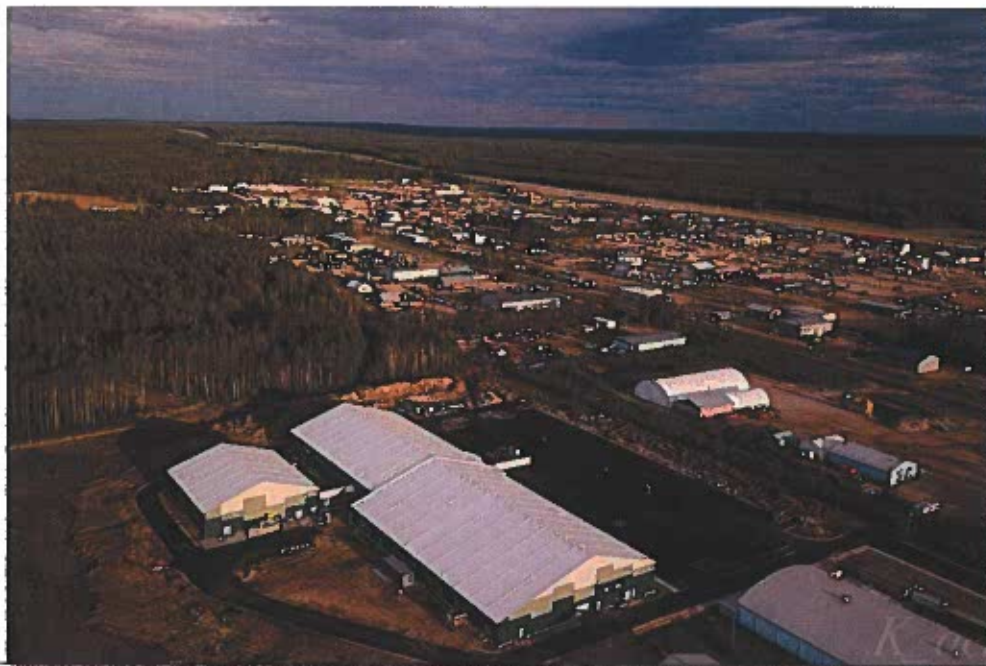
With Employees	Without Employees
1. Services to oil and gas extraction	1. Beef cattle ranching and farming, including feedlots
2. Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance	2. Lessors of residential buildings and dwellings (except social housing projects)
3. Residential building construction	3. Services to oil and gas extraction
4. Electrical contractors and other wiring installation contractors	4. Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance
5. All other specialty trade contractors	5. Other grain farming
6. Site preparation contractors	6. Residential building construction
7. Beef cattle ranching and farming, including feedlots	7. Hay farming
8. Other scientific and technical consulting services	8. Animal combination farming
9. Oil and gas pipeline and related structures construction	9. Oilseed (except soybean) farming
10. Full-service restaurants	10. Other scientific and technical consulting services

**Supply Chain Gaps**

The following industries represent those which already exist but purchase significant value of goods and services. Providers of those goods and services could potentially be attracted into the economy to reduce leakage.

Purchases from	Estimated Import Value 2015	% Imported from outside of CF Yellowhead East 2015
Sawmills and wood preservation	\$117,918,534	76.6%
Specialized freight trucking	\$69,530,606	55.7%
Lessors of real estate	\$80,614,629	82.2%
Depository credit intermediation	\$66,709,917	73.5%
General freight trucking	\$59,972,564	67.6%
Electric power generation, transmission and distribution	\$68,400,649	79.8%
Architectural, engineering and related services	\$55,936,115	75.4%
Other fabricated metal product manufacturing	\$32,779,563	66.5%
Basic chemical manufacturing	\$29,881,201	71.2%
Utility system construction	\$18,692,897	46.6%

Source: EMSI 2019.Q1 based on National input-output tables from 2015



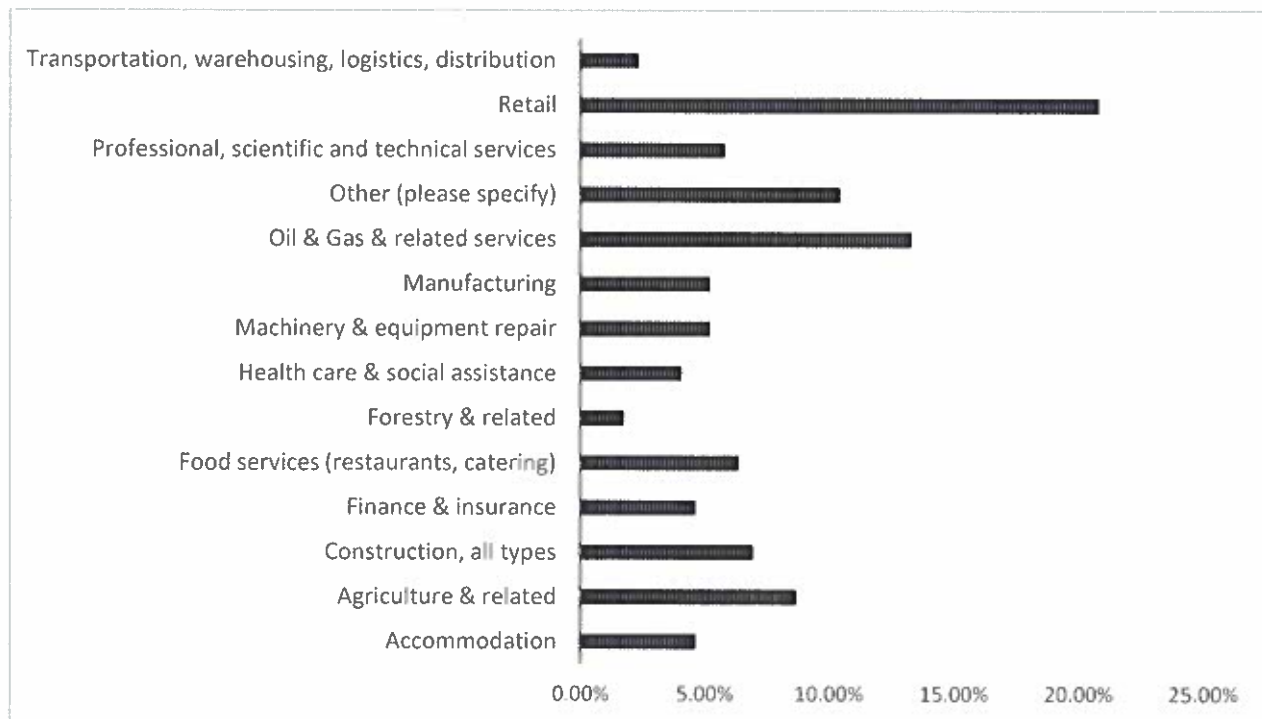
## 5 WHAT THE BUSINESSES SAID

Following are the summary of responses from businesses surveyed. There were 117 in-person surveys, mostly collected by phone interviews as well as 63 responses from an on-line business survey.

The questions within the survey were designed to query the businesses on three aspects of their operations:

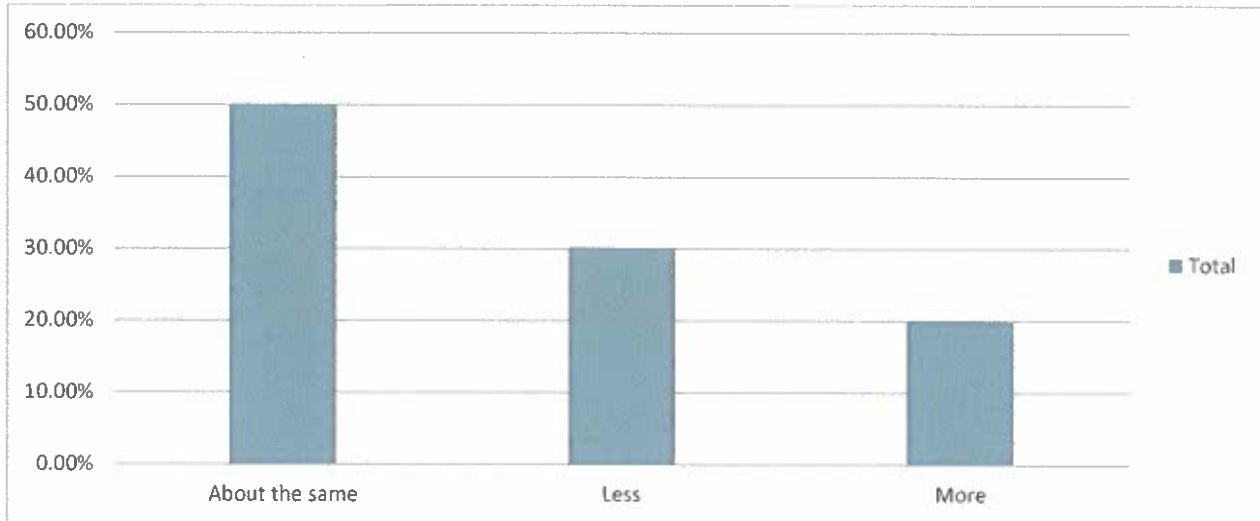
- Current operations, employment and future planning
- Their level of diversification in terms of:
  - Products/services
  - Client base
  - Sectors served
  - Geographic reach
  - How they would like to diversify
- What types of assistance they would like to receive in order to best succeed

**Figure 1: In what sector is your business?**

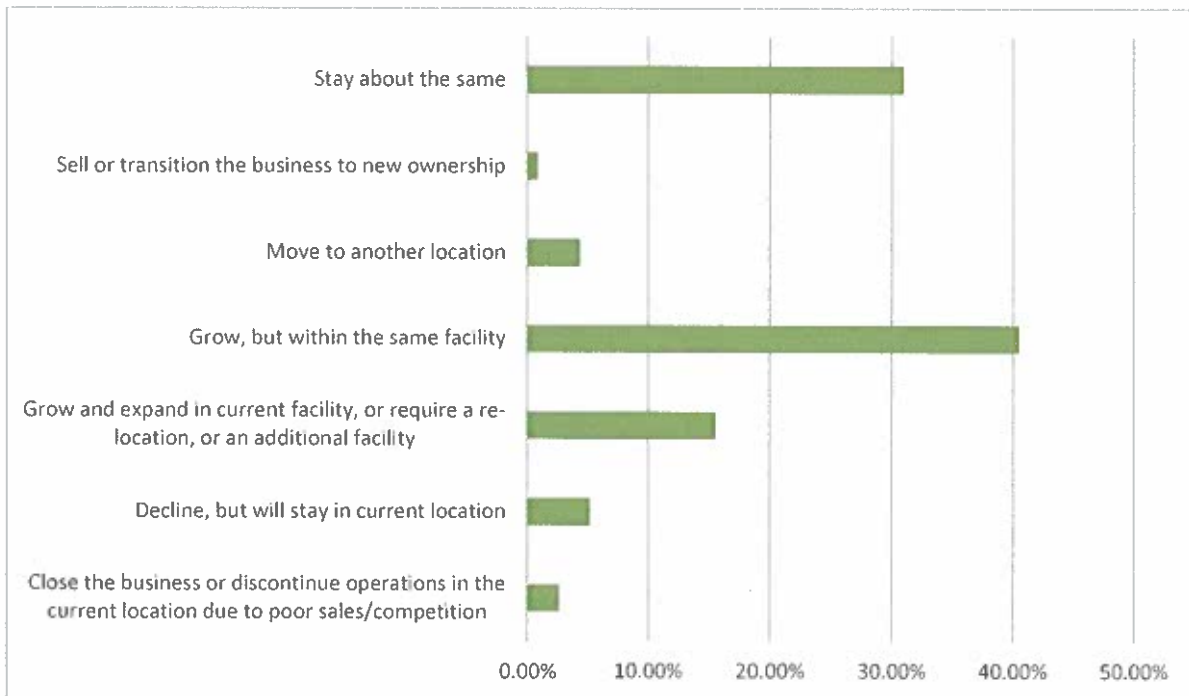




**Figure 2: Compared with 3 years ago, do you have more, less or about the same number of employees?**

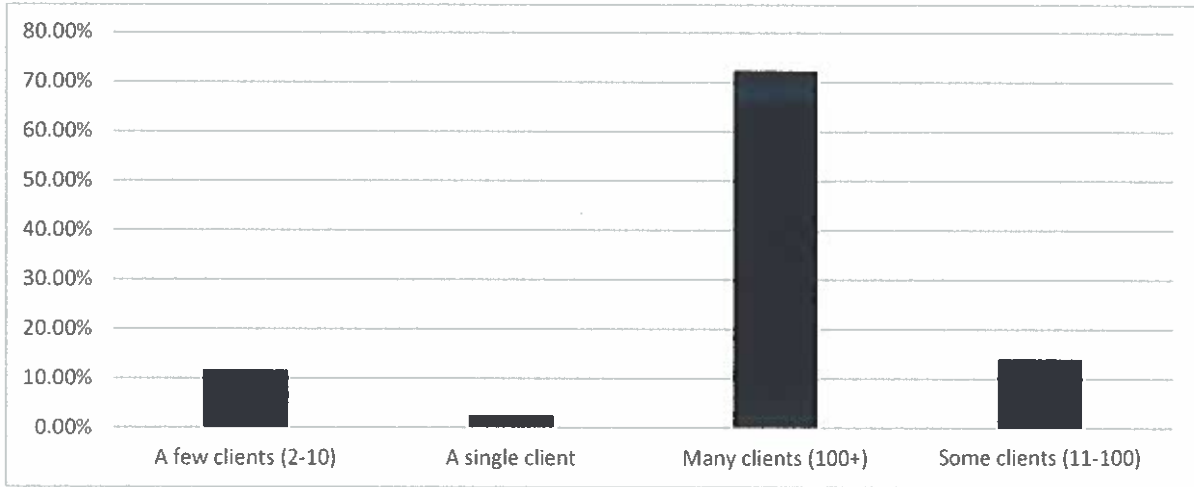


**Figure 3: In the next 3 years do you expect your business to grow, become smaller or stay about the same?**

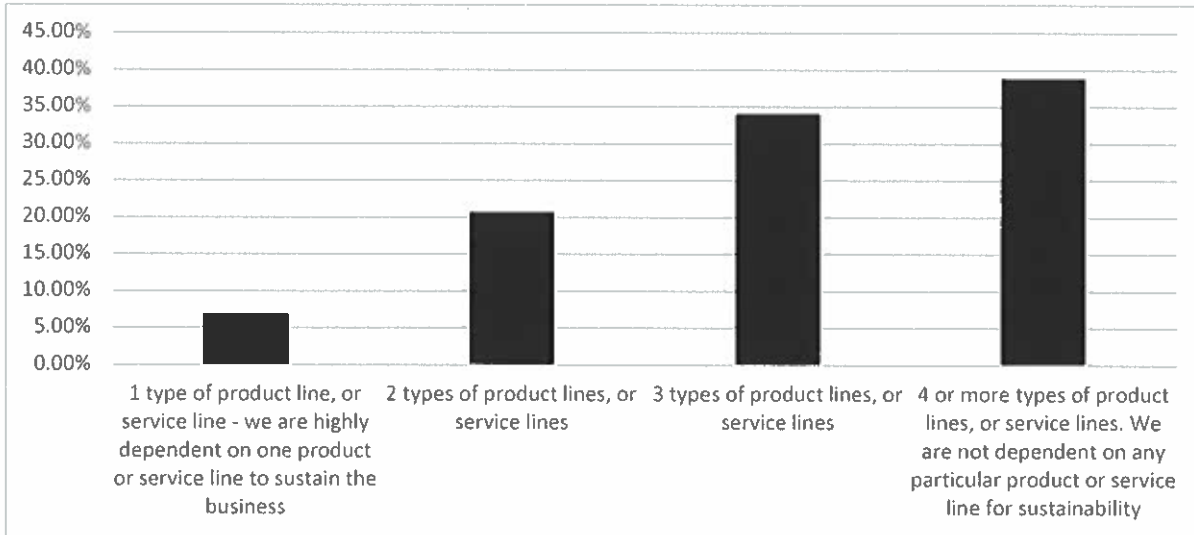




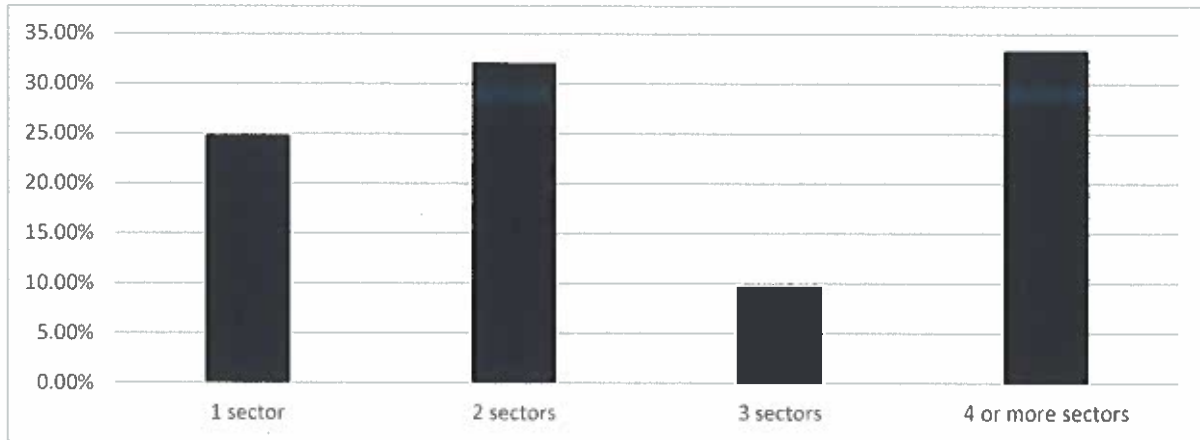
**Figure 4: How many clients does your business have?**



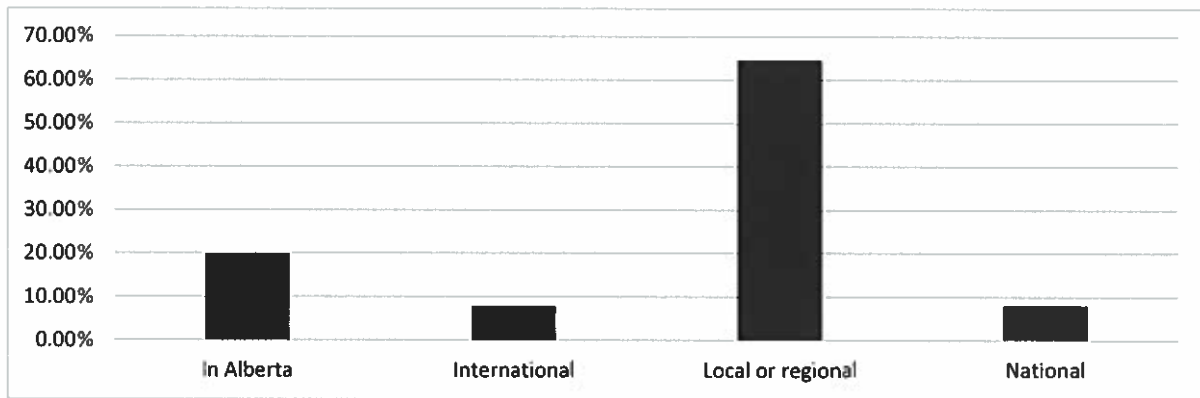
**Figure 5: How many products or services does your business offer?**



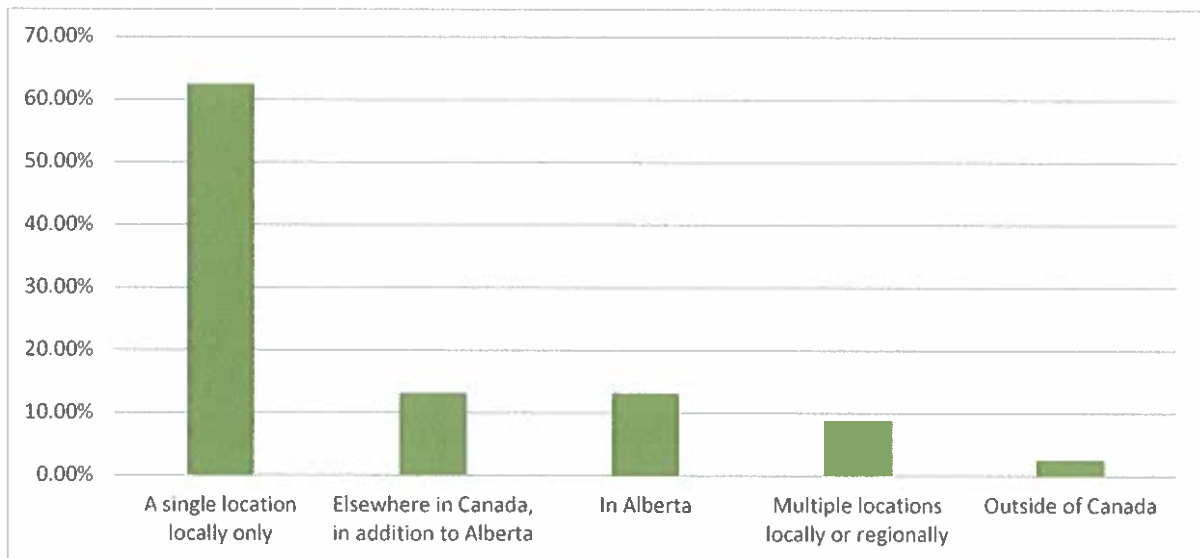
**Figure 6: How many sectors are you clients working in?**



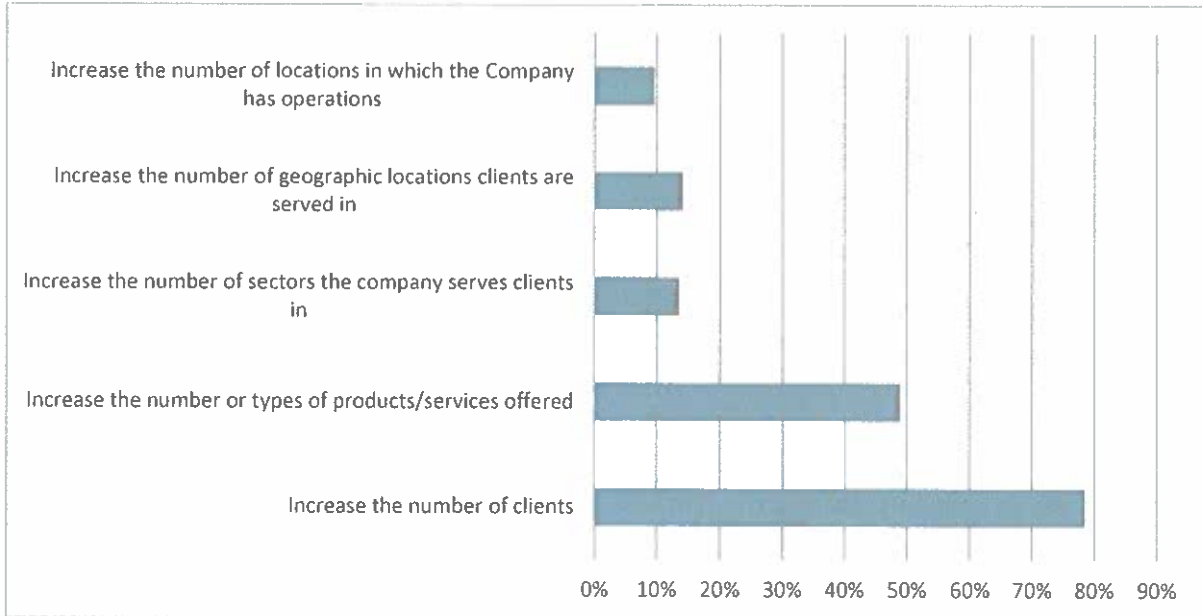
**Figure 7: How would you describe your market area?**



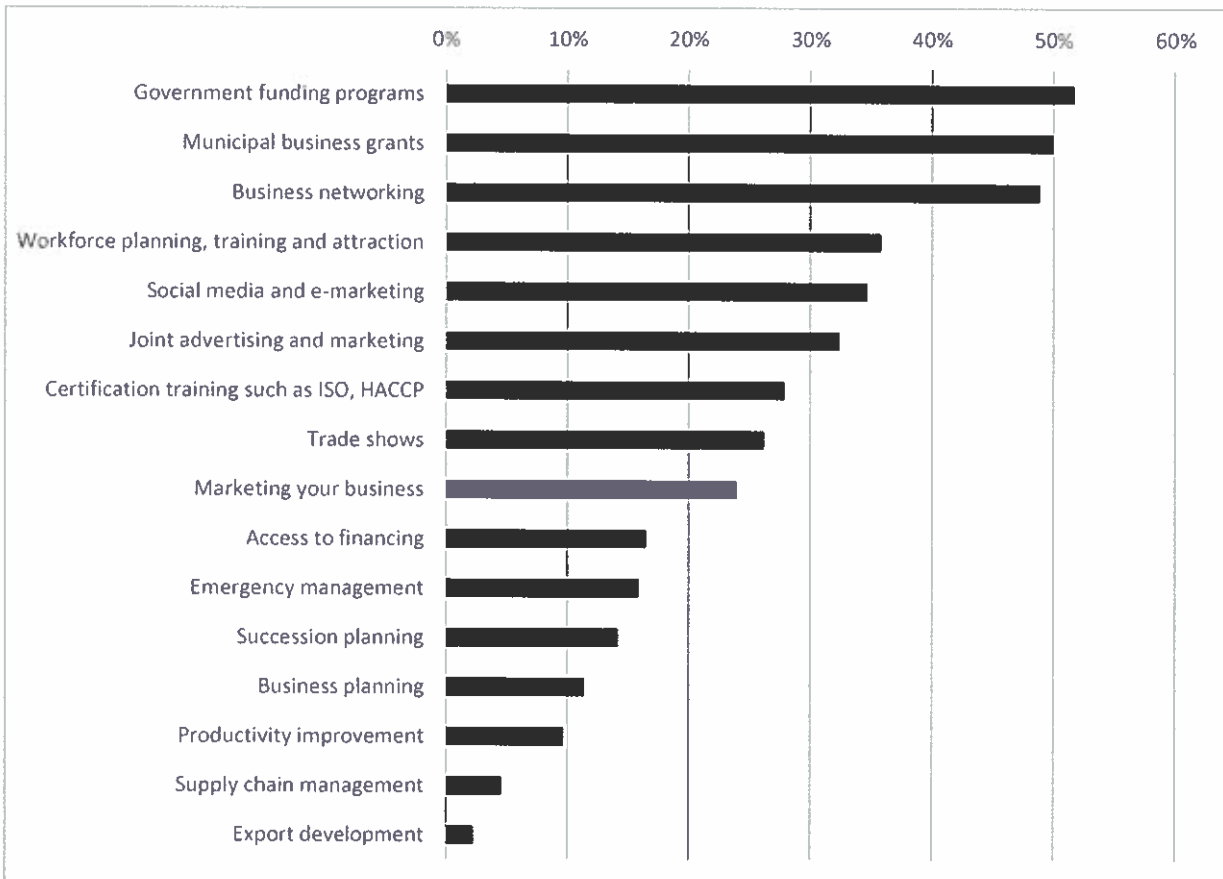
**Figure 8: Where does your business have locations?**



**Figure 9: Diversification actions your company would like to undertake:**



**Figure 10: What types of assistance would help you to succeed?**



## 6 STRENGTHS, CHALLENGES, OPPORTUNITIES, ASPIRATIONS, AND RESULTS (SCOAR®)



Most are familiar with a SWOT (strengths, weaknesses, opportunities and threats) analysis. Over the years, we have found that with using SWOT, communities tend to get mired in the weaknesses and threats they are facing and don't look at what is actually possible. Thus, we developed our SCOAR® analysis that while considering the challenges that a community has, focuses on using their strengths to take advantage of opportunities that will, in turn, create their preferred future. Following is the CF Yellowhead East's regional SCOAR®.



- Population in the region has grown by 7.1% since the last census
- 67% of the population is in the 15 to 64 year working age range
- Median age is 40 years
- Average household income was just over \$126,000/year
- The region enjoys a lower average cost of living compared to Alberta
- Over 17% of the population has an apprenticeship or trades diploma compared to 11% for the province and comparable (21%) number with diplomas and non-university certificates
- The male and female population of the region have similar education attainment
- There has been employment growth in a number of different occupations in the region (see figure 13 in Situational Analysis)
- Available workforce presents a number of investment attraction opportunities (see Section 3.5 in Situational Analysis)
- The region includes the Duvernay formation – one of the few areas of active oil and gas development/investment in Alberta
- In addition to oil and gas-related businesses there is a strong concentration of forest product-related businesses that have provided stable employment
- CFYE region borders the Greater Edmonton area with its large consumer base
- Rail service is available in several locations

- Good highway network through the region
- Lies within the Canamex Trade Corridor
- Good tourism assets with the WILD brand being developed in the region
- The region has an active economic development "ecosystem" facilitated by CFYE, GROWTH Alberta, Ministries of Labour and Economic Development, Trade and Tourism, local economic development staff, Chambers of Commerce and active Business Support Networks



- The region has a higher unemployment (8.1%) rate than Alberta (7.1%) and a lower workforce participation rate (70.6% vs 71.8%)
- The region has been growing more slowly (7.1% last census interval) than Alberta (11.2% for the same period)
- The female population in the region earns significantly less than the male population even though they have equivalent education attainment, indicating underemployment / utilization in the economy
- Youth 18-24 years of age unemployment rate is 18.7% compared to 12.3% for Alberta
- Shovel-ready, serviced industrial land is scarce in the region
- Few surplus or brownfield buildings available for redevelopment or reuse
- Broadband and cellular service is limited particularly in rural areas and along major highways (Interviews)
- Communities typically have small populations resulting in limited options and types of amenities and shopping availability
- Many businesses in the region are branch operations of a larger firm or are franchises, local decision making required to diversify or change the business are limited in scope
- Prosperity in the region is heavily dependent on oil and gas associated businesses
- Transfer of costs from the Province to local municipalities may impact funding available for other initiatives such as economic development.



- Increase opportunity for business diversification by strengthening broadband and cellular service (potentially capitalizing on recently announced TELUS and potentially Shaw planned and related investments in fibre service and anticipated 5G implementation)
- Focus on under-utilized female talent pool
- Businesses have a shared interest in municipal and other government support programs and incentives. A list of business programs and contacts could be centrally prepared and shared for local communities to post on their websites
- Web-based marketing tactics to help small businesses access markets beyond their home community to expand market areas
- Development of tourism product to attract Greater Edmonton and other urban tourists looking for unique rural experiences and day trips or camping
- Evaluate and upgrade hard economic infrastructure (water, wastewater, roads, telecommunications) as needed
- Develop serviced development land, especially along highway and rail corridors
- Evaluate brownfields and under-utilized buildings as potential assets for new or expanded business locations
- Attractive and inviting downtown/core areas with ample parking and consistent operating hours for stores and public-facing businesses
- Aggregate, sand and gravel development
- Agricultural diversification (new crops such as fibre hemp, protein crops and/ or adding value to local products)
- Develop local business-to-business and retail supply relationships to retain wealth within the region
- Interviews indicate almost 50% of businesses plan to expand in the next 3 years; there may be opportunities to build upon their plans



- A more diverse economy in the region that is resilient through market cycles
- Hard and soft infrastructure that supports business growth and investment attraction with associated talent
- Employment is stabilized; youth and newcomers will see opportunities to invest, live and work in the region



- Young people and families will remain (or return after advanced education) in the region as there are great employment and entrepreneurial opportunities
- Population growth and investment attraction will be possible to support the diverse and growing business community
- Stable municipal budgets and predictable tax revenue to plan and deliver local services



- A larger array of employment opportunities for all residents of the region
- Youth and new families attracted to career opportunities in the region
- The talent pool in the region is able to find rewarding and fulfilling work that utilizes available skills and knowledge
- New entrepreneurs emerge with businesses that build and diversify the region's economy
- The more stable economy provides a more stable tax base for municipalities and helps to sustain more vibrant communities with up-to-date infrastructure
- Public and private investment in amenities and services will be equal to or better than that of larger communities
- Home and real estate values will be stabilized and potentially increase as businesses grow, thrive and add employees with good incomes



## 7 KEY STRATEGIC ECONOMIC DEVELOPMENT THEMES

The following themes to promote economic diversification have emerged through a rigorous process that included a thorough study of the Region's economic base analysis, a review of studies and strategic documents, and a full consultation and stakeholder engagement exercise that engaged 180 businesses and relevant stakeholders. The themes flowing from the CFYE SCOAR®, were confirmed at the CFYE working session, and considered given the mandate and capacity of CFYE.

These are strategic areas of focus, where the CFYE and regional partners should focus their resources and guide strategic decisions around the region's economic development:



**Economic  
Infrastructure**

**Sector  
Development**



**Entrepreneurial  
Development**



## 8 TOP 5 PRIORITY ACTIONS

Experience indicates that presenting a small number of key strategic actions for a region to focus on is far more effective than a long laundry list of items that seems impossible to implement. While the remainder of this report and the implementation plan will elaborate on these priorities, below are the Top 5 Priority Actions, focused on initiatives to be carried out first as the foundational actions required to realise the CFYE Region's Economic Diversification objectives. These initiatives help to build CFYE's reputation as a leader and a regional compass as well as building the capacity necessary to be more effective in implementing other initiatives using the strength of collaboration and cooperation.

Priority Strategic Action	Suggested Timing	LEAD & Support
<p>1) CFYE will adopt the mandate for building a collaborative culture among communities and organizations in the region. There is a good network of Business Support Networks, Chambers of Commerce, school districts and local economic development staff but many of these assets operate in isolation and would be more effective by sharing of best practices and resources.</p>	Immediate	CFYE and member communities
<p>2) Develop an opportunity sharing platform such as an umbrella business portal for the region to address business needs and opportunities. Information to be shared/included on this platform should include:</p> <ul style="list-style-type: none"> <li>■ Government programs and funding</li> <li>■ Regional jobs board</li> <li>■ Supply chain/business ads</li> <li>■ Investor information on available land, workforce, businesses for sale, investment incentives</li> <li>■ Links for partner economic development pages</li> </ul>	Short Term – starting Spring 2020	CFYE Chambers BSN
<p>3) Build an inventory of serviced development land, brownfields that can be redeveloped and under-utilized space that might be marketed to expanding businesses. While larger communities with EDOs have such inventories at their fingertips, the smaller</p>	Medium Term Starting Fall 2020	CFYE Chambers Local Communities / EDO's

communities do not. A project could be developed to identify and promote locations in the region that are available and suitable for investors and businesses seeking new or larger locations.

GROWTH

4) Develop opportunities in import substitution and supply chain management. Seize and develop opportunities identified in the "Imported Goods and Services" section of the Situation Analysis to further strengthen key economic drivers and exporting sectors. An advisory group from local businesses and communities could help to identify the best prospects for replacement; Chambers of Commerce could assist in identifying businesses in the region with the capability to fulfill the opportunities with appropriate assistance and business planning. Assist businesses with procurement training to improve success rates at bidding for new opportunities. Consider regional models similar to Whitecourt Buy & Sell & Share, using a social media platform.

Medium – longer term  
Starting late 2020

CFYE  
GROWTH  
Local Communities  
Chambers

5) Support development of regional investments in Broadband Infrastructure and have the region be broadband ready. Telus and Shaw will be investing heavily in transmission media and equipment in anticipation of 5G networks. Similarly, SuperNet will be upgraded by the Province for 5G implementation. CFYE and GROWTH are not mandated to lobby, but municipal partners are well positioned to make their case, as well as supplying past work and studies that support this investment. Work with partners to build business cases for ISP's to invest in the region.

Longer Term  
2021 and ongoing

CFYE  
GROWTH  
Local Communities  
Chambers  
Community Organizations

## 9 STRATEGIC ACTIONS

This section places the 5 priority actions listed above within the context of the 3 economic development themes and provides ancillary actions that will support the priority actions (that are in bold type).

### Theme #1

#### ECONOMIC INFRASTRUCTURE TO SUPPORT ECONOMIC DIVERSIFICATION



Economic diversification may be defined as the process of shifting an economy from one of dependence upon a single or limited number of industries into a more resilient economy comprised of multiple non-interdependent industries in a range of sectors and markets.

Economic diversification strategies encourage positive economic growth and business diversification, reduce risk and susceptibility to economic downturns, and thereby increase the sustainability and economic viability of both businesses and municipalities.

Diversification involves the development and growth of both existing and new businesses that will require both space or location to operate and tools to promote growth. The tools required include information and coaching, particularly with the small and mid-sized businesses that dominate the region.

#### Strategic Actions:

1. **CFYE will adopt the mandate for building a collaborative culture among communities and organizations in the region. There is a good network of Business Support Networks, Chambers of Commerce, school districts and local economic development staff but many of these assets operate in isolation and would be more effective by sharing of best practices and resources.**
2. Develop tools that support collaborative working and cross-regional business support and are easily shared. For example, businesses expressed a strong interest in government programs and sources of various types of assistance. A centrally produced list of such types of assistance could be shared in a format that partner communities could post on their web site is an example of that would require little effort and produce significant value.
3. **Improved and competitive broadband was cited by businesses as an essential need for business development and diversification. Support development of regional investments in Broadband Infrastructure and have the region be broadband ready. Telus and Shaw will be investing heavily in transmission media and equipment in anticipation of 5G networks. Similarly, SuperNet will be upgraded by the Province for 5G implementation. CFYE and GROWTH are not mandated to lobby but municipal partners are well positioned to make their case, as well as supplying past work and studies that support this investment. Work with partners to build business cases for ISP's to invest in the region.**
4. **Build an inventory of serviced development land, brownfields that can be redeveloped and under-utilized space that might be marketed to expanding**

**businesses. While larger communities with EDOs have such inventories at their fingertips, the smaller communities do not. A project could be developed to identify and promote locations in the region that are available and suitable for investors and businesses seeking new or larger locations.**

5. Capitalize on available workforce information as an investment attraction tool. The Situation Analysis provides insights into the quality and quantity of skilled workforce available to a new or relocating business, as anywhere in the region is commutable.
6. Have a regional approach to streamlining policies and procedures for businesses and investors using the network of municipalities in the region. Planners in the region could be encouraged to share best practices and streamlined processes that will build the region's image for investment readiness and friendliness over time (EDO and planner meeting).

## Theme #2

### SECTOR DEVELOPMENT TO SUPPORT ECONOMIC DIVERSIFICATION

Focus on developments that can influence sectors to adapt, change or develop new markets. Prior studies conducted point to opportunities in value-added processing of primary production in the region.



Using agriculture as an example, activities might include development of new crops such as fibre hemp or capitalizing on market trends towards protein crops adapted to the region such as varieties of peas or lentils. New crops encourage new development both on the farm and in the local value chains for equipment, seed and post-harvest processing and value-added steps for the new crops.

Interviews indicate support for business networking that would promote opportunities for increased business-to-business opportunities and local synergies that would reduce the need for products and services required from outside the region. In addition, online marketing skills and export readiness would be welcome by the region's businesses as they look to diversify their client base.

There are emerging regional opportunities to consider in sectors such as aggregate development and value-added activity as well as tourism with the growing recognition of the WILD brand.

### Strategic Actions:

1. **Develop opportunities in import substitution and supply chain management. Seize and develop opportunities identified in the "Imported Goods and Services" section of the Situation Analysis to further strengthen key economic drivers and exporting sectors. An advisory group from local businesses and communities could help to identify the best prospects for replacement; Chambers of Commerce could assist in identifying businesses in the region with the capability to fulfill the opportunities with appropriate assistance and business planning. Assist businesses with procurement training to improve success rates at bidding**



- for new opportunities. Consider regional models similar to Whitecourt Buy & Sell & Share, using social media platform.**
2. Build on existing momentum in agricultural diversification developed by GROWTH and other neighbouring REDA's. Fibre Hemp and value-added decortication provides one example that can readily be expanded in communities within the CFYE region. There will be other crops or value-added examples that can be leveraged with a more collaborative approach that engages the Agricultural Service Boards in the area. Form a regional agriculture and food / beverage taskforce. Supply farm business training and succession planning. Support financing and business planning for on-farm diversification projects.
  3. Support WILD Alberta to help grow and market tourism opportunities in the region. Proximity to Greater Edmonton area and existing tourist traffic are prime targets for culinary, beverage, camping, hunting, fishing and cultural experiences the region has to offer. Through community and CFYE networks tourism and experience bundles could be developed and marketed using the market channels that WILD has build in its initial years.
  4. **Develop an opportunity sharing platform such as an umbrella business portal for the region to address business needs and opportunities. Information to be shared/included on this platform should include:**
    - Government programs and funding
    - Regional jobs board
    - Supply chain/business ads
    - Investor information on available land, workforce, businesses for sale, investment incentives
    - Links for partner economic development pages

### Theme #3

#### FOCUSING ON ENTREPRENEURIAL DEVELOPMENT TO HELP TO DIVERSIFY THE YELLOWHEAD EAST ECONOMY

Most of the investment in a community comes from those businesses which already exist in a community and individuals or entrepreneurs who already live there. The economic base analysis suggests an opportunity to capitalize on the strong entrepreneurial nature of the region and the available, under-utilized female and youth workforce. The entrepreneurial drive could harness the potential of both young people and under-utilized female workers to drive opportunities such as those indicated in Theme 2 or in market opportunities that utilize individual talent in new ventures that build on strengths of the region.



#### Strategic Actions

1. Promote entrepreneurship as a potential career path and possibility. School divisions in the region hold Job Expos, Career Expos and experiential opportunities for students to

learn about career options. Owning and managing a business could be included in such events to begin the process of recognizing the opportunity and the potential pathways to achieve that outcome. Programs like entrepreneur bootcamps, head-start in business and Lemonade Day can be built upon.

2. Offer entrepreneurship training as a component of courses or programs from which participants might be self-employed. Need for financial literacy training, export readiness, succession planning and social media marketing were needs cited by businesses.
3. Build on programs promoting non-traditional careers for women. There are several organizations promoting women in trades or other non-traditional lines of work. Many of these trades or careers also have the potential to be independent businesses. For example, a female welder or machinist could work for a company requiring that skill. In many cases, these types of positions could also be independent contractors working for themselves.
4. Build relationships to capitalize on business transitions. For example, the exit point for one business owner can be the entry point for a new owner. Women or youth might take a position with a business from which the owner intends to retire in a few years. Relationships could be developed to enable the employee to gradually work into management and ownership positions while benefiting from the experience and mentorship of the retiring owner. Chambers of Commerce or local staff might assist in making introductions and/or facilitating mentoring relationships.
5. Capitalize on training opportunities done collaboratively with accounting firms and financial software such as QuickBooks or Sage 50. Participants might go on to employment or running their own business in accounting and bookkeeping services, which is a service needed by many SMEs in the region.
6. Build the literacy of existing businesses to use financial data they may have from tax filing. Work with accounting firms to help existing businesses be more successful and make better business decisions.

## 10 SUMMARY AND CONCLUSION

CFYE and its individual partners each have strengths, but as individual organizations, are faced with limited capacity. Working collectively, their capacity will be enhanced if common ground and alignment of objectives can be established. The Top 5 Priority Actions help to establish conditions for success by building capacity at both the regional and community level.

The themes and actions represent the best opportunities based on feedback from businesses & stakeholders, the working session and the situational analysis. The themes provide a direction and recommended actions provide the focus that will assist the CFYE board and staff in defining their plans going forward.

It is seldom that a region truly recognises that the whole is greater than the sum of the parts and the CFYE region, through this project, have recognised this and the economy and businesses in the region will benefit and increase the region's competitiveness.



## REGIONAL BUSINESS DIVERSIFICATION STRATEGY

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**TOWN OF ONOWAY  
BYLAW NO.**

**A BYLAW FOR THE TOWN OF ONOWAY IN THE PROVINCE OF ALBERTA, FOR THE  
PURPOSE OF ESTABLISHING A BUSINESS LICENSE BYLAW FOR BUSINESSES WITHIN  
THE TOWN OF ONOWAY**

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WHEREAS, it is provided in and by the Municipal Government Act, being Chapter M-26, RSA 2000, Section 7, Part 2, Division 1 and amendments thereto, that the Town of Onoway may license and control all businesses within the Town of Onoway, including the manner of operation, the nature of the operation and the location thereof, and may license any or all such businesses whether or not the business has a business premises within the municipality.

NOW THEREFORE, the Municipal Council of the Town of Onoway, in the Province has deemed it expedient and proper to establish a Business License Bylaw as follows:

**SECTION 1            TITLE**

- I.    This Bylaw may be cited as "The Town of Onoway Business License Bylaw".

**SECTION 2            DEFINITIONS**

For the purpose of this Bylaw and in the Schedules attached hereto, unless the context otherwise requires:

- 2.1    "Application" means a written application for a business license as provided for by this bylaw;
- 2.2    "Business" includes business, trade, profession, occupation, employment or the providing of goods and services;
- 2.3    "Business License" means a license issued pursuant to this bylaw;
- 2.4    "Business Premises" includes a store, office, warehouse, building enclosure, yard or other place occupied or capable of being occupied for the purpose of carrying on a business;
- 2.5    "Chief Administrative Officer" means the Chief Administrative Officer (CAO) of the Town of Onoway;
- 2.6    "Council" means the Municipal Council of the Town of Onoway elected in accordance with the Local Authorities Election Act;
- 2.7    "Development Officer" means the Development Officer of the Town of Onoway or anyone designated by the Chief Administrative Officer;



**TOWN OF ONOWAY  
BYLAW NO.**

- 2.8 **"Hawker or Peddler"** means any person, whether as principal or agent, who:
- a) goes from house to house or business to business selling or offering for sale any merchandise or services, or both, to any person and not having a permanent place of business within the municipality; or
  - b) offers or exposes for sale to any person by means of samples, patterns, cuts or blueprints, merchandise or services, or both, to be afterwards delivered in and shipped into the municipality; or
  - c) sells merchandise or services, or both, on the streets or elsewhere than at a building that is his permanent place of business, but does not include any person selling:
    - 1) meat, fruit or other farm produce that has been produced, raised or grown by himself; or
    - 2) fish of his own catching

2.9 **"Home Occupation"** means an occupation carried on within a unit which is districted residential as outlined in the Town of Onoway Land Use Bylaw;

2.10 **"License Inspector"** means a person authorized by the Chief Administrative Officer to carry out the provisions of this bylaw or anyone acting on his/her behalf;

**"Member Municipalities"** means the region consisting of all municipalities within the the boundary of Lac Ste. Anne County who are members of Partners In Progress

2.11 **"Municipal Tag"** means a form alleging an offence of a Municipal bylaw allowing for voluntary payment of the specified penalty;

2.12 **"Non Resident"** means any business which does not have a permanent office or place of business in the Town of Onoway;

**"Partners In Progress "** means member municipalities within the boundary of Lac Ste. Anne County who have partnered to take advantage of working together to enhance economic development opportunities in the region.

**"Regional Business Directory"** means an online directory of all businesses with a valid business license within Partners In Progress member municipalities

**"Regional Business License"** means a Business License , certificate or permit issued to a business by a member municipality of Partners In Progress in which its primary office is located to operate or provide services within the Partners In Progress municipalities

A Regional Business License shall be issued for a business that has a business location within the municipal boundary of the Town of Onoway and wishes to conduct business in other Partners In Progress municipalities

2.13 **"Resident"** means a business where a permanent office or place of business is situated in either a commercial, industrial, or urban service district of the Town and does not include a transient trader;

2.14 **"Seasonal"** means any business which operates less than six (6) months in any calendar year;

2.15 **"Student"** means any business operated by an individual who usually attends an educational institute or is enrolled in a recognized educational program;

- 2.16 **"Transient Trader"** means any person who does not maintain a regular and permanent place of business within the Town;
- 2.17 **"Violation Ticket"** means a ticket issued pursuant to Part II or Part 111, as applicable, of the Provincial Offences Procedures Act and the regulations thereunder.

### **SECTION 3**                    **REQUIREMENT OF A BUSINESS LICENSE**

3.2 **No person shall carry on or operate any business within or partly within the Town without holding a valid and subsisting business license issued pursuant to the provisions of this bylaw unless specifically exempted by law.**

No License shall be required

1. for any provincial government offices and services;
2. for any municipal government or services;
3. for any Federal government offices and services
4. for any person or business specifically exempt from municipal licensing by legislation

Exempt businesses may voluntarily apply for a Business License and submit the appropriate fee if they choose to be included in the Regional Business Directory

### **SECTION 4**                    **LICENSE INSPECTOR**

4.1 **The Chief Administrative Officer shall appoint a license inspector to carry out the provisions of this bylaw.**

4.2 **The duties of a license inspector are:**

- a) to receive and consider applications for a business license;
- b) to conduct investigations with regard to proposed applications where necessary;
- c) to conduct investigations of business premises where necessary;
- d) to collect business fees pursuant to this bylaw (no fee for 2018 and 2019);
- e) to grant, with or without conditions, or refuse business licenses where deemed appropriate and for just and reasonable grounds;
- f) to revoke business licenses for just and reasonable grounds; notice of revocation may be made by personal service upon the holder of the business license or by sending the notice by single registered mail to the person's residence or place of business;
- g) to commence prosecutions for violation of this bylaw.

### **SECTION 5**                    **LICENSE APPLICATIONS**

5.1 **Every person applying for a business license shall submit to the license inspector a written application signed by the applicant or, in the case of a corporation, its duly appointed agent.**

5.2 **A business license for an existing business shall be renewed by the 15<sup>th</sup> day of February of each year. Renewal shall be effected by a business license holder submitting the proper fees to the license inspector.**

**SECTION 6**

**PREREQUISITES FOR A BUSINESS LICENSE**

- 6.1
- a) No business license shall be granted until such time as the applicant holds a valid development permit where required by the land use bylaw for the business;
  - b) No business license shall be granted until such time as the applicant holds a valid provincial or federal license where required by law;
  - c) No business license shall be granted if the applicant fails to comply with any other bylaw of the Town of Onoway;
  - d) No business license shall be granted until the applicant has submitted to the license inspector the proper fee as provided by this bylaw (no fee required for 2019).

**SECTION 7**

**CONDITIONS OF A BUSINESS LICENSE**

- 7.1 Every business license issued under this bylaw shall be posted in a conspicuous place in the business premises of the license.
- 7.2 Every person carrying on or engaged in any business in respect of which a license is required under this bylaw, upon request of the license inspector, shall give to the license inspector all information necessary to enable him to carry out his duties.
- 7.3 Every business license issued under the provisions of the bylaw shall terminate at midnight on the 31st day of December in the year in which the said license was issued, unless revoked (whereby if revoked earlier it becomes void on the date so deemed revoked)
- 7.4 Any business called in by a resident or commercial owner / occupier to undertake any work in renovations, construction, or services to only that property does not require a business license; provided that no advertising is being done on the property by way of a sign.

**SECTION 8**

**OFFICIALS TO HAVE ACCESS TO LICENSE PREMISES**

- 8.1 The license inspector shall at all reasonable times have the right after being properly identified, to enter upon any premises licensed under the provisions of this bylaw for the purpose of inspection or for the purpose of ascertaining if the provisions of this bylaw are being complied with. Any person hindering, preventing or refusing such free access after such person has demanded admission and established his/her authority shall be guilty of a breach of this bylaw.

**SECTION 9**

**TRANSFER OF LICENSE**

- 9.1 A license granted pursuant to the provisions of this bylaw, may upon approval of the license inspector, be transferred from one premises to another premises or from one person or company to another person or company upon payment of a transfer fee to be paid at the time of application for transfer.

**SECTION 10**

**APPEALS**

- 10.1 A person seeking a license may appeal to Town Council in every case where:
- a) an application for a business license has been refused or;
  - b) a business license has been revoked.
- 10.2 An appeal under subsection (1) shall be made by the applicant within thirty (30) days after such refusal or revocation.
- 10.3 All appeals shall be made in writing addressed to the Chief Administrative Officer (CAO) and shall be dated as of the date received by the CAO.

**TOWN OF ONOWAY  
BYLAW NO.**

- 10.4 **Town Council, after hearing the applicant may:**
- a) **direct a business license be issued;**
  - b) **direct a business license be issued with conditions;**
  - c) **refuse to grant a business license;**
  - d) **uphold the revocation of a business license on grounds which appear just and reasonable.**
- 10.5 **A decision of Town Council in respect of an appeal under this section shall be final and binding.**

**SECTION 11            LICENSE FEES**

- 11.1 **The business license fees shall be as established by Schedule A.**
- 11.2 **The fee payable for a business license issued shall be the license fee for the full year.**

**SECTION 12            PENALTY**

- 12.1 **Any person who commits a breach of any of the provisions of this Bylaw shall on conviction for such a breach be liable to a penalty as prescribed in Schedule "B" as amended from time to time. Such penalty may be issued on a Municipal Tag or Violation Ticket.**
- 12.2 **Where a person is convicted of carrying on a business for which a license fee is payable, without payment of such fee having been paid, the court may, in addition to the fine imposed, direct payment of the applicable license fee to the Town.**
- 12.3 **Where a business is being carried on in contravention of this Bylaw, or where the breach of the Bylaw is of a continuing nature or where any person is carrying on business or is doing any act, matter or thing without having paid the license fee required to be paid by this Bylaw, then in addition to any other remedy or any penalty imposed by this Bylaw the Town may, in any of these cases, apply to a judge at the Provincial Court of Alberta by way of an action or originating notice for an injunction or other order, prohibiting the person so contravening the Bylaw from continuing to carry on the business without complying with the provision of the Bylaw applicable to the business for which the license is required.**
- 12.E **A person shall not obstruct or hinder any person in the exercise of the performance of the person's powers pursuant to this Bylaw.**

**TOWN OF ONOWAY  
BYLAW NO.**

**SECTION 13            VOLUNTARY PAYMENT TAGS**

- 13.1            Where a peace officer or bylaw enforcement officer believes that a person has contravened any section of this Bylaw, he may serve upon such person a municipal tag or violation ticket voluntary payment ticket allowing payment of the penalty specified in Schedule "B" for such offense to the Town and such payment shall be accepted by the Town in lieu of prosecution for the offense.
- 13.2            If a person, upon whom a voluntary payment tag is served, fails to pay the required sum within the time specified in the voluntary payment tag, the provisions of this section regarding acceptance of payment in lieu of prosecution do not apply.
- 13.3            Nothing in this section shall:
- a) prevent any person from exercising his/her right to defend any charges of committing a breach of any provision of this Bylaw;
  - b) prevent any Bylaw Enforcement Officer, Licensing Officer or any Peace Officer from laying an information or complaint in lieu of serving a voluntary payment tag, or
  - c) prevent any person from exercising any legal rights such person may have to lay an Information or complaint against any person (whether such person has made payment under the provisions of this bylaw, or not) for a breach of any provision of this Bylaw;
- 13.4            Where any person has made payment pursuant to the provisions of this section and is subsequently prosecuted at the instance of some person other than the Town for the offense in respect of which payment has been made, such payment shall be refunded.

**REGIONAL BUSINESS LICENSE**

- a) Any Resident Business within the Town of Onoway may obtain a Regional Business License
- b) The holder of a valid Regional Business License issued by a member municipality of Partners In Progress shall be entitled to carry on business within the the Town of Onoway
- c) If a member municipality revokes an annual business license for a business that also holds a Regional Business License, that revocation shall also apply to the Regional Business License , and the municipality must, within seven working days, notify all Partners In Progress member municipalities

**SECTION 14            SCHEDULE**

- 14.1            The documents attached hereto and marked "Schedule A" and "Schedule B" shall form Part of this Bylaw and shall be identified by the signature of the Chief Administrative Officer of the Town.

**SECTION 15        ENACTMENT**

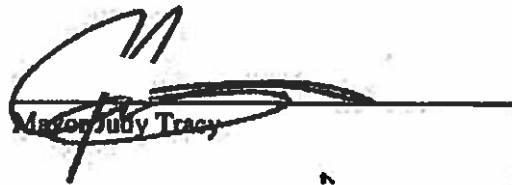
15.1            That this bylaw shall rescind: Bylaws

15.2            That this Bylaw shall come into full force and effect upon the date of the final reading thereof and signed in accordance with the Municipal Government Act.

**Read a Second Time the 7th day of November, 2019.**

**Unanimously consented to for third reading this 7th day of November, 2019.**

**Read a third and final time this 7th day of November, 2019.**

A handwritten signature in black ink, appearing to read "Wendy Wildman", is written over a horizontal line. The signature is stylized and somewhat cursive.

**Wendy Wildman, Chief Administrative Officer**



**TOWN OF ONOWAY  
BYLAW NO.**

**"SCHEDULE A"**

**TOWN OF ONOWAY  
BUSINESS LICENSE FEE SCHEDULE**

Resident	\$ 50.00
Non Resident	\$ 50.00
Accessory Home Occupation	\$ 50.00
Student	N/C
Transient Trader/Hawker	\$ 50.00/day \$250.00/week
Transfer Fee	\$ 25.00

**TOWN OF ONOWAY  
BYLAW NO.**

**"SCHEDULE B"**

**TOWN OF ONOWAY  
VOLUNTARY PAYMENT TAGS**

First Offense	\$ 250.00
Second Offense	\$ 500.00
Third & Subsequent Offenses	\$1,000.00

**From:** Kendra Wambold <[kwambold@gprchamber.ca](mailto:kwambold@gprchamber.ca)>  
**Sent:** February 27, 2020 11:43 AM  
**To:** [info@onoway.ca](mailto:info@onoway.ca)  
**Subject:** Greater Parkland Regional Chamber State of the Region Address

Hello Ms. Frizzell,

My name is Kendra Wambold, I am the Communications and Media Specialist with the newly unified Greater Parkland Regional Chamber of Commerce. We are the unified Chamber of the Stony Plain, Spruce Grove and Wabamun District Chambers of Commerce, and we are excited to invite you to the region's 3<sup>rd</sup> Annual State of the Region Address.

Attached is a formal invitation letter, and you can purchase tickets at our event page here:  
<https://www.gprchamber.ca/events/details/2020-state-of-the-region-address-4314?calendarMonth=2020-03-01>

If you have any questions, please let me know and I hope to see you on March 12.


Thank you,



**GREATER  
PARKLAND  
REGIONAL  
CHAMBER**

Kendra Wambold | *Communications & Media Specialist*  
Greater Parkland Regional Chamber of Commerce  
4815 – 44 Avenue Stony, Plain AB T7Z 1V5 | 780-963-4545



Thursday, March 12 5:30 PM <b>CLICK FOR TICKETS</b>	ALL <b>4</b> MAYORS	Parkland County Wabamun Spruce Grove Stony Plain	 <b>20</b> GREATER PARKLAND REGIONAL CHAMBER <b>20</b> <b>STATE OF THE REGION</b>
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G | P | R | C

February 27, 2020

**Re: State of the Region Address - March 12, 2020**

To Whom It May Concern,

The Greater Parkland Regional Chamber of Commerce is pleased to host the third annual State of the Region Address featuring our elected leaders Mayor William Choy of the Town of Stony Plain, Mayor Rod Shaigec of Parkland County, Mayor Stuart Houston of the City of Spruce Grove, and Mayor Charlene Smylie of the Village of Wabamun.

It is our pleasure to invite you, your Mayor and Council and Senior Administration to join us on Thursday, March 12th in the Spruce Grove Hall at Heritage Pavilion in Stony Plain. Doors open at 5:30 for the Mayors' Cocktail Reception, follow by a delicious buffet. Certainly, specialized menu requirements may be addressed for vegan, vegetarian and other dietary restrictions with notification to our chamber administration.

Local entertainment will be featured during dinner and our regional Mayors' will provide brief presentations on our future regional growth and then engage in a Q & A, moderated by the Alberta Chambers of Commerce.

An electronic invitation is enclosed for your information. Please RSVP on or before March 9th online at: [www.gprchamber.ca](http://www.gprchamber.ca).

Sincerely,

**Sarah Parry**

CEO

Greater Parkand Regional Chamber of Commerce

[sparry@gprchamber.ca](mailto:sparry@gprchamber.ca)

780-963-4545

**GREATER PARKLAND  
REGIONAL CHAMBER**

[info@gprchamber.ca](mailto:info@gprchamber.ca)

780-963-4545

4815 44 Avenue

Stony Plain AB T7Z 1V5

[gprchamber.ca](http://gprchamber.ca)

(46)

## Debbie Giroux

---

**From:** Penny Frizzell <penny@onoway.ca>  
**Sent:** February 24, 2020 2:14 PM  
**To:** debbie@onoway.ca  
**Subject:** FW: Pitch in Canada

Penny Frizzell

penny@onoway.ca

Municipal Clerk & Records Management  
Town of Onoway  
Box 540  
Onoway AB  
T0E 1V0  
780-967-5338

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in the strictest confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying, or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

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**From:** Penny Frizzell <penny@onoway.ca>  
**Sent:** February 24, 2020 1:43 PM  
**To:** 'Wendy Wildman' <cao@onoway.ca>; 'debbie@onoawy.ca' <debbie@onoawy.ca>; shellee@onoway.com  
**Cc:** Corinne Feth (jojoatonoway@hotmail.com) <jojoatonoway@hotmail.com>  
**Subject:** Pitch in Canada

Corinne called today, she is part of the Beautification Committee – and she is wondering if the Town would head up this “pitch in Canada” event in our Town. She said the Beautification Committee would definitely help out – but feels it more beneficial if the Town registers as the event holder. What do you think?

<https://pitch-in.ca/pitch-in-week/media/>

Penny Frizzell

penny@onoway.ca

Municipal Clerk & Records Management  
Town of Onoway  
Box 540  
Onoway AB  
T0E 1V0  
780-967-5338



# PITCH-IN WEEK

## SEMAINE PASSONS À L'ACTION

### APRIL 19-26 AVRIL 2020

Proudly  
Sponsored By *Tim Hortons.*

#### PROCLAMATION

WHEREAS hundreds of thousands of Canadians show their concern for the environment and their communities each year by participating in PITCH-IN CANADA projects to:

reduce, reuse, recycle and properly dispose of waste; clean up and rejuvenate local neighbourhoods, green spaces, ravines, waterways and illegal dump sites; restore habitats; and to establish composting and recycling projects;

AND WHEREAS PITCH-IN CANADA, a national, community-based, organization comprised of eco-action and community volunteers, believes that maintaining a quality environment and encouraging civic pride is everyone's responsibility;

AND WHEREAS PITCH-IN CANADA encourages voluntary action to keep communities clean and beautiful and restore and maintain a healthy environment;

NOW THEREFORE the \_\_\_\_\_ declares the week of April 19 – 26, 2020 as "PITCH-IN CANADA Week" in the \_\_\_\_\_ and invites all citizens in our region to actively participate in PITCH-IN Week!

Download and print a pdf copy of the [PITCH-IN Week Proclamation](#)





Media Release January 6, 2020

### **PITCH-IN Canada Opens Registration for 53rd Annual Clean Up**

Tim Hortons & PITCH-IN Canada partner to promote environmental stewardship across Canada. Residents and organizations dedicated to environmental conservation will come together across Canada to participate in the 53rd Annual PITCH-IN Week running April 19th-26th, 2020.

PITCH-IN Week began in 1967 with a handful of concerned citizens picking up harmful debris along the shore of Vancouver Island. In 2019 over 850,000 people committed to participating in their local neighborhoods from St. John's, Newfoundland to Port Alice, British Columbia, and collectively removed over 5.65 million pounds of litter!

In their fifth year of sponsorship, Tim Horton's has partnered with PITCH-IN to support their stance on positive contribution to environmental stewardship.

*"As one of Canada's most popular restaurant chains, we recognize we all have a responsibility to limit the environmental impact we have on our planet," said Chris Wakefield, Regional Marketing, Tim Hortons Canada. "That's why Tim Hortons is pleased to continue to partner with PITCH-IN Canada in this important annual initiative taking place across the country."*

PITCH-IN makes it easy to sign up and take action. On their site, participants can easily find resources for campaign support materials, frequently asked questions and links to online and mail-in registration. Once registered, PITCH-IN sends participants clear and yellow bags to aid in sorting and recycling efforts.

Registration will stay open through the month of August; however, free waste and recycling bags will be provided while supplies last. For more information, or to register, go to [www.pitch-in.ca](http://www.pitch-in.ca) and check in with PITCH-IN on social media outlets.



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

February 24, 2019

File: 20DP02-24

Box

, AB T0E 2A0

**Re: Development Permit Application No. 20DP02-24  
Plan 842 1249, Block 3 (Unit 3) : 4927 Lac Ste. Anne Trail South (the  
"Lands").  
C1 – Commercial – Office, Retail & Service District : Town of Onoway**

**Preamble: The development approved under this permit includes the renovation of the existing commercial building and operation of a Medical Clinic.**

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

**RENOVATION OF AN EXISTING COMMERCIAL BUILDING  
AND USE OF THE ONOWAY MEDICAL CLINIC**

has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- The applicants provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.
- 3- The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to building, plumbing, gas, electricity and drainage, and all other permits required in connection with the proposed development, including the renovation of the building. Copies of all permits shall be submitted to the Town of Onoway for review.
- 4- All permits and approvals required from Provincial regulatory bodies (ALBERTA HEALTH), in conjunction with the operation of the Medical Clinic shall be obtained prior to the commencement of operations.



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

- 5- Arrangements, satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.
- 6- The applicants shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 7- That all improvements shall be completed within twelve (12) months of the effective date of the permit.
- 8- The improvements take place in accordance with the plans and sketches submitted as part of the permit application.
- 9- Existing parking spaces are deemed to satisfy the requirements of Section 259 Off-Street Parking of the Town of Onoway Land Use Bylaw 712-13.
- 10-The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
- 11-No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.



Development Services  
for

# Town of Onoway

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed **February 24, 2020**

Complete

Date of Decision

**February 24, 2020**

Effective Date of

Permit

**March 24, 2020**

Signature of Development  
Officer

Tony Sonnleitner, Development Officer for the Town of Onoway

cc Wendy Wildman, CAO, Town of Onoway

cc Inspections Group Inc.

cc Alberta Health

**Note:** An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

**Town of Onoway  
Box 540  
Onoway, AB T0E 1V0**

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



Development Services

for

**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

**NOTE:**

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

**IMPORTANT NOTES**

1. *Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.*
2. *Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Clerk of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.*
3. *This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.*
4. *The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.*
5. *A development permit is an authorization for development under the Land Use Bylaw; but is not an approval under any other regulations that may be applicable.*
6. ***In the interest of public safety and as required by the Safety Codes Act construction projects must be covered by the appropriate permits prior to commencement of construction (Demolition, Building, Electrical, Gas, Plumbing, Private Sewage, and Water). The issuance of these permits is under the jurisdiction of Agencies Authorized by Alberta Municipal Affairs to Issue Permits and Provide Compliance Monitoring.***



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

***Within the municipal limits of the Town of Onoway, the authorized agency is Inspections Group Inc., and may be contacted at***

***Edmonton:***

*12010 - 111 Ave.  
Edmonton, Alberta T5G 0E6*

***Phone: (780) 454-5048***

***Fax: (780) 454-5222***

***Toll-Free: (866) 554-5048***

***Toll-Free Fax: (866) 454-5222***

***Email: [questions@inspectionsgroup.com](mailto:questions@inspectionsgroup.com)***

7. *Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.*
8. *All plans submitted for the construction, or alteration, of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.*

Other contacts:

ALBERTA HEALTH

Jennifer Fearnough, BSc, BEH(AD), CPHI(C)

Public Health Inspector/Executive Officer

Environmental Public Health, Onoway

Phone: 780-967-6221

Fax: 780-967-2060

[Jennifer.Fearnough@albertahealthservices.ca](mailto:Jennifer.Fearnough@albertahealthservices.ca)>





Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

## Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP02-24

**APPROVAL OF DEVELOPMENT PERMIT**

An application for a development permit for this property, Plan 842 1249, Block 3 (Unit 3) : 4927  
Lac Ste. Anne Trail South, with regard to the following:

### RENOVATION OF AN EXISTING COMMERCIAL BUILDING AND USE OF THE ONOWAY MEDICAL CLINIC

Has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Development Officer a written statement of his objection to such use indicating the following:

1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Development Officer no later than February 26, 2019.

Statements of concern with regard to this development permit should be addressed to:

Town of Onoway  
Box 540  
Onoway, Alberta T0E 1V0      Attention: Tony Sonnleitner, Development Officer

Should you have any questions please contact this office at (780) 718-5479

Date Application Deemed Complete	February 24, 2020
Date of Decision	February 24, 2020
Effective Date of Permit	March 24, 2020
Signature of Development Officer	

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office (780) 718-5479 and should include a statement of the grounds for the appeal.

Note: This permit does not come into effect until twenty-nine (29) days after the date of issuance.

Note: Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

Note: This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

**THIS IS NOT A BUILDING PERMIT**



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

February 26, 2020

File: 20DP03-24

Box  
Onoway, Alberta  
T0E 1V0

**Re: Development Permit Application No. 20DP03-24  
Plan 122 1674, Block 1, Lot 5 : 4708 Lac Ste. Anne Trail North (the "Lands")  
US – Urban Services District : Town of Onoway**

Preamble: The development approved under this permit includes the construction of Farm Equipment Pole Storage Shed with a floor area of 187.3 sq. m.

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit regarding the following:

**CONSTRUCTION OF AN ACCESSORY BUILDING  
(187.3 SQ. M.)**

has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- The applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 3- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.
- 4- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.
- 5- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 6- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.



Development Services

for

## Town of Onoway

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342

Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

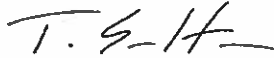
- 7- **The improvements take place in accordance with the sketch submitted as part of the permit application and must conform to the requirements of the Alberta Building Code and Alberta Fire Code. Please contact Superior Safety Codes Inc. (780) 489-4777 prior to undertaking any works.**
- 8- The exterior of a building must be completed within 1 year of the date of issuance of a building permit.
- 9- Applicant is responsible for grading the site of the proposed development to the design lot grades and direction(s) of drainage and for ensuring that surface runoff water does not discharge from the site to an adjacent property.
- 10- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.
- 11- The applicant is responsible for designing and constructing a building foundation drainage system adequate for the existing soil conditions.



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed Complete	<b>February 26, 2020</b>
Date of Decision	<b>February 26, 2020</b>
Effective Date of Permit	<b>March 26, 2020</b>
Signature of Development Officer	

Tony Sonnleitner, Development Officer for the Town of Onoway  
cc Wendy Wildman, CAO, Town of Onoway  
cc Inspections Group Inc.

**Note:** An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

**Town of Onoway  
Box 540  
Onoway, AB T0E 1V0**

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$150.00.



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

**NOTE:**

1. *The issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until twenty-nine (29) days after the date of the order, decisions or development permit is issued.*
2. *The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board within twenty-one (21) days after notice of the decision is given.*
3. *A permit issued in accordance with the notice of the decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.*

**IMPORTANT NOTES**

1. *Any development proceeded with prior to the expiry of the appeal period is done solely at the risk of the Applicant even though an application for Development has been approved and a Development Permit has been issued. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit is issued.*
2. *Any person claiming to be affected by a decision regarding an application for a development permit may appeal by serving written notice to the Clerk of the Development Appeal Board within twenty-one (21) days after a development permit or notice of decision was issued.*
3. *This Development Permit is valid for a period of 12 months from the date it was issued, or the date of an approval order being granted by the Development Appeal Board. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, the permit becomes invalid unless an extension has been granted by the Development Officer.*
4. *The applicant is reminded that compliance with this Permit requires compliance with all conditions affixed thereto.*
5. *A development permit is an authorization for development under the Land Use Bylaw; but is not an approval under any other regulations that may be applicable.*
6. *In the interest of public safety and as required by the Safety Codes Act construction projects must be covered by the appropriate permits prior to commencement of construction (Demolition, Building, Electrical, Gas, Plumbing, Private Sewage, and Water). The issuance of these permits is under the jurisdiction of Agencies Authorized by Alberta Municipal Affairs to Issue Permits and Provide Compliance Monitoring.*



Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

***Within the municipal limits of the Town of Onoway, the authorized agency is Inspections Group Inc., and may be contacted at***

***Edmonton:***

*12010 - 111 Ave.  
Edmonton, Alberta T5G 0E6*

***Phone: (780) 454-5048***

***Fax: (780) 454-5222***

***Toll-Free: (866) 554-5048***

***Toll-Free Fax: (866) 454-5222***

***Email: [questions@inspectionsgroup.com](mailto:questions@inspectionsgroup.com)***

6. *Development in proximity to gaslines, other pipelines, powerlines, or telephone lines require approvals from: The Gas Protection Branch - Alberta Labour, Alberta Energy Resources Conservation Board, Alberta Utilities and Telecommunications.*
7. *All plans submitted for the construction, or alteration, of a commercial or industrial building as specified under the Alberta Architects Act, shall be authorized by a registered architect or a professional engineer.*

**Contact:**

Petroleum Tank Management Association of Alberta  
#980, 10303 Jasper Avenue  
Edmonton, AB T5J 3N6  
Phone: (780) 425-8265  
Toll Free: 1-866-222-8265  
Fax: (780) 425-4722  
E-mail: [ptmaa@ptmaa.ab.ca](mailto:ptmaa@ptmaa.ab.ca)







Development Services  
for  
**Town of Onoway**

Box 2945, Stony Plain, AB., T7Z 1Y4, Phone (780) 718-5479 Fax (866) 363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

## Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP03-24

**APPROVAL OF DEVELOPMENT PERMIT**

An application for a development permit for this property, Plan 122 1674, Block 1, Lot 5 : 4708 Lac Ste. Anne Trail North, with regard to the following:

# CONSTRUCTION OF AN ACCESSORY BUILDING (187.3 SQ. M.)

Has been **CONDITIONALLY APPROVED** by the Development Officer.

Any person who objects to the proposed use of the parcel may deliver to the Development Officer a written statement of his objection to such use indicating the following:

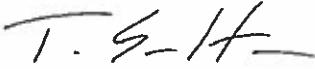
1. His/ her full name and mailing address, for the delivery of any notices to be given with respect of the objection; and
2. The reasons for his/her objection to the proposed use.

The statement must be received by the Development Officer no later than **March 18, 2020**.

Statements of concern with regard to this development permit should be addressed to:

**Town of Onoway  
Box 540  
Onoway, Alberta T0E 1V0      Attention: Tony Sonnleitner, Development Officer**

Should you have any questions please contact this office at **(780) 718-5479**

<b>Date Application Deemed Complete</b>	<b>February 26, 2020</b>
<b>Date of Decision</b>	<b>February 26, 2020</b>
<b>Effective Date of Permit</b>	<b>March 26, 2020</b>
<b>Signature of Development Officer</b>	

**Note:** An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office (780) 718-5479 and should include a statement of the grounds for the appeal.

**Note:** This permit does not come into effect until twenty-nine (29) days after the date of issuance.

**Note:** Any development undertaken prior to the expiry of the appeal period is done solely at the risk of the applicant. The period allowed for an appeal to be filed is twenty-one (21) days after a development permit has been issued.

**Note:** This permit is valid for a period of twelve (12) months from the date of issue. If at the expiry date of this period the development has not been commenced and carried out with reasonable diligence, this permit shall be null and void.

**THIS IS NOT A BUILDING PERMIT**

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Canadian  
Heritage

Patrimoine  
canadien

February 7, 2020

Grant Funding Coordinator  
TOWN OF ONOWAY  
4812-51St.  
Onoway, Alberta  
T0E 1V0

Title: 2020 Canada Day Family Celebration in Onoway

Dear

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$700 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2020-2021 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may be in contact with you in the near future to review the terms and conditions related to this funding. As you may already know, the Government of Canada is committed to promoting workplaces free from harassment, abuse and discrimination. I would like to seize this opportunity to remind you of your responsibility to provide a work environment where harassment, abuse and discrimination are not tolerated.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

David R. Burton  
Regional Director General  
Canadian Heritage

## Debbie Giroux

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**From:** Wendy Wildman <cao@onoway.ca>  
**Sent:** February 12, 2020 12:36 PM  
**To:** 'Debbie Giroux'  
**Subject:** FW: 2020 FortisAlberta Approved Rates  
**Attachments:** 2020 FortisAlberta Approved Rate Letter Final.pdf

Deb – info for mtg

**Wendy Wildman**  
CAO  
Town of Onoway  
Box 540  
Onoway, AB. T0E 1V0  
780-967-5338 Fax: 780-967-3226  
cao@onoway.ca

**NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: [cao@onoway.ca](mailto:cao@onoway.ca)**

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**From:** Law, Kayla <kayla.law@fortisalberta.com>  
**Sent:** February 12, 2020 11:01 AM  
**Cc:** Hunka, Dave <dave.hunka@fortisalberta.com>  
**Subject:** 2020 FortisAlberta Approved Rates

Good morning,

FortisAlberta is the primary electricity distribution service provider for your area. The attached letter is to inform you about our 2020 rates that have received approval by the Alberta Utilities Commission (AUC).

Should you have any questions please contact your Stakeholder Relations Manager or Dave Hunka.

Thank you.

**Kayla Law | Stakeholder Relations Advisor**

---

FortisAlberta Inc. | 100 Chippewa Road, Sherwood Park AB. T8A 4H4 | Tel: 780-464-8816 | Cell: 780-554-4888 | Fax: 780-464-8398

[www.fortisalberta.com](http://www.fortisalberta.com)

**FORTIS**  
ALBERTA

MISSION  ZERO  
Bring it Home. Power. Life. Energy.



February 12, 2020

**RE: Approved FortisAlberta 2020 Distribution Rates**

As a follow up to our correspondence of September 2019, FortisAlberta has received approval from the Alberta Utilities Commission (AUC) for FortisAlberta's distribution rates, effective January 1, 2020. In addition, the AUC has approved transmission rider rates effective January 1, specifically the Balancing Pool Allocation Rider, Base Transmission Adjustment Rider and the Quarterly Transmission Adjustment Rider. FortisAlberta collects and flows through all transmission costs billed by the Alberta Electric System Operator (AESO) as approved by the AUC.

The attached chart illustrates the estimated percentage and average changes for each rate class based on estimated consumption and demands between a December 2019 and January 2020 bundled bill from your retailer. The bundled bill percentages indicated on the attached chart will vary slightly compared to the version you received in September, as it reflects the transmission rider rate adjustments.

The Maintenance Multiplier under Rate 31 was approved to be reduced from 1.09 to 1.08 for those streetlights identified in FortisAlberta's LED conversion program. In addition, adjustments were approved by the AUC for the Maximum Investment Levels effective January 1, 2020. The chart reflecting these approved levels is also included in this correspondence.

The AUC also approved an update for Option D - Flat Rate Option on an interim basis. This offer would accommodate the connection of multiple low wattage, customer-owned and installed, non-lighting devices at multiple disparate locations without attracting a rate minimum charge and retailer administration charge for each device connected. This offer is upon agreement with the customer and at the discretion of FortisAlberta.

We thank you for the opportunity to advise you of these updates. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Hunka".

Dave Hunka, Manager, Municipalities & Key Accounts North  
P: (780) 464-8311  
C: (780) 868-7040  
E: Dave.Hunka@FortisAlberta.com

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**2020 Annual Rates**  
**Average Monthly Bill Impacts by Rate Class**  
**Including Energy, Retail, and DT Rates & Riders**

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2019 Bill	Jan 2020 Bill	\$ Difference	% Change
		300 kWh		\$74.91	\$73.27	-\$1.64	-2.2%
<b>11</b>	<b>Residential*</b>	640 kWh		\$123.53	\$119.91	-\$3.62	-2.9%
		1200 kWh		\$203.64	\$196.74	-\$6.90	-3.4%
		900 kWh	5 kVA	\$186.36	\$188.64	\$2.28	1.2%
<b>21</b>	<b>Farm*</b>	1,400 kWh	10 kVA	\$308.58	\$314.00	\$5.42	1.8%
		7,500 kWh	25 kVA	\$1,207.79	\$1,199.45	-\$8.34	-0.7%
		6,000 kWh	20 kW	\$1,524.48	\$1,408.41	-\$116.07	-7.6%
<b>26</b>	<b>Irrigation*</b>	14,518 kWh	33 kW	\$3,112.71	\$2,804.72	-\$307.99	-9.9%
		45,000 kWh	100 kW	\$9,518.92	\$8,560.99	-\$957.93	-10.1%
<b>31</b>	<b>Streetlighting (Investment)</b>	5,144 kWh	12,500 W	\$3,025.64	\$3,014.25	-\$11.39	-0.4%
<b>38</b>	<b>Yard Lighting</b>	5,000 kWh	12,000 W	\$1,991.56	\$1,963.26	-\$28.30	-1.4%
	Rates 31 and 38 is based on 100 HPS Lights in assorted fixture wattages.						
		1,083 kWh	5 kW	\$208.69	\$205.57	-\$2.76	-1.3%
<b>41</b>	<b>Small General Service*</b>	2,165 kWh	10 kW	\$393.58	\$387.53	-\$6.05	-1.5%
		10,825 kWh	50 kW	\$1,875.55	\$1,843.16	-\$32.39	-1.7%
		2,590 kWh	7.5 kW	\$448.87	\$457.19	\$8.32	1.9%
<b>44/45</b>	<b>Oil and Gas Service*</b>	5,179 kWh	15 kW	\$863.89	\$877.04	\$13.15	1.5%
		25,895 kWh	75 kW	\$4,122.09	\$4,167.24	\$45.15	1.1%
		32,137 kWh	100 kW	\$4,156.92	\$3,892.03	-\$264.89	-6.4%
<b>61</b>	<b>General Service*</b>	63,071 kWh	196 kW	\$7,805.48	\$7,268.53	-\$536.95	-6.9%
		482,055 kWh	1500 kW	\$54,200.50	\$49,870.85	-\$4,329.65	-8.0%
		824,585 kWh	2500 kW	\$96,391.19	\$89,469.48	-\$6,921.71	-7.2%
<b>63</b>	<b>Large General Service*</b>	1,529,869 kWh	4638 kW	\$165,456.98	\$151,562.48	-\$13,894.50	-8.4%
		3,298,338 kWh	10,000 kW	\$349,010.69	\$317,628.82	-\$31,381.87	-9.0%
<b>65</b>	<b>Transmission Connected Service</b>	The Distribution Component will increase from \$37.49/day to \$39.17/per day.		The Transmission Component is the applicable rate of the Alberta Electric System Operator (AESO).			

\*Typical average consumption based on rate class

Riders Included:

Municipal Franchise Fee (Average by Rate Class)  
Municipal Assessment Rider (0.94% on July 1, 2019)  
Base TAR & 2020 Base TAR  
2019 Q4 QTAR  
Jan 2019 BPAR & 2020 BPAR

Retail / Energy Price Assumptions:  
Rates 11 thru 44 -- Oct 2018 to Sep 2019 Average  
EEAI RRT Rates  
Rates 61 & 63 -- Aug 2018 to Jul 2019 Average  
EPCOR Default Supply Rates

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**APPENDIX "B" – CUSTOMER CONTRIBUTIONS SCHEDULES \*\***

**Table 1  
Maximum Investment Levels for Distribution Facilities  
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,583 per service
Rate 11 Residential Development	\$2,583 per service, less FortisAlberta's costs of metering and final connection
Rate 21 Farm and Rate 23 Grain Drying	\$5,860 base investment, plus \$839 per kVA of Peak Demand
Rate 26 Irrigation	\$5,860 base investment, plus \$933 per kW of Peak Demand
Rate 38 Yard Lighting	\$833 per fixture
Rate 31 Streetlighting (Investment Option)	\$3,016 per fixture
Rate 41 Small General Service	\$5,860 base investment, plus \$933 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$5,860 base investment, plus \$933 per kW of Peak Demand  FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$5,860 base investment, plus \$933 per kW for the first 150 kW, plus \$117 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$106 per kW of Peak Demand, plus \$116 per metre of Customer Extension

\*\* Alberta Utilities Commission (AUC) Decision 24875-D01-2019, December 16, 2019  
Maximum Investment Levels are reduced if the expected Investment Term is less than 15 years.

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Town of Onoway  
Box 540  
Onoway, AB, T0E 1V0  
Attn: Wendy Wildman



February 21, 2020

To Whom it May Concern:

**TERMINATION OF ASSESSMENT REVIEW BOARDS AGREEMENT**

Lac Ste. Anne County has engaged in a review of our process to ensure that services are provided to County Residents in the most efficient manner possible. During this review, Administration became aware of an external alternative for Assessment Review Boards with would greatly reduce the demand on County resources. The Capital Region Assessment Services Commission (CRASC) provides Assessment Review Boards to member and non-member municipalities that is comparable to the cost of providing the services internally without the demands on County resources.

At the February 13, 2020 Regular County Council Meeting, Council resolved to move forward with CRASC. It is Lac Ste. Anne County's intension to discontinue the provision of Assessment Review Board services and contract with CRASC to provide assessment review boards when required. In taking this direction it will no longer be possible for the County to provide Assessment Review Board services to our municipal partners. Please accept this letter as formal written notice that Lac Ste. Anne County is exercising the right to terminate the Memorandum of Agreement with the Town of Onoway with six months of notice. Understanding that the Assessment Appeal period is nearing, Council also agreed to extend the services of the Lac Ste. Anne Assessment Review Board services for the 2019 Assessment year and will consider the Agreement terminated after this time. We thank you for your ongoing cooperation and professionalism during the term of our agreement.

Sincerely,

A handwritten signature in black ink that reads "Mike Primeau".

Mike Primeau, MBA,ICMA-CM,CLGM  
County Manager, Lac Ste. Anne County

Cc:  
Lac Ste. Anne County Council  
Robert Smyth, Assessment and Taxation Manager

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**ALBERTA**  
**MUNICIPAL AFFAIRS**

*Office of the Minister*  
*MLA, Edmonton - South West*

February 27, 2020

Dear Chief Elected Officials and Chief Administrative Officers:

I am writing to provide more information about Budget 2020 that my colleague Minister Travis Toews has delivered in the legislature. Specifically, I would like to give some details on the key items for Municipal Affairs that impact municipalities in Budget 2020.

Overall, Budget 2020 maintains the direction set in Budget 2019, with a few minor changes.

First of all, it is important to note that there is no change to the Municipal Sustainability Initiative (MSI) funding announced in Budget 2019 for fiscal years 2020-21 and 2021-22.

The Local Government Fiscal Framework begins in 2022-23 at \$860 million, as announced in Budget 2019. We look forward to working closely with the Alberta Urban Municipalities Association and the Rural Municipalities of Alberta in determining how the Local Government Fiscal Framework funding will be allocated to individual municipalities, and in designing program criteria that provide the right balance of flexibility, autonomy, and accountability.

As announced in Budget 2019, the Grants in Place of Taxes payments are being reduced by an additional 25% in 2020-21 to 50% of requested amounts in 2018-19. Government needs to reduce operating spending while still providing municipalities a share of the cost of municipal services to Crown properties.

A new change in Budget 2020 is the elimination of the fire training grants to municipalities of \$500,000.00. This program has been eliminated to reduce operating costs and administrative burden. We will work with impacted communities to help build their own training capacity.

Budget 2020 also proposes that the Alberta Fire Responder Radio Communications System (AFRRCS) be transferred to the Alberta Emergency Management Agency from Service Alberta. This transfer will streamline emergency planning by consolidating critical emergency management infrastructure.

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We have made some challenging decisions to get our fiscal house in order to ensure we have reliable funding for public services in the future. In addition to reductions to municipal grants, we have made significant department-level reductions in personnel and expenses. Through a variety of red tape reduction initiatives, we will continue to work with stakeholders to reduce the regulatory burden we impose on you, and to help you do the same for your businesses and residents.

All of us together, as leaders of this province, are committed to doing everything we can to get Alberta's economy back on track.

I look forward to working together with municipalities to realize a better future for all Albertans.

Yours very truly,



Kaycee Madu  
Minister

cc: All Government Members

## Debbie Giroux

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**From:** Wendy Wildman <cao@onoway.ca>  
**Sent:** February 28, 2020 3:51 PM  
**To:** 'Debbie Giroux'  
**Subject:** FW: AUMA's Preliminary Budget Report 2020  
**Attachments:** AUMA Analysis of Provincial Budget 2020.pdf

Print for agenda ps

**Wendy Wildman**  
CAO  
Town of Onoway  
Box 540  
Onoway, AB. T0E 1V0  
780-967-5338 Fax: 780-967-3226  
cao@onoway.ca

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**From:** President <President@auma.ca>  
**Sent:** February 28, 2020 1:30 PM  
**Subject:** AUMA's Preliminary Budget Report 2020

Please see the updated attachment for the current year.

Dear Mayors, Councillors & CAOs,

AUMA has concluded its initial assessment of Budget 2020-21 and we wanted to share our preliminary report which is attached to this email. More information will be provided during our webinar this afternoon starting at 2:00pm. [Click here to register for the webinar.](#)

The province's 2020 Budget continues the trends and themes introduced in Budget 2019. This means that municipalities will need to keep managing the cumulative impacts of funding reductions and downloaded responsibilities.

AUMA will continue to advocate for a provincial partnership focused on building a strong Alberta. Our advocacy efforts will focus on key priorities, including but not limited to, advocating for:

- A Local Government Fiscal Framework (LGFF) that includes an adequate base amount, a growth factor that keeps pace with provincial revenue, and an equitable allocation formula.
- Municipal input on the distribution of police resources related to the new police funding model.
- A fair cannabis assessment and revenue model that recognizes the essential community services that municipalities provide.

- Municipal input on the province's 20-year capital plan to leverage and coordinate investments to maximize benefits for Albertans and our economy.
- Greater restraint in the province's education property tax requisition.
- Investment in affordable housing.
- Investment in the broadband internet required to power Alberta's move to the modern economy. Reliable broadband connections enable economic development in communities across Alberta. Without it, communities can't attract skilled workers and risk falling farther away from sharing in the Alberta advantage.

We will reach out to the province to seek clarity and further details on funding for essential programs Albertans rely on such as the Municipal Police Assistance and Police Officer Grants, which were anticipated to be consolidated.

We remain committed to building a partnership with the province that gets Alberta back to work, improves the lives of all Albertans, and stands up for Alberta.

Your ongoing support in our advocacy efforts will be needed as we continue to advocate in your best interests.

**Barry Morishita** | President  
Mayor, City of Brooks

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C: 403.363.9224 | [president@auma.ca](mailto:president@auma.ca)

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

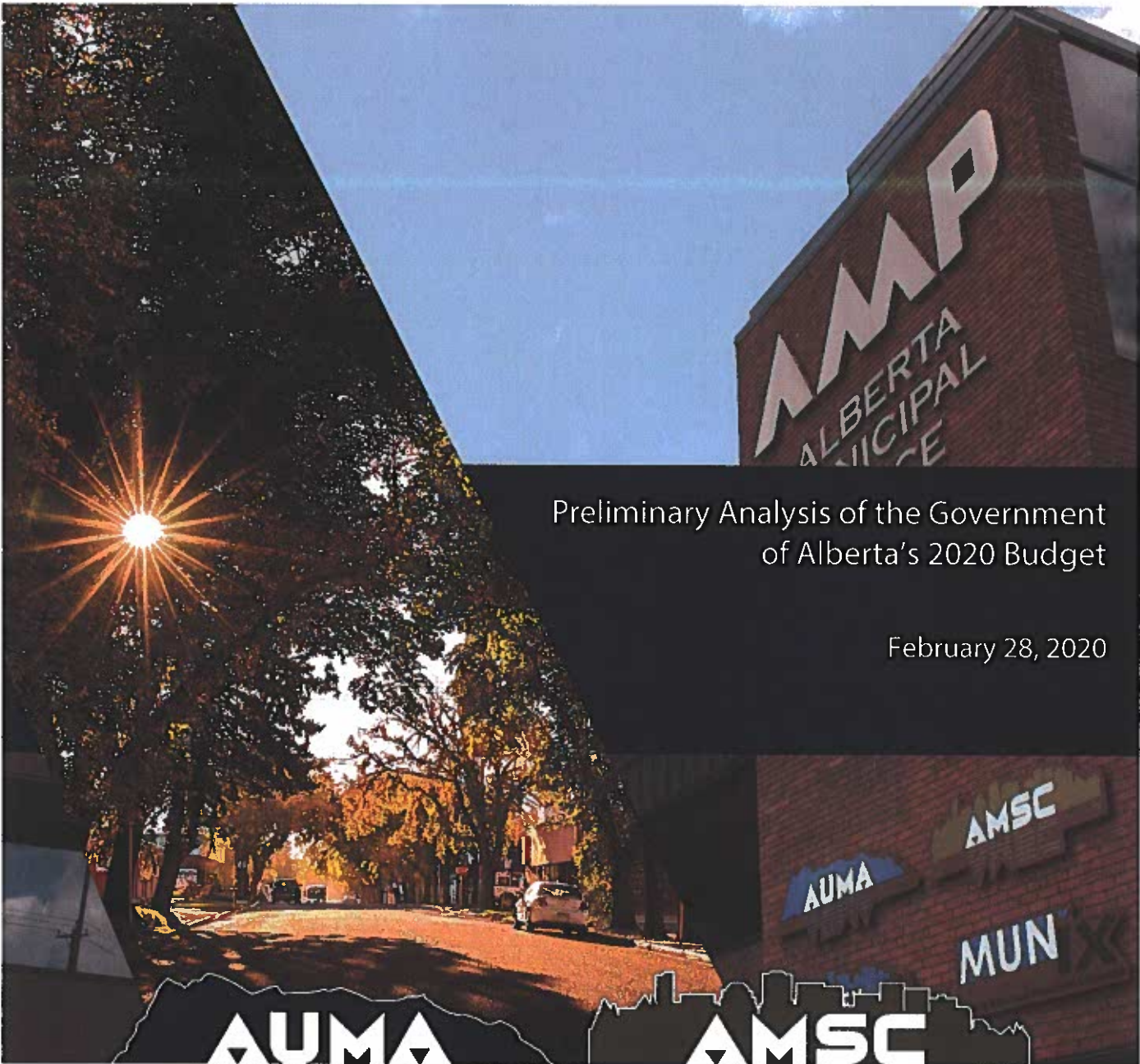
Toll Free: 310-AUMA | [www.auma.ca](http://www.auma.ca)



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Preliminary Analysis of the Government of Alberta's 2020 Budget

February 28, 2020



WE ARE  
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**experts**  
IN MUNICIPALITIES

WE ARE YOUR  
**advocate**



## Introduction

In a time of ongoing fiscal uncertainty, the province's 2020 Budget continues the trends and themes introduced in Budget 2019. This means that municipalities will need to keep managing the cumulative impacts of funding reductions and downloaded responsibilities.

AUMA appreciates that the province has followed through on its commitment to adhere to a fixed budget release timeline of February. For years, AUMA has advocated that the province adopt a fixed annual budget date early in the calendar year to better align with municipal budgeting and property tax cycles.

The following document includes AUMA's preliminary analysis of Budget 2020 as it relates to municipal priorities and the financial future of Alberta communities. In addition, it summarizes the province's fiscal outlook and includes highlights of the ministry business plans that most impact our communities.

## Priorities for Alberta's Municipal Governments

### Provincial Education Property Tax Increase

The province is increasing its education property tax requisition by 4.2%, which is expected to generate an additional \$102 million in 2020/2021 for the province. Most of this increased tax burden will fall on Alberta's residential property taxpayers.

Despite increasing financial pressures, municipalities are working hard to minimize property tax increases through finding efficiencies. As AUMA emphasized in our [recent letter](#) to Premier Kenney, this planned year-over-year increase to provincial taxes is unacceptable to municipalities and ratepayers.

### Grants in Place of Taxes (GIPOT)

Alberta property taxpayers are further impacted by reductions to the GIPOT program, which is being reduced by 32% in 2020-21 on top of the 24% reduction in 2019. GIPOT is meant to cover the costs of the services municipalities provide to Crown properties, which are exempt from tax. Municipalities will need to look for ways to cover these costs through user fees or other mechanisms so that other property owners don't have to subsidize the costs of providing essential services such as policing, fire, water and waste management, and transportation for provincial properties. This reduction was announced in the province's 2019 – 2020 fiscal plan.

### Capital Investments

One of the primary themes of AUMA's recent President's Summit on municipal finances was the importance of partnership in making the infrastructure investments needed to get Alberta back to work. We are therefore pleased that the province commits to "collaborate in partnership with industry and municipalities to identify critical investments and align our capital spending priorities accordingly." Municipalities look forward to engaging in implementation of the province's Capital Plan.

AUMA also looks forward to working out how the Local Government Fiscal Framework can maximize the infrastructure investments needed to attract and retain investors and talent. Still, we remain concerned that annual funding will only grow at half the rate of provincial revenues, making it challenging for infrastructure investments to keep pace with population growth and inflation.

In addition, although AUMA advocated for the province to revisit planned reductions to the Municipal Sustainability Initiative (MSI), the projected reductions announced in the last budget remain in place. We will be monitoring the impact on the health of Alberta's infrastructure and on Alberta's construction companies and workforce. We remain concerned about the long-term consequences of under-investment in infrastructure, which could undermine economic development and lead to increased costs for future maintenance and replacement.

AUMA would like to acknowledge that while the Basic Municipal Transportation Grant (BMTG) is \$28 million lower than forecast in Budget 2019 (due to lower than expected fuel sales), the province has made up the difference by adding \$28 million to MSI Capital. This will change the funding that some municipalities receive, due to the difference in allocation formulas. Still, AUMA appreciates the province providing overall stability to municipal capital funding.

### **Policing**

Budget 2020 highlights the additional revenue the province will receive from all municipalities contributing to policing costs. One of AUMA's priorities is ensure that municipalities have a say in how police resources will be distributed to ensure all Albertans are safe in their communities.

### **Fine Revenue**

Budget 2020 also reflects last year's change in fine revenue distribution for all offences under the Traffic Safety Act. Previously, the province kept 26.6% of the fine amount for traffic violations, but as of 2020, this amount was increased to 40%. This means that municipalities receive less fine revenue; instead of getting 74.4% of the fine revenue back, municipalities only get 60%. As a result, the province will collect an estimated \$267.3 million in fines and penalties in 2020-21, compared to \$221 million in 2019-20 (21% increase).

### **Affordable Housing**

AUMA is very concerned to see significant cuts to capital investment in affordable housing for both the development of new units, as well as the maintenance and repair of existing units. Addressing Alberta's lack of affordable housing is a priority for municipalities. In addition to stimulating employment and economic growth, capital investment in affordable housing yields long-term savings for all levels of government due to decreased use of health services, police and justice services, child welfare, and other services such as homeless shelters, income supports, and addictions and mental health supports.

### **Investing in Canada Infrastructure Funding**

The Government of Alberta has a bilateral agreement in place to access four pillars of funding under the Investing in Canadian Infrastructure Plan. These pillars are Community Culture and Recreation, Green Infrastructure, Rural and Northern Communities, and Public Transit. Under the agreement, Alberta has been allocated \$3.65 billion in cost-shared grants between the federal, provincial, and municipal governments. Budget 2020 has identified specific funding for Investing in Canada Infrastructure allocations by ministry. The total allocation identified for municipal support is \$57 million, as per page 160 of the fiscal plan. AUMA remains focused on advocating for a timelier flow of this funding to municipalities.

The breakdown by ministry is as follows:

<b>Ministry</b>	<b>ICIP Funding 2020-21 (\$ millions)</b>
Municipal Affairs	16.6
Transportation	30.8
Advanced Education	1.7
Culture, Multiculturalism and Status of Women	2.4
Energy	20.4
Indigenous Relations	11.7
<b>Total</b>	<b>83.6</b>

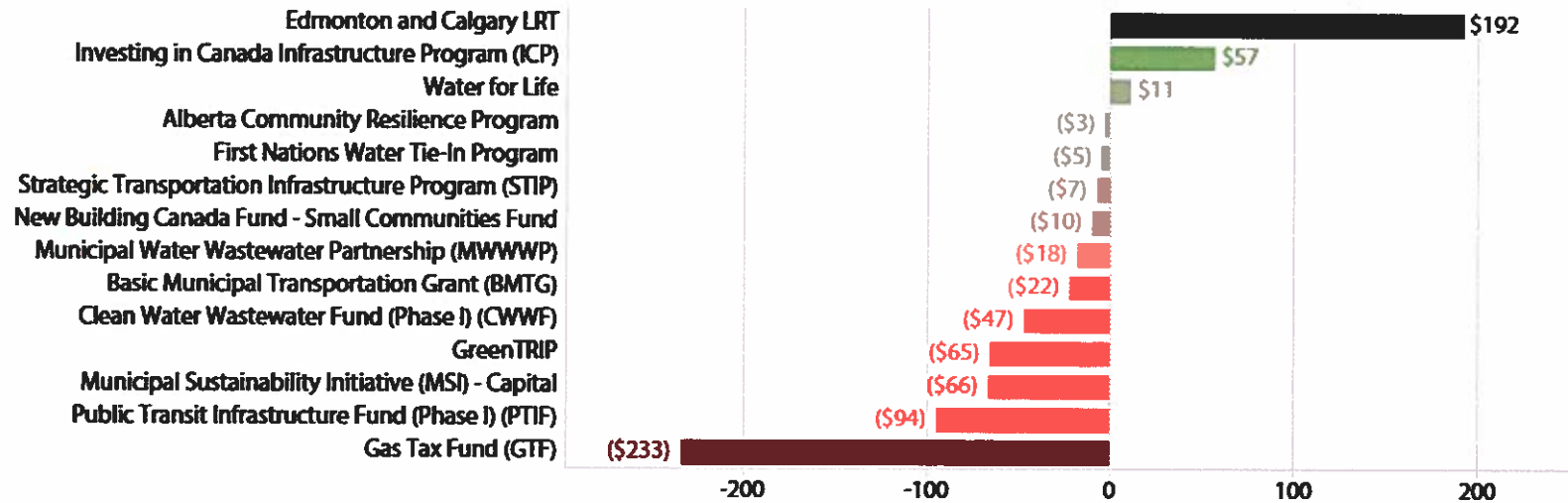
## Planning for your community's financial future

### Core Capital Funding to Municipal Governments (\$ millions)

Capital Program	2019-20 Budget	2020-21 Budget	2021-22 Forecast	2022-23 Forecast	2020 vs. 2019
Municipal Sustainability Initiative (MSI) Capital	694 <sup>1</sup>	628	525	-	(66)
Basic Municipal Transportation Grant (BMTG)	347	325	372	-	(12)
Local Government Fiscal Framework (LGFF)	-	-	-	860	-
Water for Life	40	51	50	50	11
Municipal Water and Wastewater Partnership (MWWWP)	32	14	22	22	(18)
Strategic Transportation Infrastructure Program (STIP)	22	15	21	25	(7)
Alberta Community Resilience Program	23	20	-	-	(3)
First Nations Water Tie-In Program	18	13	12	10	(5)
Subtotal	1,176	1,076	1,002	967	(100)
		-8.5%	-6.9%	-3.5%	
<b>Capital Funding Linked to Federal Funding Programs</b>					
Gas Tax Fund (GTF)	477	244	255	255	(233)
GreenTRIP	125	60	5	-	(65)
Public Transit Infrastructure Fund (PTIF) – Phase 1	138	44	-	-	(94)
Clean Water Wastewater Fund (CWWF) – Phase 1	77	30	-	-	(47)
New Building Canada Fund – Small Communities Fund	10	-	-	-	(10)
Investing in Canada Infrastructure Program (ICIP)	-	57	104	69	57
Edmonton and Calgary LRT	151	343	485	569	192
Subtotal	978	778	849	893	(200)
		-20.4%	9.1%	5.2%	
<b>Total – Core Capital Funding</b>	<b>2,154</b>	<b>1,854</b>	<b>1,851</b>	<b>1,860</b>	<b>(300)</b>
		-13.9%	-0.2%	0.5%	

<sup>1</sup> The 2019-20 figure includes 50% (\$400 million) of the March 2018 advance of \$800 million in MSI Capital. AUMA opted to present it in this format to demonstrate the year-to-year comparison of funding even though 2019-20 MSI Capital was actually \$294 million.

**Year-over-year change in municipal funding: Budget 2020 versus Budget 2019 (\$ millions)**



Investments in municipal capital infrastructure will be \$300 million less than 2019-20; however, much of that reduction is linked to federal funding and in most cases, the reductions were expected based on the forecasts presented in last year's budget. It is also notable that while BMTG is \$28 million lower than forecast in Budget 2019 due to lower than expected fuel sales, the province has made up the difference by adding \$28 million to MSI Capital.

**Growth in capital funding**

- The \$192 million increase in Edmonton and Calgary's LRT funding is a result of the unspent 2019 budget being carried forward to this year.
- The Investing in Canada Infrastructure Program represents new funding for municipalities in 2020.
- The \$11 million increase in Water for Life funding aligns with previous forecasts and will help ensure that Albertans have access to safe and affordable drinking water.

**Reductions in capital funding**

- The federal Gas Tax Fund (GTF) declined by \$233 million because Budget 2019 included a one-time doubling of the GTF investment across Canada.
- The \$18 million reduction in the Municipal Water Wastewater Partnership was higher than expected as Budget 2019 had forecasted a \$14 million reduction.
- Despite lower funding, the First Nations Water Tie-In Program is on schedule to deliver \$100 million over six years and is expected to deliver safe drinking water to seven First Nations.
- The reductions to all other programs aligned with the forecasts that were presented in the 2019-20 budget.



**Core Operating Funding to Municipal Governments (\$ millions)**

Operating Program	2019-20 Budget	2020-21 Budget	% Change	Note
Municipal Sustainability Initiative (MSI) – Operating	30.0	<b>30.0</b>	-	1
Alberta Community Partnership	16.5	<b>16.5</b>	-	2
Family and Community Support Services (FCSS)	100.0	<b>100.0</b>	-	3
Grants in Place of Taxes (GIPOT)	44.6	<b>30.2</b>	-32.2%	4
Fire Services Training Program	0.5	-	-100.0%	5
<b>Total – Core Operating Funding</b>	<b>191.6</b>	<b>176.7</b>	<b>-7.8%</b>	

**Notes**

1. Municipalities will appreciate that MSI Operating funding remained stable at \$30 million and is expected to remain at that level for the last year of the program in 2021-22.
2. The Alberta Community Partnership (ACP) was reduced by \$2 million in 2019-20 and Budget 2020 maintains ACP at \$16.5 million and is forecasted to remain at that level for the next three years. This will help ensure that municipalities have the supports needed to implement the new Intermunicipal Collaboration Frameworks (ICFs) and other regional collaboration projects.
3. FCSS funding remains stable at \$100 million for the fourth year in a row.
4. Budget 2019 announced that GIPOT would be cut in half over two years. As such, the 32% reduction in Budget 2020 was expected. More information about GIPOT is available on page 10.
5. Municipalities will now be responsible for a greater portion of fire training costs as 2019-20 represents the last year of funding through the Fire Services Training Program.

**Municipal Sustainability Initiative – Now and Into the Future**

Last year, the province announced that the 2020 MSI Capital funding would be reduced by \$94 million (-14%) compared to the province's estimates in 2018. While that reduction was concerning to members, Alberta Municipal Affairs has maintained its total combined forecasted funding for MSI and the Basic Municipal Transportation Grant (BMTG) at \$963 million. Due to lower-than-forecasted fuel sales, BMTG funding is \$28 million less than what was forecasted in Budget 2019; however, Municipal Affairs has invested that difference into MSI Capital to ensure that municipalities receive the same total amount of funding that was promised in Budget 2019. Due to differences in how BMTG is allocated versus MSI, there will be some minor variations to how much each individual municipality receives.

MSI Capital (excluding BMTG) (\$ millions)	2020-21	2021-22	Total
Budget 2019 Forecast	600	525	1,125
Budget 2020 Forecast	628	525	1,153
Change (\$)	28	-	28

**Preparing your 5-year capital plan**

As a result of AUMA's advocacy in 2019, Municipal Affairs released an estimate of the MSI allocations by municipality for 2020 and 2021. This eliminates the guesswork that municipalities have struggled with over the years in estimating their individual portion of future funding. The estimates enable municipalities to create accurate capital plans for 2020 and 2021; however, municipalities will be forced to wait a little longer until funding allocations under the Local Government Fiscal Framework



(LGFF) are known. AUMA is still focused on working with the Rural Municipalities of Alberta and Municipal Affairs to create a funding formula for when LGFF begins in 2022.

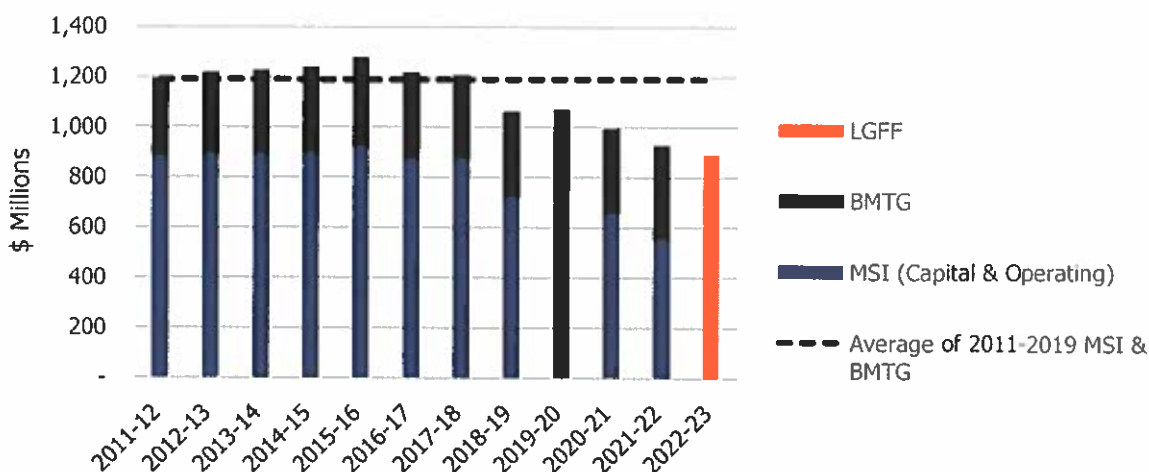
### 2020-22 Forecast for the MSI Program

(\$ millions)	2018-19	2019-20	2020-21	2021-22	2022-23
<u>Capital</u>	Budget	Budget	<b>Budget</b>	Forecast	Forecast
MSI Capital	294	294	<b>628</b>	525	-
Advance in March 2018	400	400	-	-	-
BMTG	344	347	<b>335</b>	372	-
LGFF Capital	-	-	-	-	860
<b>Subtotal Capital</b>	<b>1,038</b>	<b>1,041</b>	<b>963</b>	<b>897</b>	<b>860</b>
<u>Operating</u>					
MSI Operating	30	30	<b>30</b>	30	-
LGFF Operating <sup>2</sup>	-	-	-	-	30
<b>Subtotal Operating</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>
	<b>1,068</b>	<b>1,071</b>	<b>993</b>	<b>927</b>	<b>890</b>

### Local Government Fiscal Framework

Budget 2020 offers no new information about the Local Government Fiscal Framework (LGFF). Most details were announced in the *Local Government Fiscal Framework Act*, which was approved in late 2019. AUMA looks forward to the roll out of the program as it will increase funding predictability for municipalities; however, AUMA remains concerned that annual funding will only grow at half the rate of provincial revenues. AUMA expects further conversations to occur but a primary concern is that the growth constraint means that funding won't keep pace with inflation on infrastructure construction costs.

The Local Government Fiscal Framework will deliver 25% less funding than the historical average of MSI and BMTG.



Source: Budget 2020 Fiscal Plan and Municipal Affairs' MSI Allocation Tables

Note: Advances of MSI Capital in March 2014 and 2018 are presented in the year that funding was available to municipalities.

<sup>2</sup> The LGFF Operating component is assumed based on figures in Municipal Affairs' 2020 Business Plan, but will be clarified with the ministry in the future.



## Increases to Taxes

### Education Property Tax

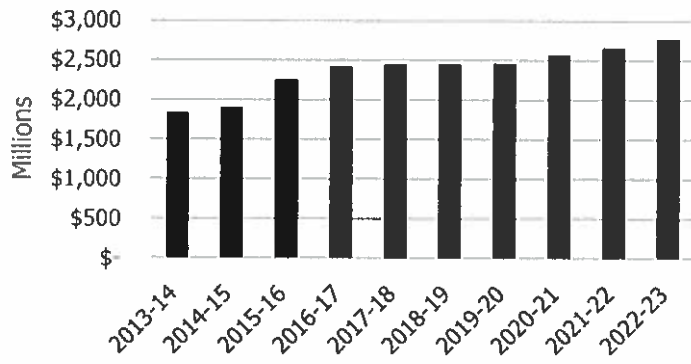
Budget 2020 is increasing taxes on Alberta's property owners through a 4.2% increase to provincial education property taxes. Provincial education tax revenue will grow by approximately \$100 million up to \$2.56 billion in 2020-21.

The province indicates that the 2020 education property tax requisition was set based on a new approach involving population growth and inflation.

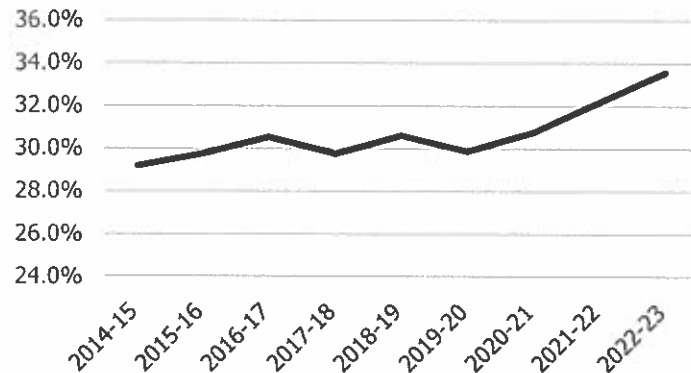
The increase in provincial education taxes comes at a time when education expense is planned to remain flat. The chart to the right highlights how the share of education operating costs covered by education tax will rise from 29.2% in 2014-15 up to 33.5% in 2022-23. This plan shifts the burden of taxation onto municipalities who are responsible to collect the revenue on behalf of the province.

Each municipality will be impacted to a different degree, with year-over-year changes in education tax requisitions ranging from reductions of 12% up to tax increases of 16%. Municipalities can view their 2020 provincial education property tax requisition by downloading the comparison listing on the province's [website](#).

Provincial education property tax



Provincial education property tax as a percentage of budgeted K-12 education expense



Source: Calculations based on budgeted figures the Government of Alberta's Fiscal Plans for 2014-15 to 2020-21

(\$ millions)	2018-19 Budget	2019-20 Budget	2020-21 Budget	2021-22 Forecast	2022-23 Forecast
Provincial education property tax	2446	2,455	<b>2,559</b>	2,652	2,766
Year-over-year % change		0.4%	<b>4.2%</b>	3.6%	4.3%
K-12 education expense	7,999	8,223	<b>8,322</b>	8,247	8,247
Year-over-year % change		2.8%	<b>1.2%</b>	-0.9%	0.0%

**Reconciling the 2019 education tax**

Due to the timing of the 2019 provincial election and the Budget 2019 release, municipalities were required to estimate their 2019 education property tax requisition.

If the actual requisition was greater than the amount estimated by the municipality, the municipality will need to recoup the difference by adding the amount to the 2020 provincial education property tax calculation.

Provincial education property tax mill rates per \$1,000 of equalized assessment

Year	Residential/ farmland	Non-residential
2019	\$2.56	\$3.76
2020	\$2.64	\$3.88

If the actual requisition was less than the amount estimated by the municipality, the municipality should reduce the amount of education tax collected from property owners in 2020 by the difference.

**Grants in Place of Taxes (GIPOT)**

As announced in Budget 2019, the province has looked to lower expenditures by reducing funding to municipalities through the Grants in Place of Property Taxes (GIPOT) program. GIPOT is designed to compensate municipalities for the costs to provide services to provincial properties that are exempt from taxation. The province's decision results in a download of costs onto local property taxpayers, which is particularly problematic for property owners in communities where a high number of provincial buildings are located.

Budget 2020 reduces GIPOT by \$14.4 million to \$30.2 million in 2020-21. The 32.2% reduction is applied on top of the unexpected 24% reduction in 2019-20. Looking ahead, Alberta Municipal Affairs plans to maintain GIPOT at \$30 million per year for the next three years.

## Good to Know: An Overview of Budget 2020's Fiscal Plan

As per the government's election promises, Budget 2020 outlines a plan to balance Alberta's budget by 2022-23. By holding spending on health, education, and social services, and reducing costs in other ministries, Budget 2020 proposes that the province will post a surplus within three years. That surplus is dependent on holding expenditures at \$56 billion per year and generating an additional \$7 billion in revenue, primarily sourced from personal income tax and resource revenue.

### Government of Alberta: Statement of Operations<sup>3</sup>

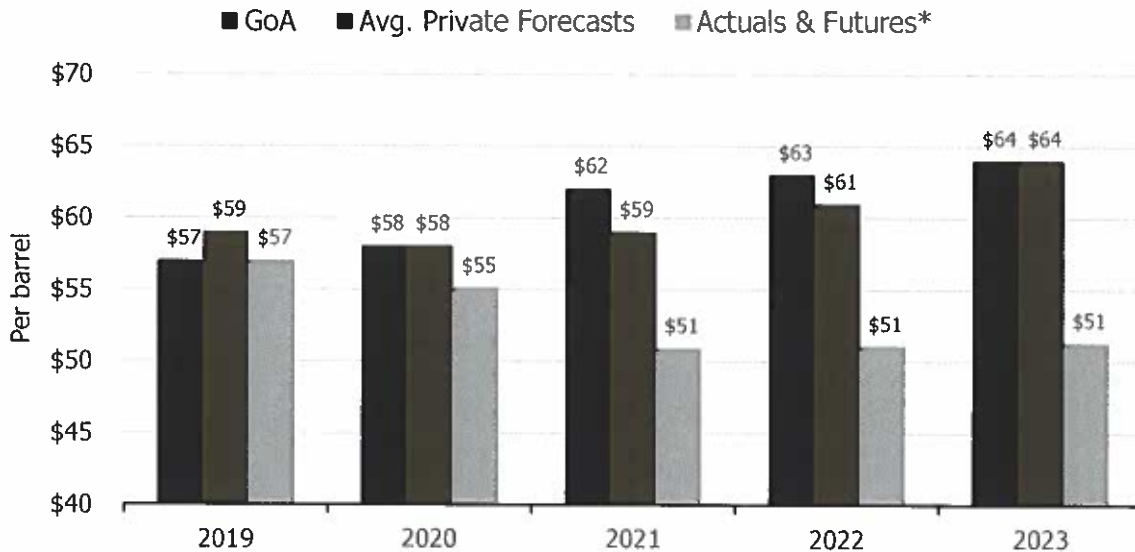
(\$ millions)	2019-20 Estimate	2020-21 Budget	2021-22 Forecast	2022-23 Forecast
<b>Revenue</b>				
Personal income tax	11,819	<b>12,566</b>	13,426	14,315
Corporate income tax	4,245	<b>4,539</b>	4,985	5,360
Other tax revenue	5,762	<b>5,782</b>	5,969	6,189
Resource revenue	6,671	<b>5,090</b>	6,705	8,536
Investment income	3,525	<b>2,630</b>	2,889	3,070
Premiums, fees, and licenses	3,947	<b>4,194</b>	4,299	4,407
Other own-source revenue	5,925	<b>6,068</b>	6,230	6,400
Federal transfers	9,054	<b>9,110</b>	9,533	9,784
<b>Total revenue</b>	<b>50,948</b>	<b>49,979</b>	54,036	58,061
<b>Expense by function</b>				
Health	22,408	<b>22,268</b>	22,230	22,260
Basic/advanced education	14,971	<b>14,731</b>	14,570	14,462
Social services	6,203	<b>6,211</b>	6,220	6,241
Other program expenses	13,138	<b>11,489</b>	11,295	11,244
<b>Total program expense</b>	<b>56,720</b>	<b>54,699</b>	54,315	54,207
Debt servicing costs	2,078	<b>2,505</b>	2,780	2,970
Pension Provisions	(310)	<b>(415)</b>	(354)	(272)
<b>Total Expense</b>	<b>58,488</b>	<b>56,789</b>	56,741	56,905
<b>Surplus / (Deficit)</b>	<b>(7,540)</b>	<b>(6,810)</b>	(2,705)	706

<sup>3</sup> Source: Government of Alberta 2020-23 Fiscal Plan, pg. 222

### Key Energy and Economic Assumptions

Fiscal Year Assumptions	2019-20 Estimate	2020-21 Forecast	2021-22 Forecast	2022-23 Forecast
<b>Crude Oil Prices</b>				
WTI (US\$/bbl)	58.00	<b>58.00</b>	62.00	63.00
Light-Heavy Differential (US\$/bbl)	14.70	<b>19.10</b>	20.60	16.40
WCS @ Hardisty (Cdn\$/bbl)	57.70	<b>51.20</b>	54.50	60.60
<b>Natural Gas Price<sup>b</sup></b>				
Alberta Reference Price (Cdn\$/GJ)	1.40	<b>1.70</b>	1.80	2.10
<b>Production</b>				
Conventional Crude Oil (000s barrels/day)	483	<b>488</b>	486	482
Raw Bitumen (000s barrels/day)	3,109	<b>3,249</b>	3,344	3,417
Natural Gas (billions of cubic feet)	4,083	<b>4,144</b>	4,199	4,233
<b>Interest rates</b>				
3-month Canada Treasury Bills (%)	1.70	<b>1.70</b>	1.70	1.70
10-year Canada Bonds (%)	1.50	<b>2.00</b>	2.20	2.20
Exchange Rate (US\$/Cdn\$)	75.5	<b>76.5</b>	77.0	77.5

### Oil Price Benchmark<sup>4</sup>

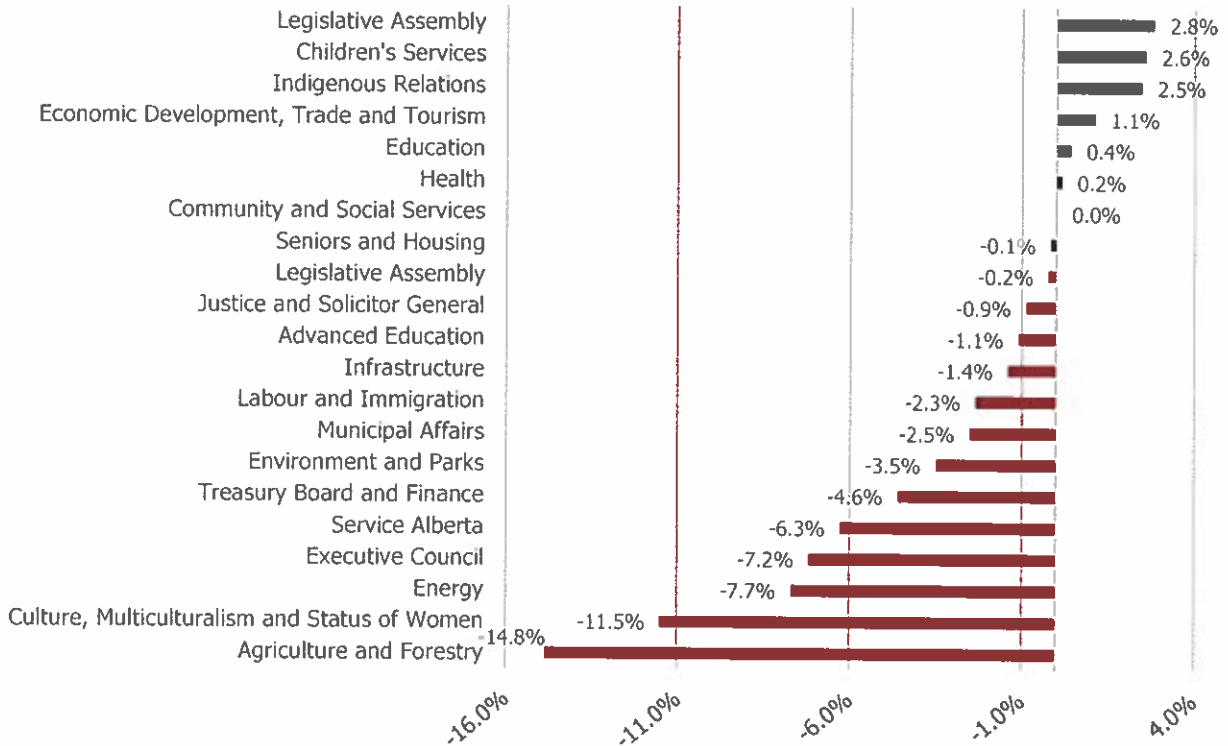


<sup>4</sup> 2019 Actuals, 2020 calculated using average YTD price (as of February 24, 2020). Futures are standardized financial contracts that have a value based on an underlying energy product, such as oil, natural gas, or electricity. Investors, speculators, and hedgers trade energy futures on exchanges such as the New York Mercantile Exchange (NYMEX) and the Intercontinental Exchange (ICE).

**Expenditure trends by department<sup>5</sup>**

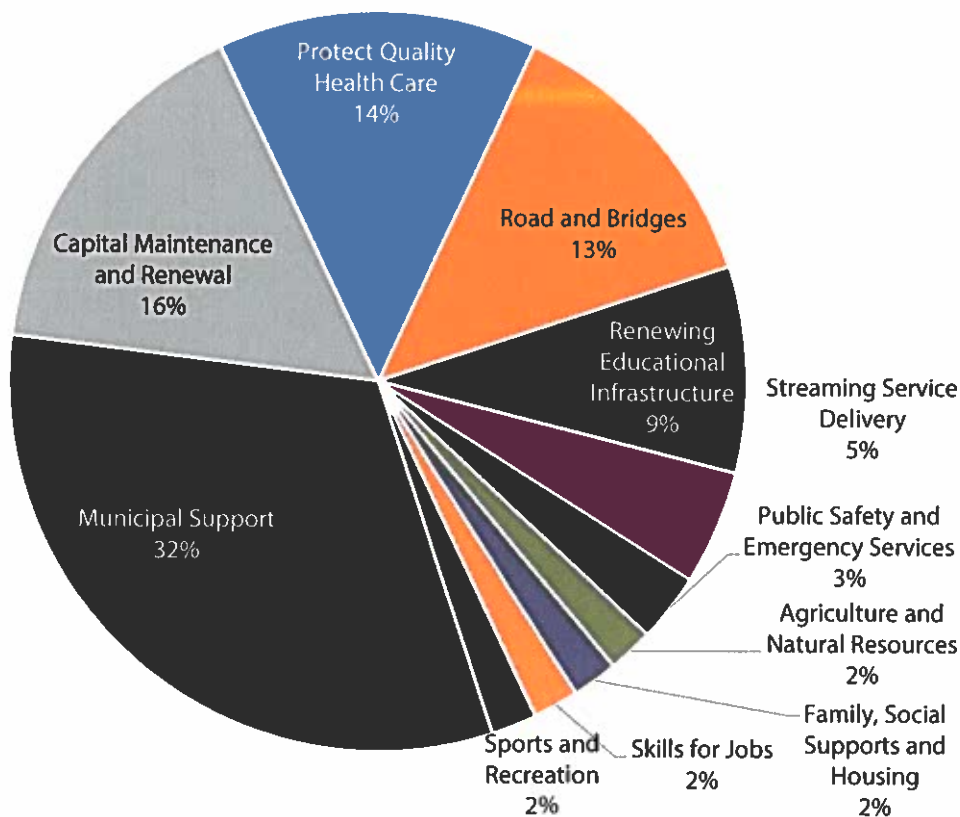
To achieve its financial targets, the province is reducing spending across most departments while keeping expenditures flat for the Ministry of Health and Ministry of Education. The following graph shows the average budgeted and forecasted change in expenditures by ministry between 2019-20 and 2022-23. The average reduction of 2.5% for Municipal Affairs is primarily attributed to this year's reduction in the federal government's Gas Tax Fund and a \$50 million reduction in spending for the Alberta Emergency Management Agency. AUMA is seeking information on this reduction.

**4-year average change in expenditures  
(budgeted figures 2019-2022)**



<sup>5</sup> Source: Calculations using budgeted figures from the Government of Alberta's Fiscal Plans for 2019 and 2020

### 2020 Capital Plan – Spending by Category<sup>6</sup>



### Notable funding to community entities

Funding for Community Entities (\$ millions)	2019-20 Budget	2020-21 Budget	% Change	Note
Community Facility Enhancement Program	25.0	<b>25.0</b>	-	1
Community Initiatives Program	23.6	<b>19.7</b>	-16.5%	
Library Services – Operating	37.1	<b>37.1</b>	-	
Legal Aid	101.8	<b>94.3</b>	-7.4%	
Agricultural Service Boards	11.7	<b>8.5</b>	-27.4%	
Agricultural Societies and Exhibition Grants	11.5	<b>11.5</b>	-	
	<b>210.7</b>	<b>196.1</b>	-6.9%	

**Note**

1. The Community Facility Enhancement Program is forecasted to remain at \$25 million per year the next three years. Prior to Budget 2019, the program was forecasted to be \$38 million per year.

<sup>6</sup> Source: Government of Alberta 2020-23 Fiscal Plan, page 150.

## Ministry Highlights

### **Advanced Education**

Budget 2020 implements the expected 6% funding cuts to post-secondary institutions, as well as the new, performance-based funding framework. Tuition fees are projected to increase by \$290 million from 2019 to 2023, an average of 6.9%. Student aid grants and scholarships are frozen at current levels (\$47 million and \$54 million, respectively). There is no new funding for capital projects, but Budget 2020 restores the \$119 million in infrastructure maintenance funding that was cut in Budget 2019.

### **Agriculture and Forestry**

Budget 2020 maintains support to rural communities and businesses. \$18.8 million is maintained to support agricultural societies and youth development program like 4H.

### **Children's Services**

Budget 2020 decreases funding for childcare from the \$423.7 million budgeted in 2019-20 to \$394.0 million in 2020-21, a reduction of 7%. Funding for early intervention services for children and youth, which includes the new Family Resource Networks that are set to replace Parent Link Centres, also decreases from the \$108.4 million budgeted in 2019-20 to \$95.8 million in 2020-21, a reduction of nearly 12%.

The overall operating budget for the ministry will fall from \$1,417.6 million (budgeted) in 2019-20 to \$1,371.1 million in 2020-21, a 3.3% decrease.

### **Community and Social Services**

The 2020 budget for Community and Social Services includes several investments to support Albertans impacted by domestic and sexual violence and Albertans with disabilities:

- In 2020-21, the budget for Sexual Assault Services funding increases by \$1.2 million to a total of \$11.5 million.
- In 2020-21, \$600,000 is allocated to partner with Justice and Solicitor General to develop regulations and implement the Disclosure to Protect Against Domestic Violence (Clare's Law) Act.
- In 2020-21, \$500,000 is allocated to the Registered Disability Savings Plan (RDSP) Action Group to help Albertans open RDSPs.
- In 2020-21, \$5.0 million is allocated to build on successful partnerships supporting employment opportunities for Albertans with disabilities.

Family and Community Support Services funding is maintained at \$100 million annually. Funding for homeless and outreach support services decreases slightly from \$197.1 million in 2019-20 to \$195.9 million in 2020-21, a reduction of less than 1%. The overall ministry operating budget will rise from \$3,946.6 (budgeted) in 2019-20 to \$3,947 in 2020-21, an increase of less than 1%.

Notably, the ministry's business plan refers several times to partnering with civil society organizations and municipalities to provide Albertans with supports, and services. Funding arrangements for these partnerships are not described; however, the budget does commit \$7 million to a civil society fund to support "innovative cost-sharing programs delivered by community groups".



### **Culture, Multiculturalism, and Status of Women**

Budget 2020 maintains Community Facility Enhancement Program funding at \$25 million annually; however, the Community Initiatives Program funding is decreased from \$23.6 million (budgeted) in 2019-20 to \$19.7 million in 2020-21, a reduction of 16.5%.

The ministry's Business Plan does not specifically mention funding for historic resources. However, the Fiscal Plan Indicates that while the Historic Resources Fund has been closed, spending on the fund's purposes will not change (page 200).

The overall operating budget for the ministry will fall from \$271.5 million (budgeted) in 2019-20 to \$246.8 million in 2020-21, a 9.0% decrease.

### **Economic Development, Trade and Tourism**

Budget 2020 does not mention the role that Regional Economic Development Agencies (REDAs) or the Community and Regional Economic Support (CARES) program will play in furthering local economic development priorities for communities.

From 2020-23, the Alberta Film and Television and Tax Credit will provide \$97 million to attract medium and large film and television to Alberta in support of the province's cultural industries. The ministry will also implement an Investment and Growth Strategy, including \$75 million from 2020-2023 to cultivate investment opportunities.

The Alberta government intends to extend the 4% provincial tourism levy to short-term rentals such as Airbnb, with the exception for rentals where the purchase price is less than \$30/day.

Various agencies fall under the budget of Economic Development, Trade and Tourism. The Alberta Enterprise Corporation will receive \$1.85 million in 2020-21 to attract venture capital to Alberta, Alberta Innovates will provide \$184 million in grants and funding to develop and grow talent and emerging sectors while attracting investment to Alberta, and Travel Alberta will be provided with \$38 million in 2020-21 to market Alberta as a tourism destination.

### **Education**

Five months ago, the 2019 Capital Plan supported 25 school projects bringing the total number of schools in various phases of planning and construction to over 200 schools across the province.

The 2020 Capital Plan invests \$1.5 billion towards new schools and modernization projects across Albert. The plan supports the construction of nine previously announced new schools, as well as two new modernization school projects to help address building conditions.

Total operating expenses for K-12 education in Alberta is forecasted to be \$8.3 billion in 2020-21, up from \$8.2 billion in 2019-20. The \$121 million increase in funding will come from school boards' own-source revenue. Despite a predicted 2.2% increase in enrollment annually, the provincial contribution to K-12 education funding will remain flat over the next three years. Budget 2020 also reflects a new funding model that averages student numbers over three years, leading to a small increase in funding for accredited private schools, up \$3 million from last year to \$177 million in Budget 2020. Capital investment in school facilities is up 13.7%, from the 739 million budgeted in 2019-20 to \$840.4 million in 2020-21. However, this funding will decline to \$577.7 million by 2022-23.

### **Energy**

In Budget 2020, Energy will consider increasing the original loan of \$235 million to the Orphan Well Association by an additional \$100 million to address the growing number of orphaned wells in Alberta. Energy will also look at extending the term of the loan repayment period, which was originally set at 10 years in 2017, to further accommodate the clean-up of orphaned oil and gas wells.

### **Environment and Parks**

In Budget 2020, \$10.2 million is allocated to support regional and sub-regional land-use planning. To make sure Alberta is free from zebra and quagga mussels, \$1.8 million is committed to the Aquatic Invasive Species Inspection Program. The money will fund watercraft inspection stations on major highways entering the province, develop early detection plans, and support awareness of aquatic invasive species. \$39.8 million is allocated to caribou recovery planning. This work is supported by the three Caribou Sub-Regional Task Forces partnering with businesses, municipalities, and community stakeholders ensuring a balanced approach in the development of a caribou recovery plan. \$6 million is allocated to the Wetland Restoration Program to enable the Government of Alberta to collect wetland replacement fees and expend them on wetland restoration projects in priority areas. The ministry's business plan indicates the ministry plans to continue its red tape reduction initiative and modernization of legislation and regulations in 2020.

### **Health**

Health recently announced a new physician funding framework to be implemented starting March 31, 2020. \$5.4 billion is budgeted in 2020-21 for physician compensation and development programs, and this budget will be maintained over the following two years. However, one of the most concerning aspects of the new funding framework is the changes to complex modifiers that apply when doctors spend more time with patients with complex medical needs. The amount of time that doctors will need to spend with a patient to bill for a complex visit will increase from 14 minutes to 25 minutes over a phase-in period of two years. This change in physician compensation may encourage doctors to see more patients faster in order to bill more and may further discourage doctors from working in settings where patients numbers are lower, such as rural and smaller communities, or where more patients have complex medical issues.

Health will continue to invest in Primary Care Networks. Health is budgeting \$243 million in 2020-21 in PCNs to support delivery of team-based primary care. Included in the 2020-21 PCN funding is \$3 million to increase the number of Nurse Practitioners working in PCNs and expand care options for Albertans, particularly in rural/remote areas, and on reserve or settlement.

### **Indigenous Relations**

The Alberta Indigenous Opportunities Corporation will work toward Indigenous groups' ownership in major resource projects. There is also \$9.8 million allocated to the Litigation Fund, which is intended to support Indigenous voices in legal actions that affect responsible resource development in Alberta.

### **Infrastructure**

Infrastructure intends to pass the Alberta Infrastructure Act, which aims to strengthen transparency and predictability around government capital funding decisions and release a 20-year Strategic Capital Plan to ensure Alberta has a long-term view to meet infrastructure needs. Spending on facilities in Alberta in 2020-21 will include \$596 million for health facilities, \$616 million for school facilities, \$75 million for government facilities, and \$23 million in planning, design, and implementation for these capital infrastructure projects.

### **Justice and Solicitor General**

The 2020 budget for Justice and Solicitor General includes the following investments to help address rural crime and alleviate pressures in the justice system:

- The creation of a Rural Alberta Provincial Integrated Defence Force (the RAPID Force) by expanding the roles and authorities of 400 peace officers in the Fish and Wildlife Enforcement Branch, Commercial Vehicle Enforcement Branch and the traffic arm of the Alberta Sheriffs, with a budget of up to \$10 million annually.
- \$40 million in funding for Alberta Law Enforcement Response Teams in 2020-21.
- An investment of up to \$5 million annually starting in 2020-21 to expand Drug Treatment Court capacity in Edmonton and Calgary and engage medium-sized communities to identify new sites for Drug Treatment Court services.

Victims of Crime funding will rise from \$43.4 million in 2019-20 to \$60.9 million in 2020-21, which represents a 40.3% increase. The hiring of 50 new Crown prosecutors and support staff continues; once complete, this will be an investment of approximately \$10 million annually. Funding for Rural Crime Reduction Units is maintained and the budget for policing assistance to municipalities is increasing by \$1 million from 2019-20 to 2021. However, AUMA is seeking clarification on whether this increase represents new funding for Municipal Police Assistance and Police Officer Grants, or simply reflects changes in growth and demand.

### **Labour and Immigration**

Budget 2020 commits \$9.0 million to fund newcomer settlement and integration programs. \$11.4 million is allocated in Budget 2020 to support labour mobility programs, including the International Qualification Assessment Service, Foreign Qualification Recognition, and the Fair Registration Practice Office. The office's mandate is to reduce red tape associated with the assessment of qualification, and ensure that registration practices to regulated occupations and trades are transparent, objective, fair, and impartial.

The ministry's business plan highlights its commitment to achieve a one-third reduction in Labour and Immigration regulatory requirements and the implementation of the Alberta Advantage Immigration Strategy focusing on attracting and supporting newcomers to communities across Alberta.

### **Municipal Affairs**

The Ministry of Municipal Affairs' operational spending is anticipated to decrease by 5% in 2020-2021, which is attributed to the reduction in the Grants in Place of Taxes program.

The 2020-23 Municipal Affairs Business Plan confirms the following as continuing objectives:

- Strengthening regional planning and service delivery through regional governance mechanisms, such as intermunicipal collaboration frameworks and growth management boards;
- Strengthening municipal accountability and transparency through the Municipal Accountability Program, the municipal inspection process, and the annual Alberta Municipalities Measurement Index;
- Working collaboratively with municipalities and municipal associations in continuing to promote effective municipal asset management practices;

- Providing funding to municipalities to help them meet their strategic long-term infrastructure needs, and implementing the new Local Government Fiscal Framework for municipal capital funding;
- Continuing to provide operating grants to library boards and to invest in the province-wide library network;
- Streamlining regulatory requirements in municipal legislation and regulation that are hampering administrative efficiencies for municipalities, including a review of the regulations governing regional services commissions;
- Completing the transition to the centralized model for designated industrial property assessment; and
- Developing a new assessment model for wells, pipelines, and machinery and equipment for implementation in the 2021 tax year in order to modernize the regulated assessment system.

The ministry's Business Plan also identifies several new objectives, including:

- Working collaboratively with municipalities and municipal associations to develop strategies to address unpaid linear property taxes;
- Working with and supporting communities in implementing recent changes to the emergency management legislative framework to improve emergency preparedness at the community-level;
- Improving community and individual-level disaster resilience by providing select on-line and in-person emergency management training to municipalities and through public awareness Campaigns; and
- Providing certification training and support to municipal Assessment Review Boards.

### **Seniors and Housing**

Budget 2020 maintains or reduces operational funding for the following programs:

- \$51.3 million is allocated to Family Community Housing in 2020-21, compared to \$50.1 million in 2019-20 (increase of 2.4%).
- \$49.3 million is allocated for Seniors Community Housing in 2020-21, the same amount as in 2019-20.
- \$56.8 million is allocated for Rental Assistance funding 2020-21, compared to \$67.5 million in 2019-20 (decrease of 16.0%).
- \$15.5 million will be allocated for Specialized Housing in 2020-21, the same amount as in 2019-20.

Notably, the 2020-23 capital plan shows significant reductions to provincial investment in affordable housing over next three years, with total capital funding falling from \$215.7 million in 2020-21 to \$123.1 million in 2021-22 and \$77.9 million in 2022-23, which represents a reduction of 63.9% over two years.

(\$ millions)	2019-20 Budget	2020-21 Budget	2021-22 Forecast	2022-23 Forecast
Family and Community Housing Development and Renewal	30	35	6	-
Indigenous Housing Capital	5	12	10	10
New Affordable and Specialized Housing	14	23	29	16
Seniors' Housing Development and Renewal	63	93	61	31

### **Service Alberta**

Service Alberta plans to review the *Mobile Home Sites Tenancies Act* with a goal of better understanding the issues experienced in mobile home communities, with \$110,000 is allocated to this initiative. \$90,000 is allocated to support the introduction of prompt payment legislation that will streamline adjudication and dispute resolution processes for contractors, speeding up payments in Alberta's construction and other industries. Although no funding is provided, Service Alberta wants to collaborate with businesses and partners to develop a framework to support widespread access to high-speed broadband.

### **Transportation**

In addition to the grants for municipalities included in the previous section, the ministry is responsible for several other transportation investments. Targets for investment in roads and bridges are outlined in the following chart:

#### **Investments in Key Roads and Bridges**

(\$ millions)	2019-20 Budget	2020-21 Budget
Capital Investments	673	862
Capital Maintenance and Renewal	387	411

Budget 2020 invests significantly in roads and bridges, with increases in both capital projects and maintenance compared to 2019. Highlighted projects include ring road upgrades in Edmonton and Calgary, Highway 19, and the Peace River Bridge. Spending on roads and bridges will account for 13% of provincial capital investment over the next three years.

### **Treasury Board and Finance**

The province's Fiscal Plan notes that while the Lottery Fund has been closed, spending on the fund's purpose will not change.

## Next Steps

AUMA will continue to advocate for a provincial partnership focused on building a strong Alberta. Our advocacy efforts will focus on key priorities, including but not limited to, advocating for:

- A Local Government Fiscal Framework (LGFF) that includes an adequate base amount, a growth factor that keeps pace with provincial revenue, and an equitable allocation formula.
- Municipal input on the distribution of police resources related to the new police funding model.
- A fair cannabis assessment and revenue model that recognizes the essential community services that municipalities provide.
- Municipal input on the province's 20-year capital plan to leverage and coordinate investments to maximize benefits for Albertans and our economy.
- Greater restraint in the province's education property tax requisition.
- Investment in affordable housing.
- Investment in the broadband internet required to power Alberta's move to the modern economy. Reliable broadband connections enable economic development in communities across Alberta. Without it, communities can't attract skilled workers and risk falling farther away from sharing in the Alberta advantage.

We will reach out to the province to seek clarity and further details on funding for essential programs Albertans rely on such as the Municipal Police Assistance and Police Officer Grants, which were anticipated to be consolidated.

AUMA and our members remain committed to building a partnership with the province that gets Alberta back to work, improves the lives of all Albertans, and stands up for Alberta.