

**AGENDA FOR THE REGULAR MEETING OF
THE COUNCIL OF THE TOWN OF ONOWAY
HELD ON THURSDAY, AUGUST 6, 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

Pg 1-5 3. ADOPTION OF MINUTES – July 16, 2020 Regular Council Meeting

4. APPOINTMENTS/PUBLIC HEARINGS – n/a

5. FINANCIAL REPORTS – n/a

6. POLICIES & BYLAWS – Bylaw 776-20 – Municipal Development Plan

Pg 6-31
Pg 33-88 a) This Bylaw is before Council for first reading this date. The Plan requires a public hearing to be scheduled prior to Council's adoption of the Bylaw. Administration has also attached Bylaw 686-09, the Municipal Development Plan, passed in December of 2009 that will be rescinded once 3rd reading has taken place. *(for first reading of Bylaw 776-20 at meeting time and scheduling of a public hearing)*

7. ACTION ITEMS

- a) Coronavirus Preparation/Update – Standing item – Verbal update at meeting time. *(for discussion and direction of Council at meeting time)*
- b) Tendering of Contracts for the Town of Onoway – Councillor Johnson to provide further information at meeting time. *(for discussion and direction of Council at meeting time)*
- c) Lac Ste. Anne Foundation – Planning Grant Application – please refer to the July 29, 2020 email from Dena Krysik, Chief Administrative Officer of the Foundation, requesting a letter of support from the Town for their application to the Federation of Canadian Municipalities Green Municipal Fund's (GMF) Sustainable Affordable Housing Fund for a Planning Grant. A draft letter of support from CAO Wildman dated August 6, is attached for Council's review/comments. *(for discussion and direction of Council at meeting time)*
- d) Municipal Stimulus Program – Memorandum of Agreement between the Minister of Municipal Affairs and the Town of Onoway. The Program's objectives are to sustain and create local jobs and reduce municipal red-tape to promote private sector investment. The Program Guidelines and Objectives are also part of this package. *(to approve and authorize execution of the Memorandum of Agreement)*
- e) Criminal Code Amendment – Firearms – please refer to the July 7, 2020 letter from Craig Copeland, Mayor, City of Cold Lake, to Honourable Bill Blair, Federal Minister of Public Safety and Emergency Preparedness regarding Cold Lake's concerns about the Government of Canada's recent amendments to the Criminal Code regarding firearms. The letter urges the Federal Government to withdraw the amendments and use other methods to focus on enforcement rather than buying back legally purchased firearms. *(for discussion and direction of Council at meeting time)*
- f) Provincial Assessment Model Review – please refer to the attached July 30, 2020 emailed letter from Reeve Joe Blakeman, outlining concerns that the County has with the proposal from the Government of Alberta for reducing the collection of taxation amounts for oil and gas properties in 2021. *(for discussion and direction of Council at meeting time)*

Pg 89-91

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- g) Recreation Communities Town Hall Meeting – please refer to the July 22, 2020 email from the Alberta Urban Municipalities Association (AUMA) advising of a Town Hall meeting being held on Thursday, July 23, 2020 for updates from: Dr. Deena Hinshaw, Alberta Chief Medical Officer of Health; Alberta Government Departments of: Economic Development, Trade and Tourism; Environment and Parks and Justice and Solicitor General. *(to ratify the attendance of Council)*

h)

i)

j)

8. COUNCIL, COMMITTEE & STAFF REPORTS

- a) Mayor's Report
- b) Deputy Mayor's Report
- c) Councillor's Reports (x 3)
- d) CAO Report
 - CPO Services – fine revenue and reporting; unsightly enforcement; speeding at night
 - Ambulance in Ruth Cust Park update
 - Fire Services Meeting held July 17
 - Powerbill – town run energy services
- e) Public Works Report

9. INFORMATION ITEMS

- Pg 166-168 a) Lac Ste. Anne Foundation – July 17 Board meeting minutes
- Pg 169-171 b) Alberta Urban Municipalities Association (AUMA) Board of Directors – Fayrell Wheeler July 28, 2020 email advising that she will not be seeking re-election as Director, Towns West for a second term

Pg 172-174
c) AUMA Statement on Bill 29 – July 22, 2020 email and news release from Barry Morishita, President, outlining concerns regarding amendments the Province is making to the Local Authorities Election Amendment Act (LAEA) 2020

Pg 175-176
d) Regional Leaders Review Dual Call-Out Fire Services Model – July 20, 2020 news release from Lac Ste. Anne County and partnering agencies

Pg 177-183
e) Alberta Police Interim Advisory Board – July 17, 2020 letter from the AUMA that introduces the interim Board members and provides the Terms of Reference. Angela Duncan from Alberta Beach is on this Board.

Pg 184
f) Community Futures Yellowhead East (CFYE) – July 31, 2020 letter of support sent from CAO Wildman to Michelle Jones regarding their Covid-19 grant application

g)

h)

i)

10. CLOSED SESSION – Pursuant to Section 197(2) of the Municipal Government Act and Section 17 of the Freedom of Information and Protection of Privacy Act (FOIP)–Disclosure Harmful to Personal Privacy

11. ADJOURNMENT

12. UPCOMING EVENTS:

- August 11, 2020 – AUMA Summer Caucus 10:00 a.m.
- August 13, 2020 – EOEP Public Engagement 2:30 p.m.
- August 20, 2020 – Regular Council Meeting 9:30 a.m.
- August 20, 2020 – EOEP Public Engagement 2:30 p.m.
- August 27, 2020 – EOEP Public Engagement 2:30 p.m.
- September 3, 2020 – Regular Council Meeting 9:30 a.m.
- September 3, 2020 – EOEP Public Engagement 2:30 p.m.
- September 17, 2020 – Regular Council Meeting 9:30 a.m.
- September 23-25, 2020 – AUMA Convention Virtual

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JULY 16, 2020
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	PRESENT	Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson Councillor: Jeff Mickle Councillor: Pat St. Hilaire Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Public Works Manager Debbie Giroux, Recording Secretary
1.	CALL TO ORDER	Mayor Judy Tracy called the meeting to order at 9:30 a.m.
2.	AGENDA Motion #197/20	MOVED by Deputy Mayor Lynne Tonita that Council adopt the agenda of the regular Council meeting of Thursday, July 16, 2020 with the following additions: 7h) AUMA Convention – September 23-25, 2020 7i) Economic Development/Partnership Committee Representatives <p style="text-align: right;">CARRIED</p>
3.	MINUTES Motion #198/20	MOVED by Councillor Pat St. Hilaire that the minutes of the Thursday, July 2, 2020 regular Council meeting be adopted as presented. <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	n/a
5.	FINANCIAL REPORTS Motion #199/20	MOVED by Councillor Jeff Mickle that the June 30, 2020 Revenue and Expenses Report be adopted as presented. <p style="text-align: right;">CARRIED</p>
6.	POLICIES & BYLAWS	n/a
7.	ACTION ITEMS Motion #200/20	MOVED by Deputy Mayor Lynne Tonita that Council accept the discussion and updates on Covid-19 preparation for information, and that the Town continue to share information with Council and residents as necessary. <p style="text-align: right;">CARRIED</p>

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
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COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

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Motion #201/20	MOVED by Councillor Pat St. Hilaire that the information provided to the Town regarding the Federal Government's Universal Broadband Fund, from Dane Lloyd, Member of Parliament, be accepted for information. <p style="text-align: right;">CARRIED</p>
Motion #202/20	MOVED by Deputy Mayor Lynne Tonita that Council and Administration be authorized to attend the August 11, 2020 Darwell Lagoon Commission Phase A Waste Water Line Meeting being held at 7:00 p.m. at the Onoway Heritage Centre. <p style="text-align: right;">CARRIED</p>
Motion #203/20	MOVED by Deputy Mayor Lynne Tonita that the Town provide a \$500.00 financial contribution and a \$250.00 in-kind contribution to Community Futures Yellowhead East (CFYE). This funding is for a Labour Market Partnership Grant to provide labour market and workforce information from businesses within our region that have been affected by Covid-19 and includes a mental health component. Information about this to be put on the Town of Onoway's website and facebook page. <p style="text-align: right;">CARRIED</p>
Motion #204/20	MOVED by Councillor Lisa Johnson that the information provided from the Alberta Urban Municipalities Association (AUMA) regarding an Elected Officials Education Program (EOEP) course on Municipal Corporate Planning and Finance be accepted for information. <p style="text-align: right;">CARRIED</p>
Motion #205/20	MOVED by Councillor Pat St. Hilaire that Council and Administration be authorized to attend the AUMA Summer Municipal Leaders' Caucus in-person and virtually on Tuesday, August 11, 2020. <p style="text-align: right;">CARRIED</p>
Motion #206/20	MOVED by Deputy Mayor Lynne Tonita that the Town promote the Women Building Futures (WBF) Program by putting their Annual Report on the Town's website. <p style="text-align: right;">CARRIED</p>
Motion #207/20	MOVED by Councillor Lisa Johnson that Council and Administration be authorized to attend the AUMA Convention being held in Calgary from September 23-25, 2020. <p style="text-align: right;">CARRIED</p>

TOWN OF ONOWAY
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COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

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	<p style="text-align: center;">Motion #208/20</p>	<p>MOVED by Councillor Pat St. Hilaire that Lisa Johnson be appointed as the Town's representative, along with Deputy Mayor Lynne Tonita, on the Economic Development/Partnership Committee and Mayor Tracy be the alternate representative.</p> <p style="text-align: right;">CARRIED</p>
<p style="text-align: center;">8.</p>	<p style="text-align: center;">COUNCIL, COMMITTEE & STAFF REPORTS Motion #209/20</p>	<p>MOVED by Councillor Jeff Mickle that Administration advise the Town resident who expressed concerns about walking path noise that, at this time, Council is not prepared to construct a privacy fence or any type of noise barrier. In future, Council could look at creating a neighbourhood levy/improvement tax to cover the costs of a noise barrier.</p> <p style="text-align: right;">CARRIED</p> <p>Council deferred the rest of the reports and moved into Closed Session.</p>
<p style="text-align: center;">10.</p>	<p style="text-align: center;">CLOSED SESSION Motion #210/20</p> <p style="text-align: center;">Motion #211/20</p>	<p>MOVED by Deputy Mayor Lynne Tonita 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 11:25 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;">CARRIED</p> <p>Council recessed from 11:25 a.m. to 11:30 a.m.</p> <p>CLOSED SESSION:</p> <p>The following individuals were present for the Closed Session: Mayor Judy Tracy Deputy Mayor Lynne Tonita Councillor Lisa Johnson Councillor Jeff Mickle Councillor Pat St. Hilaire Chief Administrative Officer Wendy Wildman Public Works Manager Jason Madge Recording Secretary Debbie Giroux</p> <p>MOVED by Councillor Pat St. Hilaire that Council move out of Closed Session at 11:50 a.m.</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 11:50 a.m. to 11:55 a.m. The meeting reconvened at 11:55 a.m.</p>

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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JULY 16, 2020
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	Motion #212/20	<p>MOVED by Councillor Pat St. Hilaire that the Town, along with four Summer Villages, combine to provide a financial recruitment incentive to the new physician as recommended by the Onoway Regional Medical Clinic Committee, subject to the doctor signing a 5 year contract with the Onoway Regional Medical Clinic and starting employment in the next short while.</p> <p style="text-align: right;">CARRIED</p> <p>Councillor Jeff Mickle left the meeting at 12:00 p.m.</p>																		
8.	<p>COUNCIL, COMMITTEE & STAFF REPORTS</p> <p>Motion #213/20</p> <p>Motion #214/20</p>	<p>MOVED by Councillor Pat St. Hilaire that the Town of Onoway continue on with the Beautification Committee's Best Yard of the Year Awards over the summer.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lynne Tonita that the verbal Council reports and the written and verbal reports from the Chief Administrative Officer and Public Works Manager be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>																		
9.	<p>INFORMATION ITEMS</p> <p>Motion #215/20</p>	<p>MOVED by Councillor Pat St. Hilaire that Council accept the following items for information as presented:</p> <p>a) SANG Golf Tournament Alternative – July 7, 2020 email from Ste. Anne Gas advising that \$80,000.00 has been raised.</p> <p>b) AUMA Board of Directors – Call for nominations – June 26, 2020 document requesting nominations by Thursday, September 17, 2020 deadline and that the elections will take place on September 24, 2020 during the AUMA Annual Convention. Note there is one vacancy for Director, Towns West for a two year term and Vice President, Towns for a one year term.</p> <p style="text-align: right;">CARRIED</p>																		
11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:10 p.m.																		
12.	UPCOMING EVENTS	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">August 6, 2020</td> <td style="width: 40%;">Regular Council Meeting</td> <td style="width: 30%;">9:30 a.m.</td> </tr> <tr> <td>August 11, 2020</td> <td>AUMA Summer Caucus (Virtual)</td> <td></td> </tr> <tr> <td>August 13, 2020</td> <td>EOEP – Public Engagement</td> <td>2:30 p.m.</td> </tr> <tr> <td>August 20, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>August 20, 2020</td> <td>EOEP Public Engagement</td> <td>2:30 p.m.</td> </tr> <tr> <td>August 27, 2020</td> <td>EOEP Public Engagement</td> <td>2:30 p.m.</td> </tr> </table>	August 6, 2020	Regular Council Meeting	9:30 a.m.	August 11, 2020	AUMA Summer Caucus (Virtual)		August 13, 2020	EOEP – Public Engagement	2:30 p.m.	August 20, 2020	Regular Council Meeting	9:30 a.m.	August 20, 2020	EOEP Public Engagement	2:30 p.m.	August 27, 2020	EOEP Public Engagement	2:30 p.m.
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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JULY 16, 2020
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

		September 3, 2020	Regular Council Meeting	9:30 a.m.
		September 3, 2020	EOEP Public Engagement	2:30 p.m.
		September 17, 2020	Regular Council Meeting	9:30 a.m.
		September 23-25, 2020	AUMA Convention	Calgary

Mayor Judy Tracy

Debbie Giroux
Recording Secretary

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**BEING A BYLAW OF THE TOWN OF ONOWAY TO ADOPT A MUNICIPAL
DEVELOPMENT PLAN FOR THE MUNICIPALITY**

WHEREAS the Municipal Government Act, as amended from time to time, requires each municipality to adopt a Municipal Development Plan; and

WHEREAS Section 632(1) of the Municipal Government Act requires that the Municipal Development Plan be adopted by bylaw and Section 632 (3) of the Municipal Government Act establishes the requirements of what must be contained within the Municipal Development Plan; and

WHEREAS the Municipal Development Plan has been advertised by the Town of Onoway in accordance with Section 606 of the Municipal Government Act, and the required Public Hearing has been held in accordance with Section 230 of the Municipal Government Act;

NOW THEREFORE Council for the Town of Onoway, duly assembled, enacts the following:

1. TITLE

1.1 THAT this bylaw may be cited as the "Municipal Development Plan Bylaw."

2. ADOPTION

2.1 THAT this bylaw, including the Town of Onoway Municipal Development Plan that is hereto attached and forms part of this bylaw, is adopted.

3. SEVERABILITY

3.1 THAT each provision of this Bylaw is independent of all other provisions. If any provision of the Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable

4. COMING INTO FORCE

4.1 THAT Bylaw shall come into effect upon the third and final reading and signing of this Bylaw.

5. REPEALS

5.1 THAT Bylaw 686-09, being a previous version of a Municipal Development Plan for the Town of Onoway, duly enacted, is hereby repealed.

Municipal Government Act RSA 2000 Chapter M-26
Part 17, Section 632

READ A FIRST TIME this 6th day of August, A.D., 2020.

Mayor Judy Tracy

Chief Administrative Officer, Wendy Wildman

READ A SECOND TIME this ____ day of _____, A.D., 2020.

READ A THIRD TIME this ____ day of _____, A.D., 2020.

Mayor Judy Tracy

Chief Administrative Officer, Wendy Wildman

7

Town of Onoway

Municipal Development Plan



FINAL DRAFT
FOR COUNCIL
CONSIDERATION
April 2020



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This Section outlines the vision and objectives of the MDP and the engagement that formed them.

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This Section outlines local infrastructure policies.

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SECTION ONE

Welcome

1

This Section introduces the community, economy and demographics which underpin policies within the MDP.

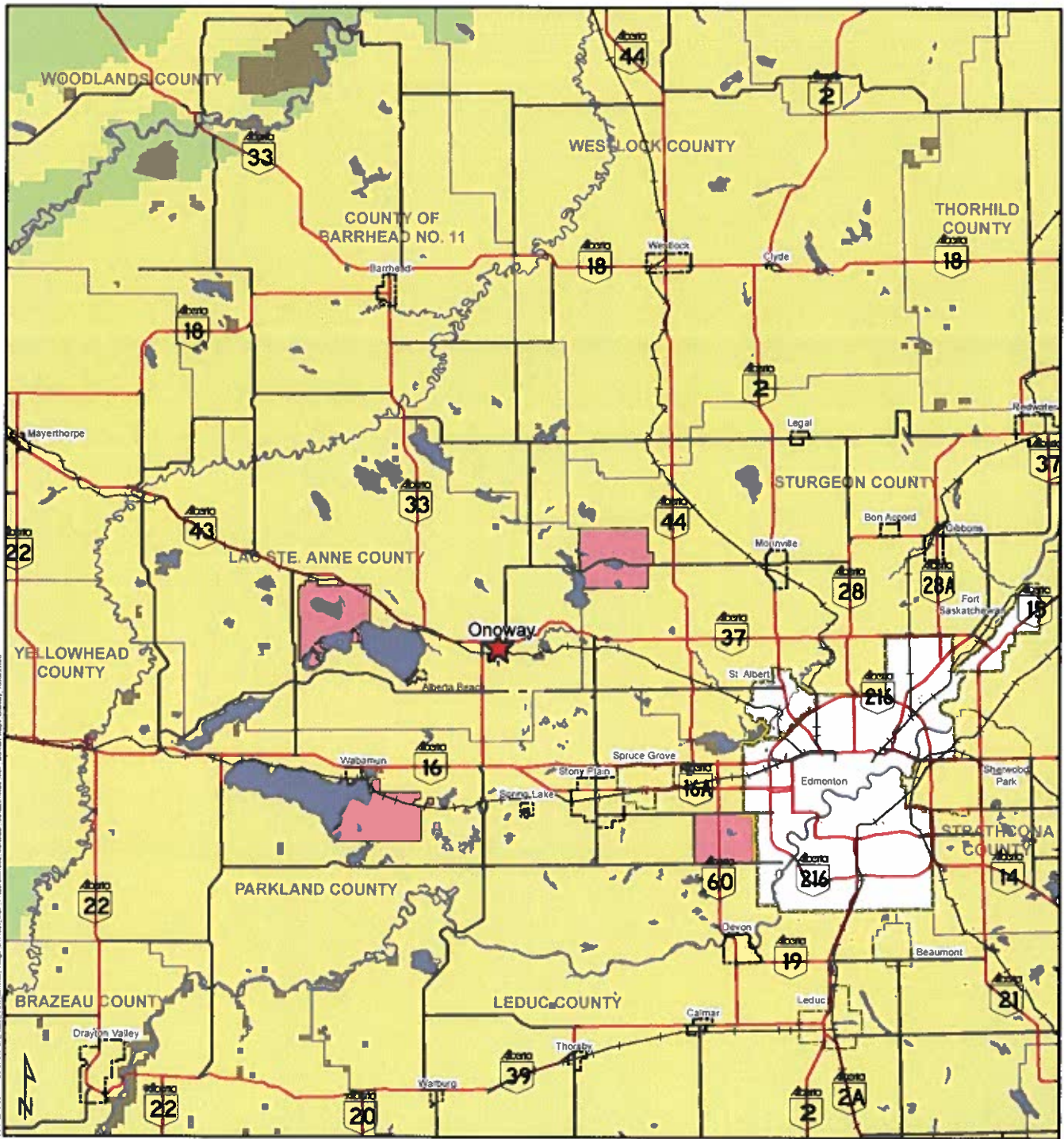
1-1 OUR COMMUNITY

Situated in the scenic Sturgeon River valley, the Town of Onoway offers a small-town country lifestyle combined with a level of local services normally available only in larger communities along with easy access to major urban centers.

Onoway became a village in 1923, with a population of 100 people living in 25 occupied dwellings. Onoway's development potential was further enhanced in 1956 when Northwestern Utilities installed a natural gas system, and again in 1962 when community water and sewage systems replaced the private wells and septic fields. The Village continued to be a service and economic centre for the surrounding population and communities. As a result, its growth tended to reflect the good and hard economic times of the province of Alberta. On September 1, 2005, Onoway became a Town.

Onoway is located just 40 minutes west of Edmonton at the junction of Highways 37 and 43 allowing residents easy access to the greater Edmonton Metropolitan Region, as shown on Figure 1. This characteristic allows people to live in Onoway and enjoy the country lifestyle while working elsewhere. Together, Onoway's rail and road systems ensure its viability, and the Town remains an important service centre for the wider community.





ISL Engineering
and Land Services

- Highway, 1-216 Series
- Highway, 500-986 Series
- Railway
- Lake/Major River
- Provincial Protected Area
- Provincial Green Area
- ★ Onoway
- City
- Urban Service Area
- Town
- Village
- Indian Reserve
- Rural Municipality

**ONOWAY
MUNICIPAL
DEVELOPMENT
PLAN**



**FIGURE 1:
CONTEXT MAP**

1:750,000
NAD 1983 10TM CM115



112

1-2 LOCAL ECONOMY

To be corrected

Onoway's economy is rooted in agriculture with a large industrial base for the size of the community that includes agricultural and oilfield services, manufacturing and fabricating, construction and environmental management.

Onoway's location at the junction of Highways 37 and 43 led to the Town identifying itself as "Hub of the Highways." Highway 43 runs through northwest Alberta and is part of the international CANAMEX Trade Corridor that stretches from Fairbanks Alaska south to Mexico City.

Onoway is within the Edmonton Metropolitan Region commuter radius and overall, the greater connectivity of Onoway with Stony Plain, Spruce Grove, St. Albert and Edmonton is a positive characteristic of the Town. Residents have more options for work and recreation, and businesses have a greater potential market.

People who work in the Region are attracted to live in Onoway because of lower housing costs and a more rural lifestyle. Furthermore, the proximity to highways and railway, combined with serviced, comparatively inexpensive industrial land, is appealing for business development and local growth.

Onoway also benefits from a local trading area of more than 16,000 with a large number of country residential subdivisions and summer villages in the area supporting its retail businesses and professional services.



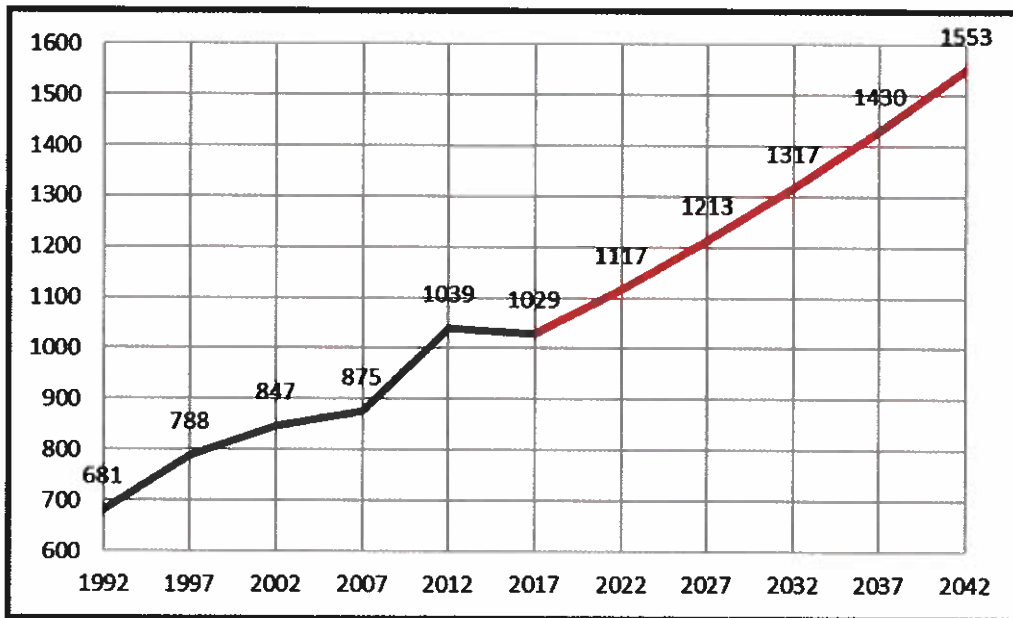
1-3 DEMOGRAPHICS

Since its incorporation as a Village in 1923, Onoway has experienced population growth throughout most of its history. It has more than doubled its population since 1976, reaching 1,039 residents in 2012, appearing to level off at 1,029 in 2017, as shown on Figure 2.

Using Onoway's Average Annual Growth Rate of 1.66% and projecting it out would result in an increase from 1,029 residents in 2017 to 1,553 residents in 2042.

Policies within this Municipal Development Plan (MDP) have been developed to reflect this potential growth. This pertains to the development polices in the plan, as they relate to residential, commercial and industrial growth and local amenities the infrastructure policies needed to support such growth, and the governance policies that are designed to support Town operations.

Figure 2 – Population Growth in Onoway



Source: Alberta Municipal Affairs.



SECTION TWO

Planning Framework

2

This Section introduces the purpose, scope and interpretation of the MDP.

2-1 PURPOSE & SCOPE

A MDP is a statutory document required by the Province of Alberta and adopted pursuant to the Municipal Government Act (MGA), they articulate a vision for the future of a municipality, along with goals and policies designed to bring that vision to fruition. MDPs are prepared and adopted in accordance with the requirements of Section 632 of the MGA, which provides the parameters on content:

632(3) A municipal development plan

(a) must address

- (i) the future land use within the municipality,*
- (ii) the manner of and the proposals for future development in the municipality,*
- (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,*
- (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, and*
- (v) the provision of municipal services and facilities either generally or specifically,*

(b) may address

- (i) proposals for the financing and programming of municipal infrastructure,*
- (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,*
- (iii) environmental matters within the municipality,*
- (iv) the financial resources of the municipality,*
- (v) the economic development of the municipality, and*
- (vi) any other matter relating to the physical, social or economic development of the municipality,*

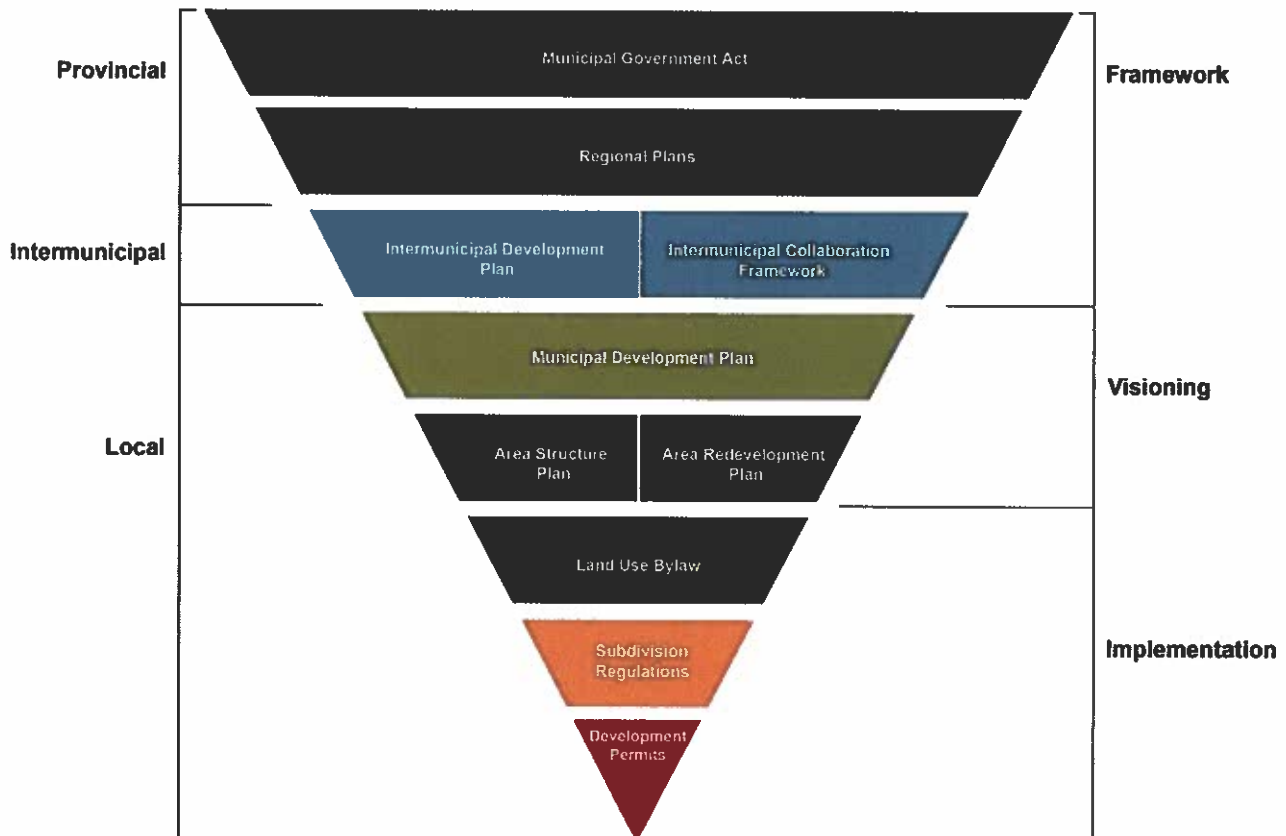


- (c) may contain statements regarding the municipality’s development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
- (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
- (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
- (f) must contain policies respecting the protection of agricultural operations, and
- (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).

2-2 LEGISLATIVE FRAMEWORK

Provincial legislation, namely the MGA, establishes the planning context in which an MDP sits. In this planning hierarchy, plans, bylaws and approvals that are lower must be consistent with plans that are higher, as illustrated below:

Figure 3 – Planning Hierarchy in Alberta



2-3 INTERPRETATION

Where “shall” is used in a policy, the policy is considered mandatory in order to achieve a desired result. Where “should” is used in a policy, it is anticipated that the policies will be applied in all situations, unless it can be clearly demonstrated to the satisfaction of the Town, that the policy is not reasonable, practical and feasible in a given situation.



SECTION THREE

Local Vision

3

This Section outlines the vision and objectives of the MDP and the engagement that formed them.

3-1 CONSULTATION

The MDP was developed in consultation with stakeholders, the general public, and Council and Administration via meetings, a stakeholder workshop, public open houses and an online survey. MDP consultation milestones included:

Stakeholder Workshop (May 18, 2017) with Council and Administration to provide an overview of the project and gather feedback on short-term and long-term growth issues.

Public Open House (June 6, 2017) to gather public input on a 20-year vision for Onoway and on the Town's challenges and opportunities in four key areas:

- Built Form/Land Use,
- Environmental Management,
- Infrastructure/Utilities, and
- Intermunicipal Relationships.

Online survey (May 31, 2017 to July 4, 2017) to gather further public feedback on a 20-year (2037) vision for the municipality and on the Town's challenges and opportunities for those that were unable to attend the June 6 Open House.

Public Open House (September 4, 2019) to gather feedback on draft MDP policies at the local Make the Connections Night at the Heritage Centre Gymnasium.

Public Hearing (Forthcoming) to formally present the MDP to the public in front of Council.



3-2 VISION

Onoway is a community where educational opportunities, economic prosperity and an ethic of cooperation and community involvement are pursued within the context of economic and ecological resilience and regional self-sufficiency.

Situated in the Lac Ste. Anne region, at the hub of major transportation routes, Onoway strives for balanced business development, environmentally sustainable industry, and ample recreational opportunities, while maintaining our friendly, respectful small town atmosphere.

Onoway honours our community's history, supports our youth, and is committed to partnership building.

3-3 OBJECTIVES

The following objectives were developed to help actualize the vision for Onoway's future:

Local Development Objectives

1. Onoway maintains a family-oriented atmosphere while pursuing responsible growth.
2. Onoway has a vibrant built environment.
3. Onoway has a wide range of housing options available to residents.
4. Onoway's industrial and commercial development drives the local economy and attracts new investment.
5. Onoway's downtown area is a dynamic retail and service centre.
6. Onoway's recreational, educational and cultural facilities support local and regional needs.

Local Infrastructure Objectives

7. Onoway's transportation network is safe and efficient.
8. Onoway's water and wastewater services meet current and future needs.
9. Onoway respects the natural environment.

Local Governance Objectives

10. Onoway is committed to meaningful engagement with residents.
11. Onoway's MDP reflects the community as it evolves.
12. Onoway's assets are managed in a financially sustainable and efficient manner.

Intermunicipal Objectives

13. Onoway collaborates with Lac Ste. Anne County on issues of mutual benefit.
14. Onoway coordinates recreation and cultural activities with its regional neighbours.



SECTION FOUR

Development Policies

4

This Section outlines local development policies.

4-1 Onoway Maintains a Family-Oriented Atmosphere While Pursuing Responsible Growth

Residents value how Onoway is a small community, where knowing your neighbours, peace and quiet, minimal traffic, rural vistas and a sense of community are important factors. While most people want to see the Town's population, services and industry increase, this should not be at the expense of the family-oriented atmosphere that makes Onoway an enjoyable place to live.

Policies

- 4.1.1** Future development shall conform to the vision and policies of this MDP.
- 4.1.2** A Conceptual Scheme shall be required for all proposed developments resulting in four (4) or more new parcels, the Conceptual Scheme shall include:
 - a) The land uses and estimated population proposed for the development;
 - b) How access to the site will be provided;
 - c) How the lots will be serviced; and
 - d) Interface conditions with adjacent parcels.
- 4.1.3** Any development over 16 hectares in size shall require an Area Structure Plan (ASP) that is prepared in compliance with the MGA.
- 4.1.4** The following studies may be required to support a Conceptual Scheme or ASP:
 - a) A Traffic Impact Assessment (TIA);



- b) A Stormwater Management Plan;
- c) A Geotechnical Report or Slope Stability Analysis (slopes > 15%);
- d) A Biophysical Impact Assessment (BIA);
- e) A Phase 1 Environmental Site Assessment (ESA); and
- f) A grading plan.

- 4.1.5 New development shall connect to water and sewer lines according to the Town's Engineering Design Standards.
- 4.1.6 Costs associated with required upgrades and servicing shall be the responsibility of the developer.
- 4.1.7 Effective site buffering/screening, shall be implemented where residential land uses are adjacent to commercial and industrial uses.
- 4.1.8 Landowners with contaminated sites shall be engaged in order to determine and implement options for sealing or remediation.
- 4.1.9 Studies that determine the risk, extent, and remediation or containment options of any ground contamination shall be required where it is possible that contamination has spread onto Town property.
- 4.1.10 The maximum Municipal Reserve shall be required for all subdivision per the MGA. These reserves may be in the form of land, cash-in-lieu or a combination thereof.
- 4.1.11 Lands deemed to be environmentally significant shall be protected via an Environmental Reserve or Conservation Reserve dedication or an environmental easement registered at the time of subdivision.

4-2 Onoway Has a Vibrant Built Environment

Onoway is situated in a pleasant rural setting that should be respected when considering future development. Aesthetically attractive development will increase the level of pride that residents take in the community and will encourage visitors. The identity and character of the Town should be apparent upon arrival at gateway entrances and along main streets to foster positive first impressions.

Policies

- 4.2.1 Onoway and Alberta Transportation should work collaboratively to develop a Highway Gateway Entrance Feature Program to introduce unique elements to streetscapes.
- 4.2.2 Mature trees should be maintained and preserved, wherever possible.
- 4.2.3 Low Impact Development (LID) principles and ecosystem-based adaptation approaches should be encouraged in undeveloped areas and in redevelopment in established areas.



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- 4.2.4 Differentiation of public and semi-public spaces from private spaces is encouraged through paving or grading, raised planters or other landscaping features.
- 4.2.5 Areas of concealment resulting from landscaping, such as alcoves, inset entrances and other building features that block visibility should be avoided.
- 4.2.6 Infill development is encouraged on vacant lots.

4-3 Onoway Has a Wide Range of Housing Options Available to Residents

Onoway has an abundance of single-detached housing. There is a need to provide affordable and a variety of housing options to meet the needs of all current and future residents. Single-family housing is also not preferred for certain demographics. As affordability and availability of a mix of housing tenures and stock are major factors for people moving to Onoway, the Town should encourage a mix of housing options available for current and future residents.

Policies

- 4.3.1 Future Residential Development shall occur where indicated on **Figure 4 – Future Development Map**.
- 4.3.2 A range of affordable and non-market housing development is encouraged to accommodate a variety of income levels, accessibility and aging-in-place needs.
- 4.3.3 Secondary suites in low-density residential districts are encouraged.
- 4.3.4 Facilities that support aging-in-place are encouraged.
- 4.3.5 Manufactured Home development is supported provided that it conforms to local and provincial regulations.
- 4.3.6 Manufactured Home development shall achieve a character similar to conventional residential development.
- 4.3.7 Home-Based Businesses within residences are supported provided they conform to local and provincial regulations.

4-4 Onoway’s Industrial and Commercial Development Drives the Local Economy and Attracts New Investment

Onoway’s success in attracting industry to the Town is in part because of reliable infrastructure and services, an orderly development plan, and efficient management of industrial areas. The commuter population in and out of the Town has grown in recent years. At the same time, the existing industrial and commercial businesses provide important local employment options. Local employment adds value to our economy, provides local employment options for residents, and reduces commuting time, increasing quality of life for residents.



Policies

- 4.4.1** Future Commercial and Industrial Development shall occur where indicated on **Figure 4 – Future Development Map.**
- 4.4.2** Onoway shall be promoted as a good place to open and operate a business to help expand the Town’s role as a regional hub.
- 4.4.3** Businesses that rely on Highway traffic should be encouraged to locate within the Town boundary adjacent to the Highway.
- 4.4.4** Commercial and industrial development shall be required to demonstrate adequate parking capacity and traffic accessibility.
- 4.4.5** Industrial development shall ensure that significant adverse effects, such as noise and odour, are mitigated through the provision of adequate buffers, landscaping and transition of uses.
- 4.4.6** A sufficient supply of serviced land should be available to accommodate commercial and industrial growth.

4-5 Onoway’s Downtown Area is a Dynamic Retail and Service Centre

The more services and facilities offered in Onoway, the easier it is for residents to purchase local goods and services. Diverse commercial activity in the Downtown Area also helps makes Onoway more attractive as a regional service centre for the wider rural community and the 16,000 residents in the local trading area.

Policies

- 4.5.1** The downtown area is Onoway’s primary retail and customer service centre.
- 4.5.2** Intensification of the downtown area shall be encouraged through redevelopment that optimizes existing infrastructure and supports the increase of:
 - a) Number of residential units;
 - b) Range of housing forms available;
 - c) Commercial and office land uses; and
 - d) Amenities in the public realm.
- 4.5.3** Onoway shall explore opportunities with local businesses to develop a Business Improvement Area (BIA) to help support downtown development and streetscaping.
- 4.5.4** An Area Redevelopment Plan (ARP) for the downtown area should be developed to provide a vision and future direction for growth and redevelopment in the downtown.
- 4.5.5** The aesthetic quality of the downtown area shall be enhanced by:
 - a) Encouraging downtown business and property owners to collaborate with the Town on private landscaping and other initiatives to maintain a cohesive and pleasant streetscape; and
 - b) Continuing to provide appropriate street furniture and lighting improvements.



4-6 **Onoway's Recreational, Educational and Cultural Facilities Support Local and Regional Needs**

As a hub in the larger local trading area, amenities such as the Onoway Museum and Heritage Centre, Onoway Arena and Onoway Jr/Sr High School provide opportunities for personal development and enjoyment, civic pride and community interaction for local and regional residents.

Policies

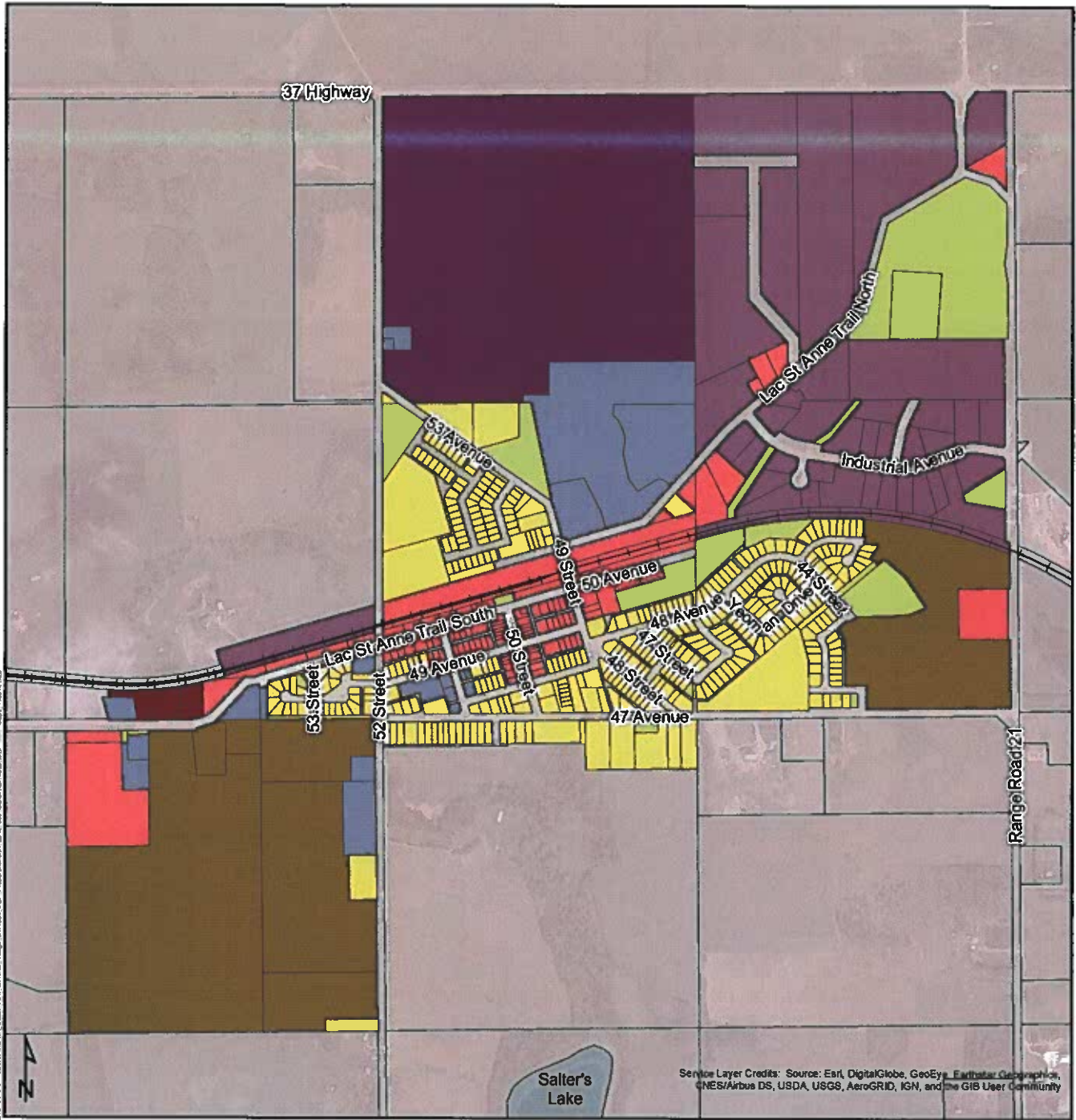
4.6.1 A comprehensive Parks and Recreation Master Plan should be developed to identifying park space areas, functions and linkages that provide a connected recreation network. This Master Plan can include, but is not limited to:

- a) Evaluating existing parks and facilities;
- b) Identifying new parks and recreation amenities; and
- c) Enhancing connectivity between parks and recreation amenities with the broader community.

4.6.2 Recreational and sports facilities and amenities should be maintained and developed to:

- a) Provide a range of recreational opportunities throughout Onoway;
- b) Accommodate a range of programs and uses;
- c) Provide opportunities for both competitive programming and passive recreation;
- d) Allow for conversion for future needs; and
- e) Be financially and physically accessible to all residents.





ISL Engineering
and Land Services

Water Body

Railway

Residential

Commercial

Industrial

Institutional

Parks and Open Space

Future Residential

Future Commercial

Future Industrial/
Highway Commercial

**ONWAY
MUNICIPAL
DEVELOPMENT
PLAN**



**FIGURE 4
FUTURE
DEVELOPMENT MAP**



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SECTION FIVE

Infrastructure Policies

5

This Section outlines local infrastructure policies.

5-1 Onoway's Transportation Network is Safe and Efficient

There are currently few connected trails for pedestrians, cyclists and other non-motorized transport in Town. Continuing to provide reliable and safe transportation infrastructure is a key factor in residents' quality of life. Maintaining and upgrading road and utility infrastructure is increasingly challenging as assets age, and the Town must utilize asset management and planning best practices to ensure a high level of service is efficiently delivered.

Policies

- 5.1.1 A minimum right-of-way, as identified in the Town's Engineering Design Standards, shall be used for all new arterial roads, collector roads, services roads, local roads, intersections, and sidewalks. Council may vary these standards at their discretion.
- 5.1.2 Innovative road materials, construction methods, and lifecycle management practices should be pioneered in Onoway through partnerships with neighbouring local, provincial, and federal agencies and institutions.
- 5.1.3 Onoway should work with CN Rail to ensure surface rail crossings prioritize pedestrian and vehicular safety through improvements to signage and visibility.
- 5.1.4 A Transportation Master Plan should be developed with policies and initiatives that support active transportation should be developed.



5.1.5 Trails (particularly in residential and commercial developments) should be incorporated within parks, open spaces and environmental and conservation reserves to provide connections to the on-street network as appropriate.

5-2 Onoway's Water and Wastewater Services Meet Current and Future Needs

The West Inter Lake District Regional Water Services Commission has been providing water services for Onoway since 2008. The majority of homes in Onoway are connected to the Town's upgraded water treatment plant and distribution network, which sources water from two wells. Connections and hook-up to the Regional Water Line were completed in early 2018. Upgrades and maintenance to water lines and the water treatment plant are on-going. The Town's wastewater is fully reticulated and treated by facultative ponds outside the Town boundaries. This system is sufficient at this stage, though regular upgrades are needed so that the system remains effective. The last major improvement to the Town's sewer network was completed in 2017, including a lift station upgrade.

Onoway is a leader in re-using and recycling waste through the Town's five separate forms of waste management: compost of organic waste, recyclables (paper, glass, plastic, tin/aluminum), hazardous (toxic roundup every year), electronics (regular clean-up days), and remaining waste to landfill. Compost, recycling and garbage collection are curbside services, with the option to use a regional disposal centre. The Town also has an oil bin and a bottle drop-off centre. Onoway will continue to strive for diverting as much waste as possible from landfills and educate residents on how to properly dispose of any remaining waste they may have.

Policies

- 5.2.1 Development patterns should occur in a contiguous manner that supports the efficient and economical provision of local water and wastewater services.
- 5.2.2 Onoway should work with communications providers to ensure that wireless and fiber-optic services are accessible throughout Town.
- 5.2.3 Incremental improvements to the wastewater treatment plant and ponds should be planned for to ensure that environmental standards are met and exceeded, where practicable and there is capacity to meet future demand.
- 5.2.4 Waste reduction, reuse, recycling and diversion programs shall be promoted.

5-3 Onoway Respects the Natural Environment

Surface water runoff is a commonly overlooked issue and can cause ponding and/or erosion when not planned for effectively. Regular monitoring and repairs to problem areas are important to ensure that rainwater and snow melt flows where it is intended to. Urban design techniques and new materials can minimize the rate and volume of surface water runoff, allowing it to be effectively managed.



SECTION SIX

Governance Policies

6

This Section outlines local governance policies.

6-1 Onoway is Committed to Meaningful Engagement with Residents

Onoway is committed to robust public participation with respect to land use matters so that future growth implications are understood by the community. By providing the right information and building effective relationships with key stakeholders, informed and collaborative conversations will result. While it is not always possible for the public to be involved in all major decisions, or in all aspects of any given decision or action, wherever possible, Onoway will seek public input on key issues effecting the town.

Policies

6.1.1 A Public Participation Policy shall be developed in accordance with the MGA.

6.1.2 The Public Participation Policy shall be:

- a) Made available to the public;
- b) Posted on the Town's website; and
- c) Reviewed, at minimum, once every four years.



6-2 Onoway's MDP Reflects the Community as it Evolves

Because of the broad impact on land use planning and development it is essential that the MDP be reviewed intermittently to ensure it remains an effective tool for guiding growth in Onoway. Although the MDP is written to respond to development foreseen within the next twenty years, it is understood that conditions may rapidly change within this timeframe.

Policies

- 6.2.1 Town administration will prepare a report for Council every three (3) years that describes how proposed developments have aligned with the MDP and suggest any need for changes to the Plan.
- 6.2.2 A general review of the MDP should take place within ten (10) years.
- 6.2.3 Notwithstanding 6.2.2, Council will be prepared at any time to consider proposed amendments to the MDP in order to deal with unanticipated circumstances.
- 6.2.4 MDP objectives and policies shall be reviewed to ensure they are in accordance with the Upper Athabasca Regional Plan once it comes into effect.

6-3 Onoway's Assets are Managed in a Financially Sustainable and Efficient Manner.

Asset management is a systematic process of developing, operating, maintaining, upgrading, and disposing of assets in the most cost-effective manner (including all costs, risks and performance attributes). Effective asset management is critical to maintaining a coordinated approach to optimizing costs, minimizing risks, and the overall performance and sustainability of local infrastructure.

Policies

- 6.3.1 Council and Administration will collaborate to develop an Asset Management Plan that provides for and prioritizes the comprehensive construction and lifecycle management of existing and future infrastructure and Town assets.
- 6.3.2 Local road improvements should be financed via a:
 - a) Local improvement tax for a residential street;
 - b) Local improvement tax or a combination of provincial grant and local improvement tax for a collector or arterial road; or
 - c) Other infrastructure financing tools at the discretion of Council.



SECTION SEVEN

Intermunicipal Policies

7

This Section outlines policies designed to support collaboration between Onoway and its municipal neighbours.

7-1 Onoway Collaborates with Lac Ste. Anne County on Issues of Mutual Benefit

Onoway and Lac Ste. Anne County have forged a working relationship which functions to the mutual benefit of both municipalities. While Onoway and the County may not be in agreement on all matters, we share many goals in common and should seek to embrace both the challenges and opportunities we encounter in a collaborative manner. By utilizing shared resources, and communicating more closely with one another on key issues, both municipalities will benefit.

Policies

- 7.1.1** Onoway shall uphold the circulation and referral process for new development in accordance with the process outlined in the “Lac Ste. Anne County and Town of Onoway Intermunicipal Development Plan (Bylaw #20-2014),” as amended.
- 7.1.2** Joint servicing agreements with the County should be reviewed and managed through the forthcoming Intermunicipal Collaboration Framework (ICF).



7-2 Onoway Coordinates Recreation and Cultural Activities with Its Regional Neighbours

As Onoway is a service centre for a larger rural community and nearby summer villages, many people travel to the municipality and abroad for recreation. Where appropriate, Onoway should work in collaboration with the County and other municipal neighbours to coordinate the provision of recreational and cultural amenities for the wider community.

Policies

- 7.2.1 Onoway shall work with the County, nearby Summer Villages, and other neighbouring municipalities, boards, and organizations to develop recreation agreements to support the provision of recreational and cultural services.
- 7.2.2 Onoway should work with the County and off-road vehicle enthusiasts to develop regional off-road vehicle trails.
- 7.2.3 Onoway shall pursue open and effective channels of communication with municipal neighbours to strengthen intergovernmental relationships at the political and administrative levels.
- 7.2.4 Onoway will work cooperatively with local school boards to pursue, negotiate, and enhance Joint Use Agreements of school and park reserves.



Town of Onoway
Municipal Development Plan
Bylaw 686-09



December 14, 2009

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1: Overview

1 Definitions

Unless otherwise stated:

"The Act" refers to the Municipal Government Act 2000, and all consequent operative amendments to it.

"the Bylaw" refers to the Town of Onoway Land Use Bylaw.

"the Plan" refers to the Town of Onoway Municipal Development Plan.

"The Town" refers to the Town of Onoway, the Town of Onoway Council or the Town of Onoway's executive and service staff, depending on the context.

2 Purpose of the Plan

The purpose of the Plan is to provide specific objectives and policy direction for the Town of Onoway's future growth and development over the next ten years.

The Town supports development and growth, but also wants to maintain its small-town character. The Plan has been established to facilitate this, and to address conditions as foreseen for the next ten years.

The policy in the plan is directed to decisions and actions made by the Town of Onoway Council and all organisations, bodies and staff established by this Council. Through this, it also sets constraints and goals for land use and development, gives a sense of community direction, guides the location of future development, and indicates to outside decision-makers such as the Government of Canada, Government of Alberta and Lac Ste. Anne County the type of growth and development that the Town wishes to have both within and adjacent to its boundary.

The Plan is part of a hierarchy that includes any other operative Town of Onoway statutory plans and the Onoway Land Use Bylaw. The Plan contains the general direction of future development, while the Bylaw regulates development and land use on a site-specific basis. The Plan is limited to the physical boundaries of the Town, but may influence neighbouring municipalities and aspects of any inter-municipal plan.

The Plan also presents objectives and policies that affect things other than land use or development. As such, it is one of the Town's the principal long-term planning tools.

While the Plan is designed to guide the policy and actions of Council on land use and development, the Bylaw contains the provisions that affect land use and development directly.

3 Legal Basis

Section 632 of the Act provides the legislative basis for this Plan. It enables municipalities under the population of 3,500 people to adopt a Municipal Development Plan, though it is not compulsory. The Section 632(3) of the Act outlines the compulsory and optional areas of a Municipal Development Plan. It also permits each municipality to be flexible in the content and format of its plan.

4 Factors Influencing Development

4.1 Provincial land use policies

Pursuant to Section 622 of the Act, the Province of Alberta has developed Land Use Policies (November 1996) to help harmonize provincial and municipal policy initiatives at the local land use planning level. This municipal development plan has been prepared in the spirit and intent of the Provincial Land Use Policies. In particular, Policies:

- 4.1 – establish orderly land use patterns
- 4.2 – embody sustainable development principles
- 4.3 – provide economic development opportunities
- 4.5 – provide a variety of residential environments
- 5.1 – identify and pattern land use around natural landscapes
- 7.1 – identify key transportation corridors and facilities
- 7.2 – establish compatible land use patterns around the key transportation corridors and facilities
- 8.1 – identify the magnitude and scope of housing needs
- 8.2 – facilitate a wide range of housing types
- 8.3 – provide for housing intensification within developed areas
- 8.4 – accommodate barrier-free residences for people needing care and people with disabilities
- 8.5 – accommodate mobile housing

4.2 Land-use Framework

The Province of Alberta adopted the Alberta Land Stewardship Act in the spring of 2009. This is one of the implementation actions for the Land-use Framework, which replaces the existing provincial Land Use Policies. In each of the Planning Regions as defined by the Land-use Framework, a regional plan will be

developed and all the municipal development plans, area structure plans, land use bylaws, policies and procedures in a municipality must align to the regional plan.

The Town of Onoway is within the Upper Athabasca Land-use Framework Region. Once the regional plan development begins for this region, the Town will be involved in the process and when the regional plan is complete, the Town may revise this Plan and other statutory documents to conform to the regional plan.

4.3 Resource extraction

The Alberta Energy Utilities Board has indicated that there are no sour gas facilities in the vicinity of the Town. No other resource extraction facilities that would impact development of the plan area were identified within 5 km of the municipality.

4.4 Existing land use

The majority of the Town's existing residences are to the south of the east-west oriented CN Railway line. Onoway hosts a significant industrial sector for its size in the northeast corner of the town. Downtown commercial businesses are primarily located along Lac Ste. Anne Trail and on 49th and 50th Streets. As of 2008, area structure plans are being developed for the two remaining undeveloped quarter sections in the Town by private developers.

4.5 Adjacent land use

The Town of Onoway's municipal neighbour is Lac Ste. Anne County. The majority of the adjacent County land is in agricultural production with a few country residential subdivisions. As shown in Figure 7 Urban Fringe Lands, gravel extraction is permitted as a discretionary use in some parts of agricultural land.

4.6 Protection of agricultural land

The Act requires this Plan to respect the protection of agricultural operations. The overall Plan aims for efficient development that minimises building over prime agricultural land. The agricultural soils surrounding Onoway are generally Class 0 to 3 – medium to high producing soils. The production capacity of these soils should be taken into account when urban development expands beyond its current boundary, for example, by using cost-benefit analysis, input/output tables and sustainability principles.

Standard agricultural operations near Onoway should not be hindered by adjacent development or complaints made by urban residents, unless the source of the complaint is an unreasonable or unsafe practice for a rural area.

5 Former Town of Onoway Municipal Development Plan

This Plan replaces the former Town of Onoway Municipal Development Plan that was adopted in 1999.

6 Preparation of the Plan

From May 2008, Scheffer Andrew Ltd. undertook a process to review the Town of Onoway's Municipal Development Plan and Land Use Bylaw.

Date	Event
May 6, 2008	Scheffer Andrew Ltd. and Town staff discussed the review and matters to address.
June 10, 2008	The Town Council held a visioning workshop to identify objectives and issues for Onoway's future growth and development.
June 16, 2008	The Town Council completed its visioning workshop.
June 20, 2008	The public attended an open house to review and discuss changes to the Municipal Development Plan.
June – July 2008	Members of the public and Council provided ongoing feedback and input into the process.
November 24, 2008	The Town Council reviewed the first drafts of the Municipal Development Plan.
June 24, 2009	The Municipal Planning Commission reviewed the second draft of the Plan.
July 15, 2009	A draft revised Municipal Development Plan was released for public comment.
August 10, 2009	Following first reading by Council, a public hearing was held.
	Changes were made as a result of the hearing, and then the Municipal Development Plan was adopted by Council.

7 Acknowledgements

The 2008/2009 review of the Plan was greatly assisted by many individuals. Of special note are the Town of Onoway Council, the Municipal Planning Commission members, and the Town staff.

2: Setting

1 Surroundings

The Town of Onoway is a small town located on gently rolling farmland in the southeast corner of Lac Ste. Anne County of central Alberta. Onoway is approximately 50 km directly northwest of Edmonton and 35 km northwest of Spruce Grove. It is well positioned at the junction of Highways 43 and 37 and provides services to the surrounding rural municipality, summer villages, hamlets and First Nations.

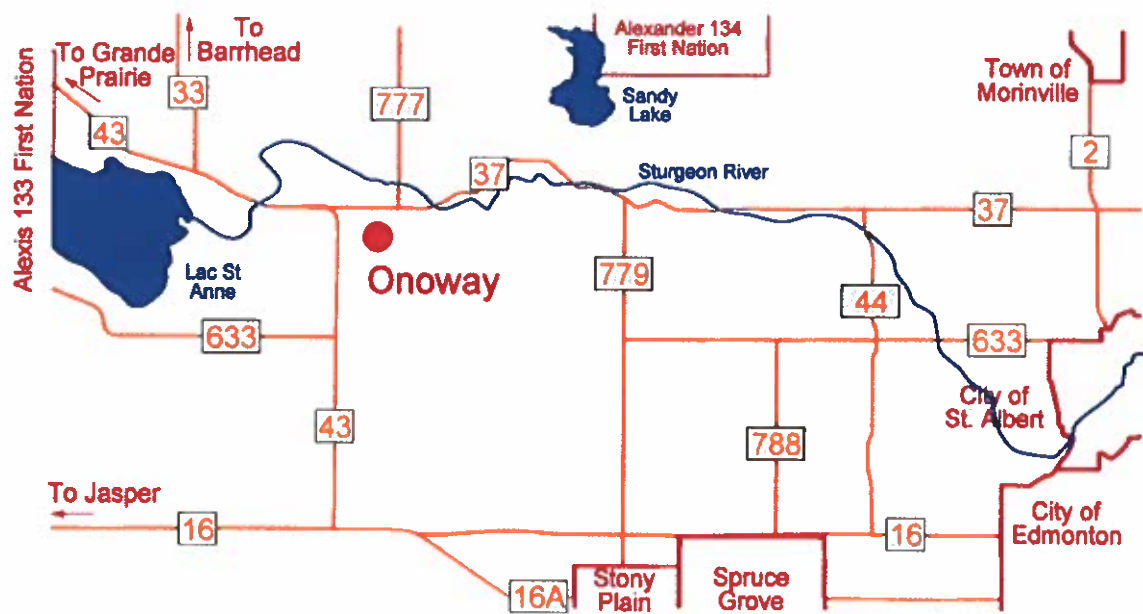


Figure 1 Onoway location

2 Physical Constraints

Onoway has a land area of approximately 345 ha. Onoway Creek, a small tributary of the Sturgeon River runs through the Town. The topography of the Town generally falls from the south and south-west towards Ruth Cust Park to the north-east, following the course of Onoway Creek to Sturgeon River.

A minor Canadian National Rail line bisects the community. It divides the Town because there are only two road crossings within the urban area.

Two major pipeline rights-of-way pass through the Town generally in an east-west direction, one being to the north and the other to the southern portion of the Town. These pipelines limit development on their respective rights-of-way, parts of which pass through established private lots.

3 Land Uses

Commercial uses are concentrated in the vicinity of 50th Street and Lac Ste. Anne Trail (50th Avenue), south of the railway line. Residential land uses have developed around this core, both north and south of the railway line, with the newest subdivisions built to the east. A new primary school was built in 2005, leaving the old school available for redevelopment. The industrial area is currently in the north-eastern part of Onoway, north of the railway line.

3: History

1 First Nations¹

The earliest native inhabitants of Alberta were camping and hunting in the province at least 11,000 years ago.

First Nations' peoples had adapted to semi-nomadic life on the Alberta plains and woodlands. Bison hunting was a key part of the plains culture. More northerly tribes also hunted and fished for other types of game in the aspen parkland and boreal forest regions, and after European contact began trapping in order to exchange furs for trade purposes.

Both Woodland Cree and Nakota Sioux (Stoney) people were well established in the local area before European explorers first visited west central Alberta.

The Alexis Nakota Sioux Nation is located west of Onoway on the shores of Lac Ste. Anne, which the Nakota call Wakamne, or God's lake. Every summer there is a pilgrimage to the lake that is attended by up to 40,000 people. Another nearby Nakota community is the Paul First Nation, located southwest of Onoway at Wabuman.

Located north of Onoway at Sandy Lake is the Alexander First Nation, a Woodland Cree community.

Many fur traders in Western Canada married local (mainly Cree) women, and this gave rise to a new cultural group, the Métis. Iroquois hunters from eastern Canada also accompanied the fur traders, and they also married local Cree and Metis women. Descendants of the Iroquois and Metis people continue to live in the local area.

Plains Ojibwa (also known as Saulteaux or Soto) also moved into the area with the fur trade, but eventually ended up settling further west and north. Onoway's name is most likely an adaptation of an Ojibwa word.

2 European Settlers²

Even before the Northern Alberta Land Survey was completed in 1899, there were a few non-aboriginal settlers in the Onoway area. Their numbers increased after the survey and by 1904 a post office was built near the site of the present Evangelical Free Church. The first post master's name was W.P. Beaupre and the Town proposed naming the post office after him. However, the name 'Beaupre' was already being used elsewhere. As Beaupre can be

1 Source : Government of Alberta: <http://alberta.ca/home/182.cfm> (accessed on July 21, 2009) Indian Tribes of Alberta by Hugh A Dempsey, Glenbow Museum, 1997; Alexis Nakota Heritage Program.

2 History source: Onoway and District Historical Society, 1977

translated as 'good, rich or lush meadow' or 'fair field' in English, a transliteration of the Nakoda Sioux equivalent, Onoway, was chosen.

3 Development and Growth

The community was spread out initially, with the first store being located at Devil's Lake. In 1910 there was a proposal for a railway subdivision branch junction to be located about 2.5 km west of Onoway's current boundary. This created interest in development. Lots were surveyed and some buildings erected with the hope that a future railway station would be located there. Possibly due to high land prices from land speculation, the station was instead built east of the post office when the rail line went through in 1911.

The hamlet site was surveyed in 1913. It had four blocks with a park to the southwest. The community grew and in 1923, with 100 people and 25 occupied dwellings, Onoway residents petitioned to become a Village. The request was granted and the hamlet became the Village of Onoway in June 1923.

Onoway's development potential was enhanced in 1956 when Northwestern Utilities installed a natural gas system, and again in 1962 when community water and sewage systems replaced the private wells and septic fields.

The Village continued to be a service centre for the surrounding population and economic activity. As a result, its growth tended to reflect the good and hard economic times of the province of Alberta. On September 1, 2005, Onoway became a Town.

4 Transportation

Transportation modes have changed since the railway station was built. Motor vehicle traffic has become the dominant transportation mode despite the railway still being operative as a minor trunk line. The close proximity to Highways 37 and 43 gave the Town the opportunity to identify itself as "Hub of the Highways."

The development of the Highways, and the increased speed and affordability of motor vehicle traffic, has allowed Onoway to enter the outer commuter zone for the greater Edmonton urban area. This allows people to live in Onoway and enjoy the country lifestyle while working elsewhere. The reverse is also true. The Town's proximity to the two highways also allows people to live elsewhere while being employed in Onoway. Overall, the greater connectivity of Onoway with Stony Plain, Spruce Grove, St. Albert and Edmonton is good for the Town. Residents have more options for work and recreation, and businesses have a greater potential market.

Together, the Town's rail and road systems ensure its viability, and the Town remains an important service centre for the wider community.

4: Current Status

1 Demographics

When the Plan review started in 2008, Alberta's economy and the Greater Edmonton economy was expected to grow strongly for the next few years³. This plan was developed for a total population as high as 1,300.

The 2006 Census gives some useful information to inform town planning in Onoway.

Onoway has a greater proportion of children, youth and elderly compared to the provincial figure. This has remained constant for the past two decades.

Age	Onoway	Alberta
0 – 14 years	22.3%	19.2%
15 – 24 years	17.1%	14.9%
25 – 64 years	49.7%	55.2%
65 + years	14.9%	10.7%

Onoway also has more females than males, particularly in the 25 – 49 years age group. This contrasts with Alberta province having an even number of males and females.

	Onoway		Alberta	
	Male	Female	Male	Female
All	48.6%	51.4%	50%	50%
25 - 49 years	43.3%	56.7%	50.3%	49.7%

2 Employment and Income

While the employment rate is very good, there are many residents who are not part of the work force at all. This may affect employment uptake and turnover within the Town.

- Unemployment rate: 2.4% (compared to Alberta: 4.3%)
- People over 14 years of age not in the work force: 36.6% (compared to Alberta: 25.9%)

Income is comparable to the province, but family income is much lower – suggesting that there are more family dependents on lower or no incomes being supported by other income earners compared to Alberta as a whole. Notably, the median income in Onoway has increased significantly from \$18,753 in 1998 to be much closer to the provincial average.

³ 2006 Census Portrait: <http://www12.statcan.ca/english/census06/analysis/popdwell/ProvTerr5.cfm>, accessed October 22, 2008.

- Median income for people over 14 years of age: \$26,633 (compared to Alberta median: \$28,896)
- Median family income: \$58,023 (compared to Alberta median: \$73,823)

3 Households

Over half of the households in the town have two or less people in them – suggesting that there may be demand for different housing types other than single detached medium-sized homes.

- Average household size: 2.6 people
- Households with a couple and no children: 18%
- Households with children: 32%
- One-person households: 31%
- Other households: 19%

Not many people move within Onoway itself. Once they establish their residence, they tend to stay there.

- Lived in the same place for more than 5 years: 52%
- Changed address within the Town in last 5 years: 16%
- Moved to the Town in last 5 years: 32%

4 Education

Educational achievement in Onoway is lower than the provincial average. This may be reflected in the higher percentage of people not in the work force and, as shown in the statistics above, may affect the type of employment undertaken in the town.

Educational achievement for people over 14 years of age:

Education	Onoway	Alberta
No certificate, diploma or degree	40%	23%
High school certificate	24%	26%
Apprenticeship or trade	13%	11%
College or university diploma or degree	23%	40%

5: Future Projection

1 Population Growth

This Plan predicts that over the next ten years, Onoway's resident population is likely to follow the provincial economy trend.

2 Growth Drivers

The reasons for the above projection are:

- Onoway's growth has followed the highs and lows of the Alberta economy in the past.
- Alberta's ongoing development of hydrocarbon mining, processing and other industrial development is likely to continue.
- Onoway has moved into Greater Edmonton's commuter radius. People who work in Edmonton are attracted to live in Onoway because of cheaper housing and small-town country lifestyle. This trend is likely to continue as Edmonton grows larger and land in Edmonton, Stony Plain and Spruce Grove becomes more expensive.
- The proximity to highways and railway, combined with serviced, comparatively inexpensive industrial land, is appealing for business development and growth.

3 Growth Influence on the Plan

This predicted growth should influence the Plan in the following ways:

- Onoway will need more land for expected population and business expansion.
- Infrastructure, including roads, sewers, solid waste and water will need to be maintained and upgraded more regularly than in the past. This will maintain reliable services, reduce future expenses, and give capacity for growth.

The Town should also be aware of the following:

- Land should be available for residential, commercial and industrial development to ensure that land prices remain relatively less expensive compared to Edmonton, creating a competitive advantage for Onoway.
- Onoway should make efficient use of land a priority when guiding and processing future developments.

- Onoway should continue to promote commercial and industrial growth to ensure a solid, diversified economic base for the Town to build on, rather than relying on larger nearby centres for essential services.
- An Intermunicipal Development Plan with Lac Ste. Anne County should be developed to coordinate growth and services between the two municipalities.
- The positive small-town feel and close community of Onoway should be enhanced so growth and development adds to the overall ambience of the Town.

6: Sustainable Development

Sustainable development is defined as development that meets the needs of the present without compromising the ability of future generations to meet their own needs⁴.

Alberta Urban Municipalities Association encourages communities to consider five dimensions of sustainability: social, cultural, environmental, economic, and governance.

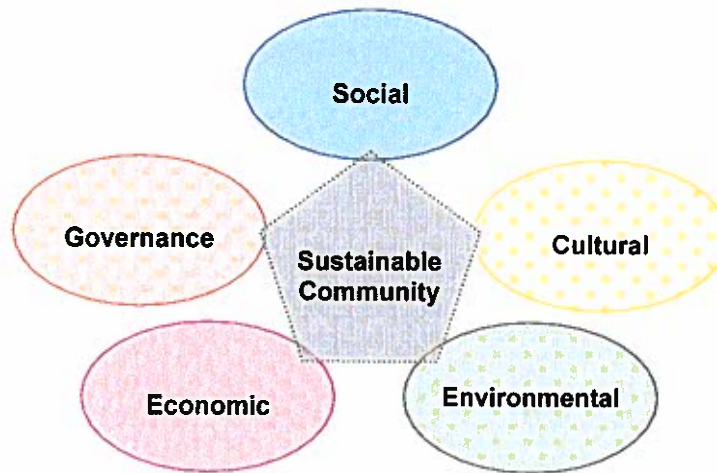


Figure 2 Spheres of sustainable development

This philosophy is reflected in the Purpose Statement of Municipal Government Act's Part 17, Section 617 that authorizes this Plan "to achieve the orderly, economical and beneficial development (economic) ... and to maintain and improve the quality of the physical environment (environment, cultural)...without infringing on the rights of individuals for any public interest except to the extent that is necessary for the overall greater public interest (social, governance)."

Development in Onoway should be 'sustainable' – i.e. considering the effects and inter-relationships between:

- Social, such as socially inclusive, supporting stable and diverse community.
- Cultural, such as promoting community spirit, history, and sense of place.
- Environmental, such as natural and built environment, minimizing negative environmental impacts.
- Economic, such as promoting local business, diversifying local economy.
- Governance, such as participative, transparent and accountable.

True sustainability would be a difficult point for Onoway to reach in the current economic, political and social climate that the Town has little control over. "Sustainability" in Onoway should be regarded as a journey rather than a destination. Development decisions made by the Town should ideally make Onoway more sustainable.

⁴ United Nations. 1987. "Report of the World Commission on Environment and Development." General Assembly Resolution 42/187, 11 December 1987.

7: Development Objectives and Policies

1 Built Form

Objective 1 A "small-town feel" in a quiet rural environment.

Onoway residents value the small community they live in. Important factors include knowing your neighbours, peace and quiet, minimal traffic, the rural vistas and the sense of community. While most people want to see the town's population, services and industry increase, this should not be at the expense of the small-town values that make Onoway an enjoyable place to live.

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| Policy 1 | Figure 3 | Use the Future Land Use Map (Figure 3) as a guide when considering subdivision or development applications, or land use bylaw amendments. |
| Policy 2 | Small-town feel | Maintain the small-town, quiet, community feel of the Town balanced with Town growth. |
| Policy 3 | Outline/area structure plan | Require <ol style="list-style-type: none">a. an outline plan for a subdivision resulting in four or more lots; orb. an area structure plan for a subdivision that covers a land area greater than 30 ha. <p>Council may exercise its discretion to require an outline or area structure plan for a smaller scale subdivision proposal.</p> |
| Policy 4 | Development agreement | Enter into a development agreement with developers prior to allowing residential, commercial or industrial subdivision or development to ensure that essential services and desirable design techniques are carried out in accordance with the development permit or subdivision approval. This may run as a restrictive covenant on the property title and/or include a bond paid as security to the Town. |

Policy 5	Buildings more than 12 m high	Discourage development of buildings or other structures that are more than 12 metres high, unless the development enhances the Town's ambience and the building has an adequate fire protection.
Policy 6	Subdivision design principles	<p>Encourage good subdivision and development design principles for new areas, for example:</p> <ul style="list-style-type: none"> a. Pedestrian trails and sidewalks are located to minimise walking distances between key destinations and designed to maximise safety and convenience. b. Sidewalks are developed according to the Town's current engineering and design standards c. Crime Prevention Through Environmental Design⁵ d. Use of vegetation, paving materials and other visual cues to slow down vehicles in residential and town centre areas. e. Larger lots on major collector roads and at intersections, so houses can be located away from traffic to reduce visual and noise intrusion, and the road can be improved in future when further development occurs. f. Lanes should only be constructed to provide access to the residential lots on a collector road or an arterial road. g. Orienting residences so they can overlook municipal reserve areas: schools, parks and open spaces. h. Management of surface water runoff.
Policy 7	Mobile home subdivision/court services	Provide the same municipal services to mobile home subdivision/courts as to other residential districts, for example direct access to a collector road and comprehensive utilities and infrastructure.

⁵ <http://www.rcmp-grc.gc.ca/ccaps-spcca/safecomm-seccollect-eng.htm>

Policy 8	Mobile home subdivision/court character	<p>Encourage mobile home subdivision/court to achieve a character similar to a conventional residential subdivision, for example:</p> <ul style="list-style-type: none"> a. Clustering of units. b. Paved streets. c. Landscaping. d. Proper grading and draining of sites. e. Pedestrian circulation networks. f. Parks and playgrounds. g. Fenced storage lots.
Policy 9	No acreages	Discourage acreages and very large single family residential lots within the Town.
Objective 2	The Town is a visually and aesthetically pleasing place to live and visit.	
	<p>Onoway is situated in a pleasant rural setting, but the look of the Town could be improved. An attractive place increases the pride that residents take in their community and encourages visitors to stay longer.</p> <p>The entrances to the Town from Highways 43 and 37 do not define where the Town begins. First impressions are important for people arriving in the Town, and the ethos of a tidy town should start at the town entrances and main roads.</p>	
Policy 10	Tidy commercial and industrial areas	Require commercial or industrial properties to provide a tidy street frontage, and landscaping where appropriate.
Policy 11	More trees downtown	Plant more trees in downtown areas.
Policy 12	Town sign	Maintain highway signage to promote the Town.
Policy 13	Community clean-ups	Coordinate clean-up days and events with the community, including clean-up after public events.

Policy 14	Multi-family design principles	<p>Encourage and require new multi-family residential developments to use good design principles, for example:</p> <ol style="list-style-type: none"> a. Creation of public, quasi-public and private outdoor spaces, and distinctions between them. b. Reasonable sunlight to each residential unit. c. Varying wall materials and exterior building lines where appropriate to reduce the visual bulk of the buildings. d. Allowing observation of the immediate surrounding area by the residents. e. Sound insulation between residential units. f. Provision of adequate off-street parking.
Policy 15	Preserve valuable vegetation if viable	When developing land in the future, aim to preserve existing vegetation that is: 1) of high value to the community and 2) viable to preserve, as determined by a professional assessment.
Policy 16	Good building design	New buildings should be built with good design, character, convenience for users, privacy, and general amenity as appropriate.
Policy 17	Sign compatibility	The design, location and appearance of signs should be compatible with buildings when on-site, and coordinated and adequately spaced when off-site.
Policy 18	Trees along streets	Require developers to plant trees along streets as part of a development agreement if a development is located on a street without sufficient trees.
Policy 19	Lines and cables underground	Encourage all electrical power distribution lines and communication/data cables (for example telephone, television, broadband) to be placed underground or to be provided via a wireless mechanism in new residential subdivisions.

Policy 20 Paved roads Maintain paved roads as the standard for public roads within the Town. This does not exclude semi-permeable pavement, tiles, or other pavement materials that minimise stormwater runoff where these options are realistic.

Objective 3 The Town's urban areas are kept safe and orderly for everyday living.

The Town's Land Use Bylaw plays a key role in making sure that land uses do not cause a disorderly streetscape or driving hazards.

Policy 21 Residential windows overlook public areas Encourage houses and multi-family residential buildings to have windows and entrances onto non-motorised trails and parks without high fences or dense vegetation, to promote greater observation of these trails and parks at night.

Policy 22 Neighbourhood watch Instigate development of a neighbourhood watch and 'safe house' network in the Town to reduce criminal activity and to assist the police.

Policy 23 Traffic flow and parking in commercial areas Require commercial development to demonstrate efficient traffic flow through their development and adequate on-site or off-site parking, or money for the Town to provide sufficient parking areas and/or facilities elsewhere.

Policy 24 Municipal reserve money to redesign parks Use money received in place of land for municipal reserve contributions to design and upgrade parks and recreational facilities to serve the varied needs of the community and to make them more popular, as well as safer at all times of the day.

2 Land Use Districts and Development

Objective 4 Minimal development conflict between different land uses.

Designation of land use districts is a useful tool to avoid land use conflict, especially between residential areas and industry with its associated noise and pollution risks. Alberta Environment sets buffer zones for some heavy and hazardous industrial uses that this Plan must take into account. Specific setbacks restrict future residential development in the southeast corner of the Town's undeveloped land.

Policy 25	Location of districts	When siting districts for various uses, ensure that they are located so there are minimal expected adverse effects from other districts.
Policy 26	Home-based businesses	Allow for home-based businesses that are an ancillary use of the property and have only minor adverse effects on neighbours.
Policy 27	Non-commercial/ industrial uses within an industrial or commercial district	For a proposal to locate non-industrial or non-commercial uses within an industrial or commercial district where adverse effects from an existing use would be more than minor (but not hazardous), address reverse sensitivity ⁶ by registering a caveat on the title (or similar legal instrument) to ensure that any future complaints about the existing use are not registered.
Policy 28	Incompatible uses in residential districts	Prohibit any proposed use that may be unsightly, hazardous, or have excessive noise, dust, smell or gaseous emissions in residential districts, for example gas bars or service stations.
Policy 29	Residential screening of industrial and commercial	Protect adjacent residences from effects of commercial and industrial development through visual/vegetative screening.
Policy 30	Industry to the northeast	Direct industrial expansion to the north-eastern side of Onoway.
Policy 31	Direct control districts	Enable direct control districts to be set up where this is the most efficient and effective way to provide for development.

⁶ Reverse sensitivity describes the effect that development of one kind may have on activities already occurring in an area. It usually results from the people involved in an activity that is newly established, complaining about the effects of existing activities in an area.

Objective 5 A wide range of residential options allows for population growth in the Town.

Onoway has an abundance of detached single-family housing. With the escalation in land prices, there is a need to provide affordable housing options for young adults and families starting out on their first home. Single family housing is also not preferred for some single people and couples, or retirees. As the price of comparative housing is a major factor for people moving to Onoway, the Town should have a mix of housing options available for future residents.

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| Policy 32 | Mix of housing styles | Enable and encourage a mix of housing styles through area structure plans, outline plans and re-districting to meet the lifestyles, stages-in-life, income levels and aspirations of residents. |
| Policy 33 | Public-assisted housing | Consider facilitating development of well-designed public-assisted housing for residents on low incomes. |
| Policy 34 | New mobile home subdivision/courts | Encourage new mobile home subdivision/courts to be developed in Onoway if the community supports them. |
| Policy 35 | Secondary suites | Allow secondary suites to be built in single-family residential districts, if the property can sustain the additional dwelling. The property with the secondary suite will pay additional taxes determined by Council to pay for services used. |
| Policy 36 | Buildings for retirees | Encourage the development of buildings and aging-in-place complexes for retirees in the Town. |
| Policy 37 | Multi-family buildings | Allow medium and medium-high density multi-family residential buildings where infrastructure, parking, vehicle access and community facilities can sustain the increased density and the buildings do not detract from Onoway's small-town feel. |
| Policy 38 | Small lot residential district | Have a district in the Bylaw to allow for individual lots smaller than in Residential 1 district that facilitates more cost-effective servicing and affordability for home buyers. |

Policy 39 Promotion of Onoway's residential advantages Promote Onoway's competitive advantages for potential residents: close to Edmonton, Stony Plain/Spruce Grove, and Alberta Beach; a variety of affordable housing; fresh air and quiet; removing oneself from "the rat race".

Objective 6 The Town, in particular the downtown area, is a vibrant retail and service centre for the Town and surrounding rural community.

Objective 7 A wide range of services and facilities that support the Town and surrounding rural community are located in the Town.

The more services and facilities offered in Onoway, the less people will travel to purchase goods and services, and the more people living near the Town will visit it. Diverse commercial activity helps make the Town more of a centre for the wider rural community and a better place to live.

Policy 40 Downtown retail priority Prioritise the downtown area as the Town's retail and customer service centre.

Policy 41 Mixed uses downtown Encourage compatible mixed-use residential living within the downtown area (for example, residences above shops) only if this does not hinder street-front development of retail or customer services.

Policy 42 Attract new goods and services to the Town Encourage providers of goods and services that are not currently in the Town and may be economically viable, to locate in the Town.

Policy 43 Advertise Town drawcards Advertise the Town's drawcards for visitors, such as community events, the museum, food and drink for travellers, and the local campground.

Policy 44 Improve downtown aesthetics Enhance the aesthetic quality of the downtown area by:

- a. Landscaping and development of municipal buildings and public areas.
- b. Encouraging downtown business and property owners to collaborate with the Town on private landscaping and development to maintain a cohesive and pleasant streetscape.
- c. Continuing to provide appropriate landscaping, street furniture and street lighting improvements.

Policy 45 **Town website** Maintain and regularly update a comprehensive, easy-to-use Onoway community website.

Objective 8 Existing and new industrial and commercial businesses continue to grow, providing employment opportunities for residents in the Town and surrounding area.

The commuter population in and out of the Town has grown in recent years. At the same time, the existing industrial and commercial businesses provide local employment options for those who are unwilling or unable to travel. This also reduces energy and pollution costs caused by travel. People who own and are employed by these businesses spend more time in the Town and help build a strong community.

Policy 46 **Highway sign** Erect and maintain a highway sign visible to Highway 43 traffic that advertises Onoway (in addition to the existing sign that welcomes visitors to Onoway).

Policy 47 **Business clusters** Promote Onoway's competitive advantages for specific business areas, and prioritise business promotion in those areas to develop business "clusters", for example businesses focused on transport/freight, or retirement living.

Policy 48 **Commerce board** Promote the initiation and development of a commerce board for local businesses to cooperate with each other and to present a joint voice to Council.

Policy 49 **Land supply for commerce and industry** Endeavour to provide an adequate supply of land for commercial and industrial uses by monitoring the demand and supply situation for such land, and by amending the Bylaw and encouraging appropriate new development where more land supply is needed.

Policy 50 **Highway businesses** Encourage businesses that rely on Highway traffic to locate within the Onoway town boundary adjacent to the highway. Direct access from such development to the highway is restricted and any associated improvements as a result of commercial development are the responsibility of the developer.

Policy 51 **'Open door' policy** Town staff should maintain their 'open door' policy for individuals and businesses in Onoway to discuss issues, concerns or opportunities.

Also refer to: Policy 27

Objective 9 Industrial areas are tidy, orderly and operate efficiently.

Onoway's moderate success in attracting industry to the Town is in part because of reliable infrastructure and services, an orderly development plan, and efficient management of the industrial areas.

Policy 52 No adverse effects beyond industrial district Ensure that there are no significant adverse effects from an industrial operation beyond the boundary of the industrial district by setting conditions on its development permit.

Also refer to: Policy 10

3 Community Services

Objective 10 Recreational, educational and cultural areas and facilities are appropriately located and are designed to meet the Town and rural community's needs and aspirations.

This includes local schools, libraries, the recreation facilities, locations for art and cultural expression, sports, walking and cycling, off-road vehicles; things that provide personal development and enjoyment as well as civic pride (for example local sports teams) and interaction.

- Policy 53 **Figure 6** Coordinate construction and management of parks and recreational facilities as set out in Figure 6.
- Policy 54 **Community-initiated programs and facility** Community programs should be initiated by the residents. Youth should be consulted for youth programs. A community facility for these programs should be established.
- Policy 55 **Off-road vehicle users to develop trails** Liaise with Lac Ste. Anne County, off-road vehicle committees, off-road clubs in surrounding communities and off-road vehicle users within the Town to develop trails for off-road vehicles outside the established urban area, both within and beyond the Town boundaries.
- Policy 56 **Sponsorship of trails** Investigate the use of corporate sponsorship and individual donations to fund construction of non-motorised trails and benches within the Town.
- Policy 57 **Off-road vehicle enforcement** Assist with enforcement blitzes by the police during periods of busy off-road vehicle use in the Town to enforce bylaws and to fine unregistered off-road vehicles.
- Policy 58 **Municipal reserve contributions** Require 10% of land subdivided to be given to the Town as municipal/school reserve.
- Land subdivided into residential lots should provide 70% of the reserve contribution as land. Council will decide what portions of the remaining 30% should be given as land, and as money in place of land.
- Land subdivided into commercial or industrial lots may provide their reserve contribution as money in place of land, except when land is required to buffer adjacent incompatible uses.

- Policy 59 **Municipal reserve credit for public utility lot trails** Consider giving municipal reserve credit if public utility lots are developed with public trails and public furniture.
- Policy 60 **Playgrounds for young families** Upgrade the existing playgrounds with the new equipment and/or develop new playgrounds for young families in and around the Town.
- Policy 61 **Town arena** Expand the existing arena's use to encompass a variety of sports that can attract more people, in particular school children and youth, to play.
- Policy 62 **Variety of parks** Balance the provision of smaller, neighbourhood parks with large parks designed to accommodate Town and wider regional recreational facilities.
- Policy 64 **Ruth Cust Park** Better use of Ruth Cust Park site for Town recreation and conservation projects.

Also refer to: Policy 24

Objective 11 Recreation and cultural activities are coordinated with Lac Ste. Anne County.

As Onoway is a service centre for a larger rural community and summer villages, many people travel in and out of the municipal boundaries for recreation. Planning for recreation and culture should acknowledge this and join forces with the County where appropriate to provide more efficient and coordinated services for the wider community.

- Policy 65 **Funding options for out-of-Town users** Consider alternative funding options for recreational and cultural facilities that are used by people from outside the Town, for example:
 - a. Joint funding with neighbouring municipalities.
 - b. User charges.
 - c. Sponsorship and grants from local businesses and the community.
- Policy 66 **Regional facilities and services** Cooperate with other municipalities, boards and organisations in the provision of regional-scale recreational and cultural facilities, events and services where feasible.

Objective 12 A multi-use, non-motorised trail network is developed over time in the Town.

Walking and cycling are popular recreational activities in the Town. Given the size of the Town, they are also viable and sustainable methods of transportation. There are currently few connected trails for walkers, cyclists and other non-motorised transport in the Town.

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| Policy 67 | Figure 5 | Work towards construction and/or coordination of construction of a multi-looped trail network, as set out in Figure 5. These trails should be located outside of highway rights-of-way. |
| Policy 68 | Municipal reserve money for trails | Use a portion of the money given in place of municipal reserve land to build paved and unpaved trails, depending on the location and expected use, as shown in Figure 5. |
| Policy 69 | Area structure plans to include trails | Require area structure plans to include non-motorised trails that connect to the trail network set out in Figure 5. |
| Policy 70 | Town responsible for Town trails on private land | Negotiate with private landowners for rights for public access and trail maintenance by the Town where the indicative trail network crosses private land. |

Also refer to: Policy 111

4 Environmental Management

Objective 13 Onoway Creek's opportunities and risks are effectively managed.

Onoway Creek is a local, identifiable seasonal flowpath but its promotion and use have been neglected in past planning decisions. The Creek has flooded in the past during heavy rainfall, and may do so again. Building and earthwork encroachments on the Creek exacerbate this risk.

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| Policy 72 | Floodplain study | Determine the predicted flood area around Onoway Creek for a one in 100 year and one in 50 year flood events. |
| Policy 73 | Floodplain development restriction | Restrict development in the one in 100 year flood plain to activities and structures that are not at risk from flooding or can be moved out of the area quickly. |
| Policy 74 | Onoway Creek improvement | Encourage and support local community groups to naturalise and maintain sections of Onoway Creek; for example removing garbage and weeds, and planting appropriate trees and shrubs. |
| Policy 75 | Creek in park designs | Recognize Onoway Creek when designing parks and public areas. |

Objective 14 LEED certification becomes "best practice" over time for building design and construction in the Town⁷.

Sustainable buildings are more energy and resource efficient, saving money for owners and occupiers over the building lifetime, and creating a healthier living environment. They also have higher occupancy rates and resale values.

The LEED, Leadership in Energy and Environmental Design Green Building Rating System, is a third-party certification program to evaluate a building's sustainability performance. The Alberta branch of the Canada Green Building Council has a goal to certify 10,000 commercial or institutional buildings and 100,000 homes (10% of the national target) in Alberta by 2012) for LEED. However, although LEED is gaining popularity among Canadian municipalities and building communities, it is a new concept that Town staff and developers in Onoway are not yet accustomed to.

⁷ Leadership in Energy and Environmental Design: <http://www.cagbc.org/leed/systems/index.htm> (accessed on July 21, 2009)

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| Policy 76 | Liaise with other municipalities regarding LEED | Initiate conversations with staff and politicians from surrounding municipalities to reach a common consensus on the best ways to promote LEED-certified buildings and neighbourhoods, and to update staff on LEED matters. |
| Policy 77 | LEED-certified development | Encourage new development and Area Structure Plans to become LEED certified, identifying the benefits to the developer and future owners/occupiers. |
| Policy 78 | 'Sustainable' development incentives | In the future, consider introducing incentives to incorporate sustainable elements for building construction, such as water conservation, energy efficiency, sustainable materials and indoor environmental quality. |

Objective 15 Ground contaminations from past land uses should not be a risk to human health or environmental quality.

In the past, Onoway has had agricultural, industrial and commercial land uses that have contaminated the soil. While a number of sites are known locally to be contaminated, the extent of this contamination and the potential risks to human health and environmental quality have not been investigated.

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| Policy 79 | Phase I Environmental Site Assessment (ESA) before land purchase | Encourage all potential purchasers of property in the Town to investigate past land uses of the property and potential contamination through a Phase I Environmental Site Assessment. If applicable, purchasers should require Alberta Environment certification of any contamination that may exist before purchasing the property and the associated liability for clean-up. |
| Policy 80 | ESA for at-risk land | May require an Environmental Site Assessment (Phases I to III as applicable) as conditions of re-districting, subdivision and development permits. |
| Policy 82 | Soil contamination cleaned up before development | May set conditions on development permits for properties with potential ground contamination to clean up the site to avoid potential risks to human health and environmental degradation. |
| Policy 83 | Remediation of soil contamination | Town to encourage sealing or remediation options with landowners for properties known to have contamination. |

Policy 83A Contamination study

Consider commissioning studies to determine the extent, risk, and containment/remediation options of soil, ground or water contamination where feasible if it has spread beyond the contaminated property boundary onto Town property.

5 Utilities and Infrastructure

Objective 16 The transportation network in the Town is efficient, effective and safe.

Like many municipalities, the Town has an aging infrastructure of roads and utilities that pose financial challenge to maintain and upgrade them. They are a key part of the residents' quality of life. The transportation network is generally regarded as safe and effective, however there are a few areas where safety concerns have been raised.

- Policy 84 **Figure 4** Use Figure 4 as a guide for future road development.
- Policy 85 **51 Avenue traffic study** Commission a traffic study of pedestrian and vehicle movements around 51 Avenue and the school area, with recommendations on how to manage these movements to minimise safety concerns.
- Policy 86 **49 Street rail crossing lights** Investigate installation of traffic control arms at the 49th Street rail crossing to notify cars and pedestrians when a train is approaching.
- Policy 87 **Large cracks and potholes** Upgrade sidewalks and roads that are heavily cracked and potholed.
- Policy 88 **Road standards** Use minimum right-of-way dimensions and standards for all new arterial roads, collector roads, service roads, local roads, intersections and sidewalks. Continue Council discretion to vary these minimum standards for specific circumstances.
- Policy 88A **Road upgrade financing** The road improvement cost is financed by:
- a. local improvement tax for a residential street; or
 - b. local improvement tax or a combination of the provincial grant and local improvement tax for a collector or arterial road.
- When the local road created as a result of a new development intersects with the highway, the developer is financially responsible for the improvement.

- Policy 89 **Link trails with parks** Incorporate non-motorised trails designed within major subdivisions (particularly in residential and commercial developments) with municipal parks, environmental reserves, and the indicative trail network shown on Figure 5.
- Policy 90 **More economical road construction** Investigate construction and maintenance methods for paved roads that have less long-term cost to the Town.
- Policy 91 **Retain rail crossings** Support the retention of the existing rail line crossings within Onoway, including the crossing on the Town's eastern boundary.

Also refer to: Policy 20

Objective 17 The Town is fully serviced by modern communication technology.

As communication technology becomes more integral to everyday life, the Town should keep pace with the changes. A functional, modern, comprehensive communication network encourages people and businesses to locate in the Town, and keeps them in touch with the rest of the world.

- Policy 92 **Wireless across Town** Over the long-term, extend modern wireless services, or capacity for it, across the Town. This should not increase the net municipal tax burden on existing residents.

Objective 18 All town residents have a potable, palatable and reliable water supply.

The Town's existing well and reticulation network can supply water for additional residents. However elements of the pipe network in the older parts of town are past their design lifespan and are starting to fail. The water is potable but may need to be upgraded as water quality standards become more stringent. A major upgrade to the Town's water treatment plant and distribution network was completed in 2008.

- Policy 93 **Figure 8** Install and upgrade the water network to be consistent with Figure 8.
- Policy 94 **Water supply** Establish a water supply that will cater for Town growth for at least the next ten years. This may be a regional water supply if it is more efficient and reliable than the existing well.
- Policy 95 **Water meters** Require water meters for new development to allocate water costs based on water use.

- | | | |
|---------------------|---|---|
| Policy 96 | Oversize water/sewer mains | Consider the expected population growth of Onoway when sizing water and sewer mains, and oversize appropriately, allowing developers to recover costs from future development. |
| Policy 97 | Lot connection to water/sewer lines | When a subdivision is developed, require the developer to provide water and sewer lines according to the Town's Engineering design standards. |
| Policy 98 | Connection to municipal utilities | New lots created through subdivision should be connected to municipal utilities where available. |
| Policy 99 | Background engineering | Consider requiring the preparation of servicing concept plans, detailed geotechnical studies and/or site grading plans prior to approval of an area structure plan, outline plan, subdivision plan or development at the developer's cost. |
| Objective 19 | All town residents have an efficient, effective and reliable wastewater network and treatment system with minimal adverse environmental effects. | |
| | | The Town's wastewater is fully reticulated and treated by facultative ponds outside the Town boundaries. This is sufficient for the Town at this stage, though regular upgrades are needed so the system remains effective. A major improvement to the Town's sewer network was completed in 2008 along the main outfall line along Lac Ste. Anne Trail to the lift station. The lift station upgrade is scheduled to be completed in 2010. |
| Policy 100 | Figure 9 | Install and upgrade the sanitary sewer network to be consistent with Figure 9. |
| Policy 101 | Wastewater treatment upgrades | Plan for gradual, incremental improvements to the wastewater treatment plant and ponds to ensure that environmental standards are met, and exceeded where practicable. |
| Also refer to: | Policies 96 - 99 | |
| Objective 20 | Surface water runoff is managed in an efficient manner with minimal adverse effects. | |
| | | Surface water runoff is never seen as an issue until it is not channelled properly and causes ponding or erosion. Regular monitoring and repairs to problem areas are important to ensure that rainwater and snow melt flows where it is supposed to. Urban design techniques and new materials can minimise the rate and volume of surface water runoff to be managed. |

Policy 102 **Surface grading policy** Develop or amend a bylaw or Council policy to manage final surface grading and water runoff from individual lots.

Policy 103 **Town drainage plan** Commission an overall Town drainage plan and improvement study, so the Town knows where water is flowing and the pressure points that need infrastructure investment in the future.

Objective 21 The Town has an efficient waste disposal network that is tidy, sanitary, and conserves resources.

Onoway has been a leader in recycling waste. The municipal targets to reduce waste by 50% set by the provincial government were met well before the deadline. Onoway has five separate forms of waste management: compost of organic waste, recyclables (paper, glass, plastic, tin/aluminium), hazardous (toxic roundup every year), electronics (regular clean-up days), and remaining waste to landfill. Compost, recycling and garbage collection are curbside services, with the option to use a regional disposal centre. The Town also has an oil bin and a bottle drop-off centre.

Policy 104 **Regional landfill** Continue the Town's agreement to jointly operate the regional landfill site.

Policy 105 **Re-use and recycle waste**

- a. Continue the high level of reuse and recycling of household and business waste;
- b. Decrease the waste disposed to landfill where practicable; and
- c. Continue holding annual toxic waste roundup events.

6 Town Administration

Objective 22 The municipal tax on residents and businesses is not excessive.

Municipal taxes are necessary to provide various Town services. Many town residents are concerned about significant municipal tax increases. The preference is for consistent tax levels rather than an increase in the level of provided municipal services.

Policy 106 New development pays for new services New services that are requested or required by new development should be paid for by the development and/or the future users. This includes full municipal services to the satisfaction of the Town.

Policy 107 User-pays The user-pays principle for Town services should be used where appropriate and where low-income users are not disadvantaged.

Policy 107A Cost sharing with the residents Residential streets should be upgraded when the majority of the residents on the street agree to pay the local improvement tax for the cost of upgrades.

Also refer to: Policy 65

Objective 23 Good communication links between the Town administration, residents and businesses

Onoway's municipal staff is accessible for residents and businesses. Communicating municipal business effectively to Town residents is always a challenge, as much of the work done is invisible unless changes affect a resident directly and quickly.

Policy 108 Town media updates Maintain regular media updates on actions taken by the Town.

Policy 109 Response time to queries Aim to give an initial response to queries from the public or businesses within two business days from when the query was made.

Also refer to: Policies 45, 48.

7 Links with Other Municipalities

Objective 24 Coordinated land use, future growth patterns and infrastructure with Lac Ste. Anne County.

The Act requires the Plan to address coordination of land use, future growth patterns and other infrastructure with adjacent municipalities, as there is not yet any Inter-municipal Development Plan between the Town and Lac Ste. Anne County.

Annexation of land near the Town can only realistically happen on rural land that has not yet been significantly subdivided, and where urban utilities can be efficiently provided.

Policy 110 Town extension towards highways

Any extension of the Town boundaries through annexation, if it occurs, should be towards Highways 43 and 37. Annexation to the east should only be undertaken in order to provide additional land for industrial purposes.

Policy 111 Inter-municipal development coordination (Figure 7)

Develop an inter-municipal development plan⁸ with Lac St. Anne County for the 'fringe' land areas adjacent to Onoway as set out in Figure 7. The Inter-municipal Development Plan should include policies covering, but not limited to, the following matters:

- a. Future extension of Town boundaries towards Highways 37 and 43, and other areas as appropriate.
- b. Subdivision and/or servicing of land adjacent to the Town triggering an annexation process.
- c. Off-site levies charged on land that may be annexed into Onoway in the future.
- d. Management of Lac Ste. Anne Trail into Onoway from Highway 43, and Onoway signage along that stretch of road.
- e. Appropriate land uses within the fringe land areas around Onoway.
- f. Management of Salters Lake for recreational purposes.
- g. Inter-connection of non-motorised and motorised recreational trails in Onoway with

⁸ In accordance with section 631 of the Act.

County trails.

- h. Gravel deposits surrounding Onoway that are available for mining.
- i. The CN Rail lands.
- j. Floodplain study for Onoway Creek.

- | | | |
|------------|--|--|
| Policy 112 | Serviced industry to be within the Town | Distinguish Lac Ste. Anne's future industrial areas near Onoway as suitable for large lot non-serviced or self-serviced industry (water, wastewater) and request that serviced industry be directed within Onoway's boundaries where possible. |
| Policy 113 | Urban land use to be within the Town | Encourage proposed urban uses of land within 3.6 km of Onoway, such as residential, commercial and industrial development, to locate in Onoway rather than in nearby rural land, to make municipal services more cost-effective. |
| Policy 114 | Development applications to Lac Ste. Anne County | Refer development applications that the Development Officer deems may affect Lac Ste. Anne County to that County's administration for review and comment. |
| Policy 115 | Plans to Lac Ste. Anne County | Refer relevant land use plans, bylaws and area structure plans to Lac Ste. Anne County for its review and comment. |
| Policy 116 | Communication with Lac Ste. Anne County | Communicate with Lac Ste. Anne County on issues of common interest such as infrastructure, drainage, environmental protection, economic development, recreational opportunities and community services. |
| Policy 117 | Review the applications from Lac Ste. Anne County | Provide response to referred development and statutory plan amendment applications from the Lac Ste. Anne County. |
| Policy 118 | Industrial areas to be downwind of the Town | Discourage industrial development that causes dust or smell to locate downwind within the fringe area. |

Also refer to: Objective 11, Policies 65, 69

8: Implementation

1 Use of the Plan

The Plan outlines what the Town wants for its future and how it will achieve this future. The Town of Onoway will use the Plan to direct land use planning and development policy and actions. The Plan also contains other matters, from economic development to recreation planning. As a result, the Municipal Development Plan will serve as the Town's principal long range statutory plan.

2 Plan Implementation Documents

Council will implement the Plan primarily through the following documents:

- Land use bylaw
- Development permits
- Subdivision permits
- Area structure plans
- Area redevelopment plans
- Outline plans
- Development agreements
- Council decisions
- Operation of Council boards and committees

The Land Use Bylaw and the Plan were reviewed together in 2008 and 2009 to ensure agreement between them, and to provide a comprehensive system for planning and development control in Onoway. Some developments do not need a permit as defined by the Bylaw. All other uses and developments in the Town require a development permit.

In accordance with the Act, subdivision approvals issued by the Town of Onoway Subdivision Authority must conform to the Plan (and any other relevant statutory Plan) and must comply with the Bylaw.

Area structure plans describe the sequence of development, the land uses proposed for the area, the proposed population density, the location of transportation routes and public utilities, and any other matters prescribed by Council. An area structure plan should be adopted by Council prior to subdivision or development of the land larger than 30 ha. No area structure plan has been adopted at the time of the Plan adoption.

Area redevelopment plans designate a "redevelopment area" for the purpose of preserving, improving, relocating, removing or constructing buildings, roads, public utilities and other services. There are no area redevelopment plans as of October 2008.

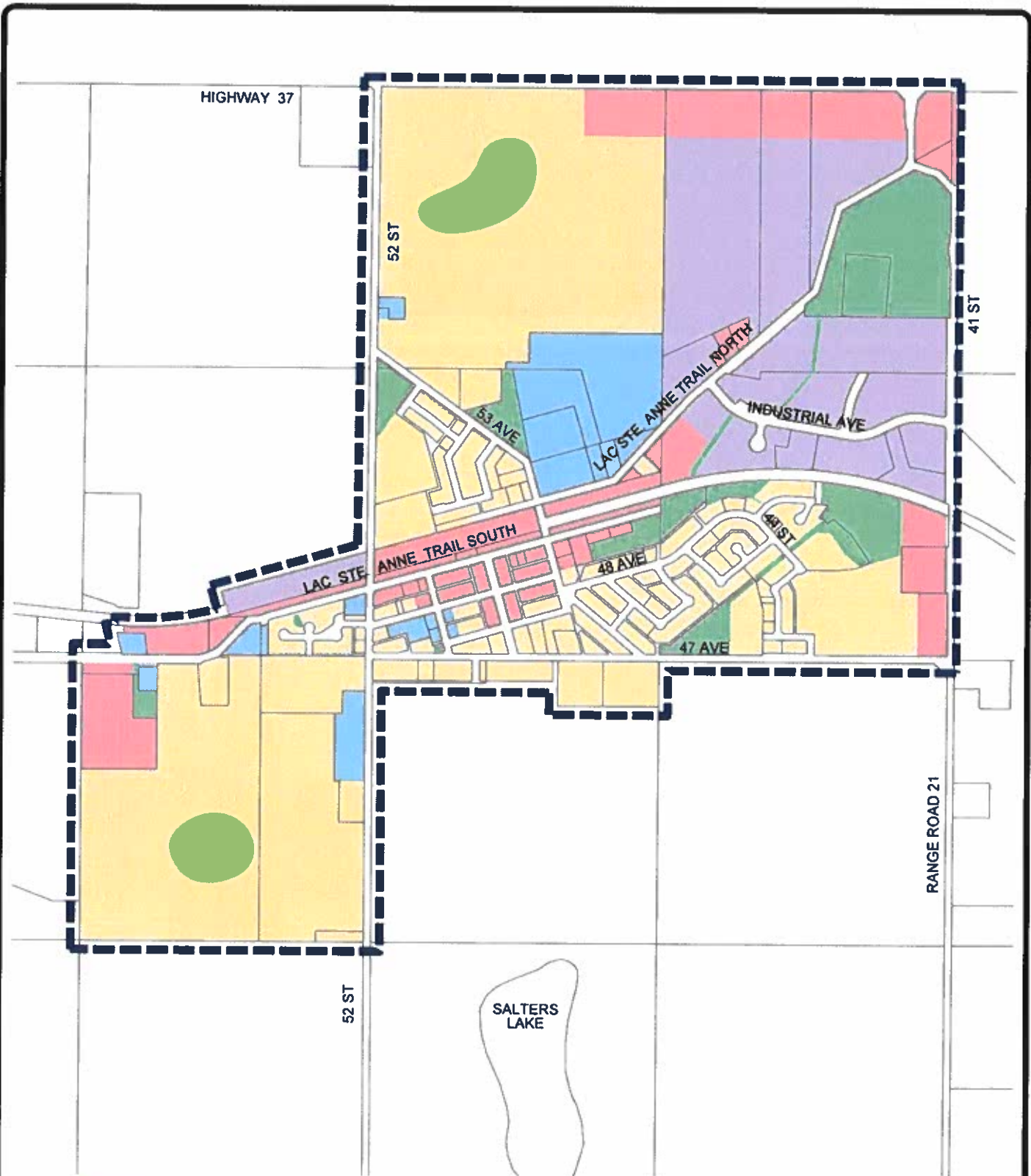
Development agreements and outline plans are used to ensure that a development will meet the objectives and policies in the Plan, and the conditions set out for specific uses and districts in the Bylaw. Through the development agreement, the Town will ensure that development in Town is constructed to the proper standard. Development agreements and outline plans, if used, will be derived through negotiation between the Town and the developer, and will be specific to each development or area.

9: Monitoring and Review

Because of the broad impact of the Plan on land use planning and development, and on Town actions in general, it is essential that the document be continuously monitored so it remains an effective tool for guiding the Town's growth. Although the Plan is written to respond to development foreseen within the next ten years, conditions may rapidly change within this timeframe.

With this in mind, Town administration will prepare a report for Council every three years that describes how proposed developments have aligned with the Plan and suggest any need for changes to the Plan. Similarly, Town administration will keep an overview of the various committees and boards created by Council's authority to ensure that they are adhering to the Plan's policy direction, and that such direction continues to be appropriate.

A general review of the Plan should take place within the next ten years. However, Council will be prepared at any time to consider proposed amendments to the Plan in order to deal with unanticipated circumstances.



- Residential
- Commercial
- Industrial
- Parks & Recreational
- Institutional

FIGURE 3
FUTURE LAND USE
 TOWN OF ONOWAY
 MUNICIPAL DEVELOPMENT PLAN

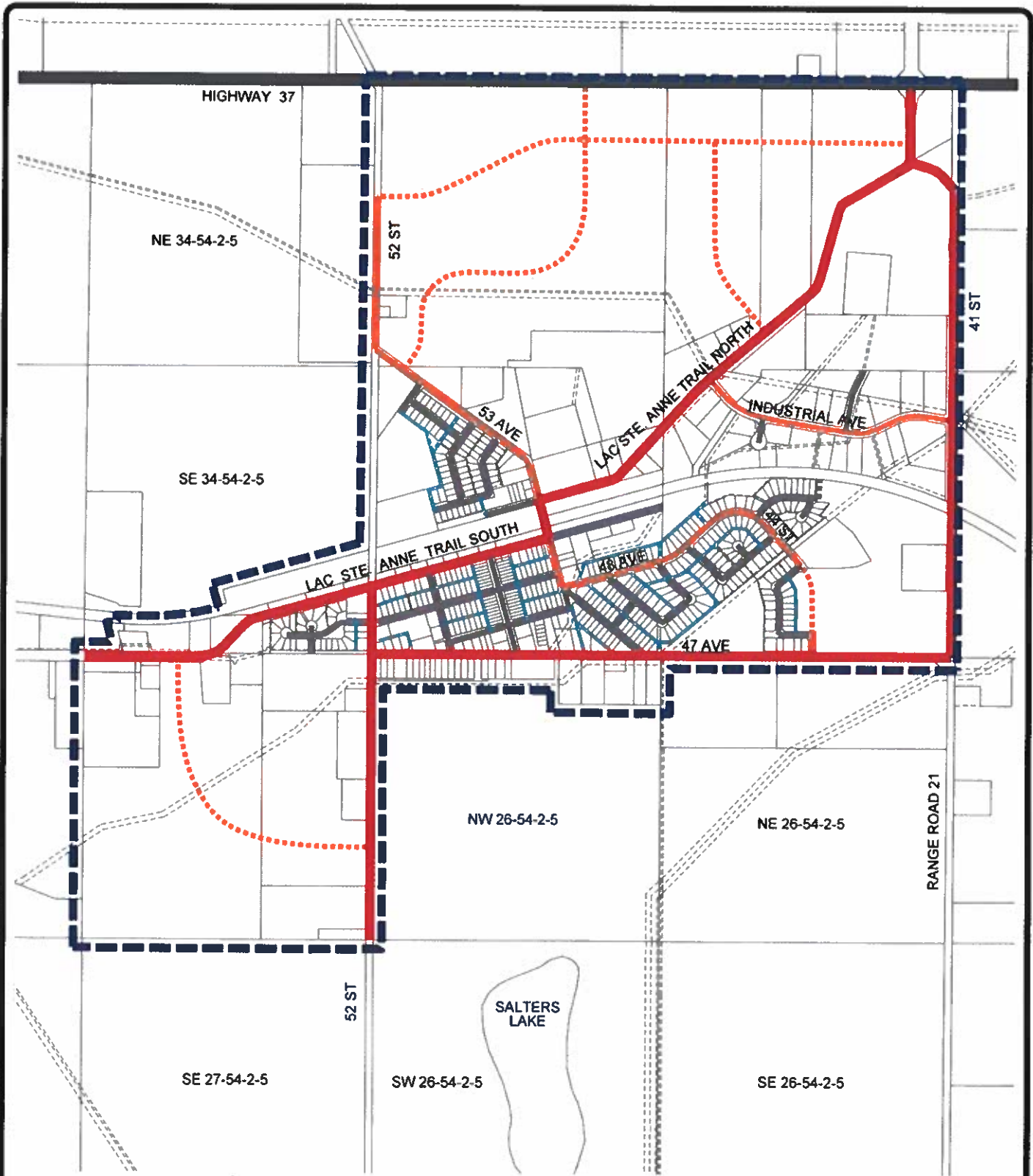


FIGURE 4
ROAD HIERARCHY
 TOWN OF ONOWAY
 MUNICIPAL DEVELOPMENT PLAN

	Existing	Proposed
Highway		
Arterial Road		
Collector Road		
Local Road		
Alley		

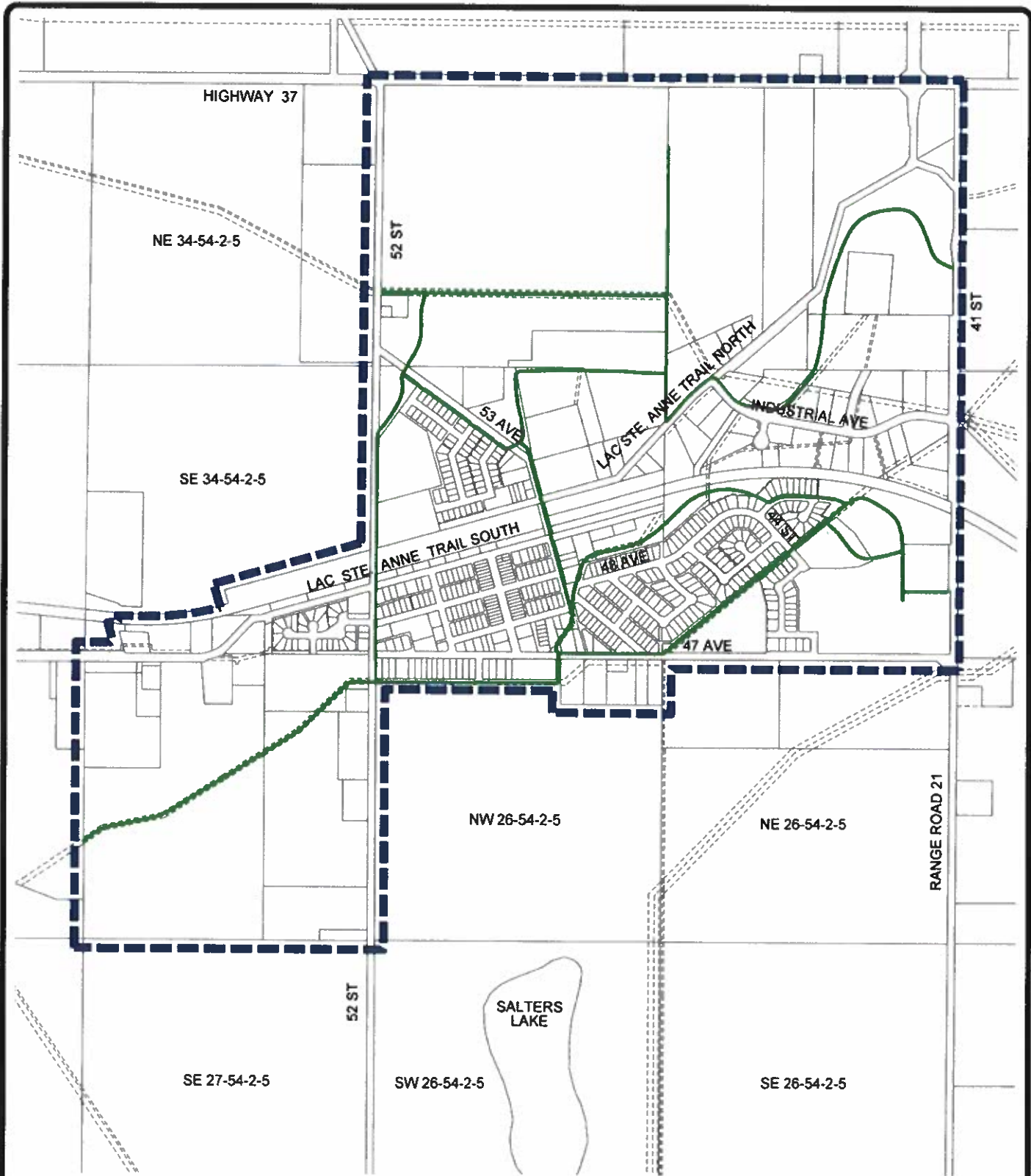


FIGURE 5
FUTURE WALKWAY NETWORK
 TOWN OF ONOWAY
 MUNICIPAL DEVELOPMENT PLAN

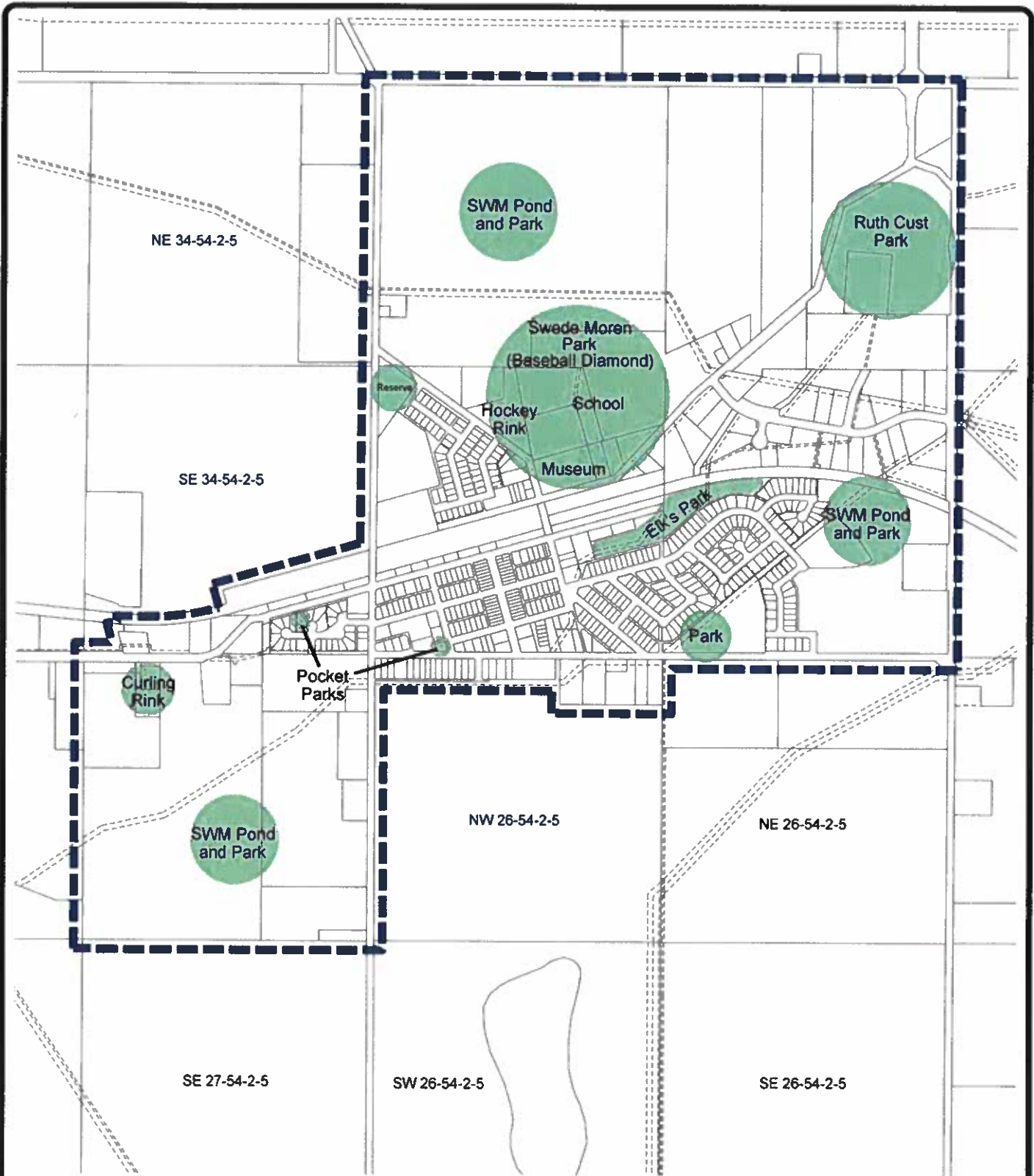


FIGURE 6
PARKS AND RECREATION
 TOWN OF ONWAY
 MUNICIPAL DEVELOPMENT PLAN

SWM: Storm Water Management facility

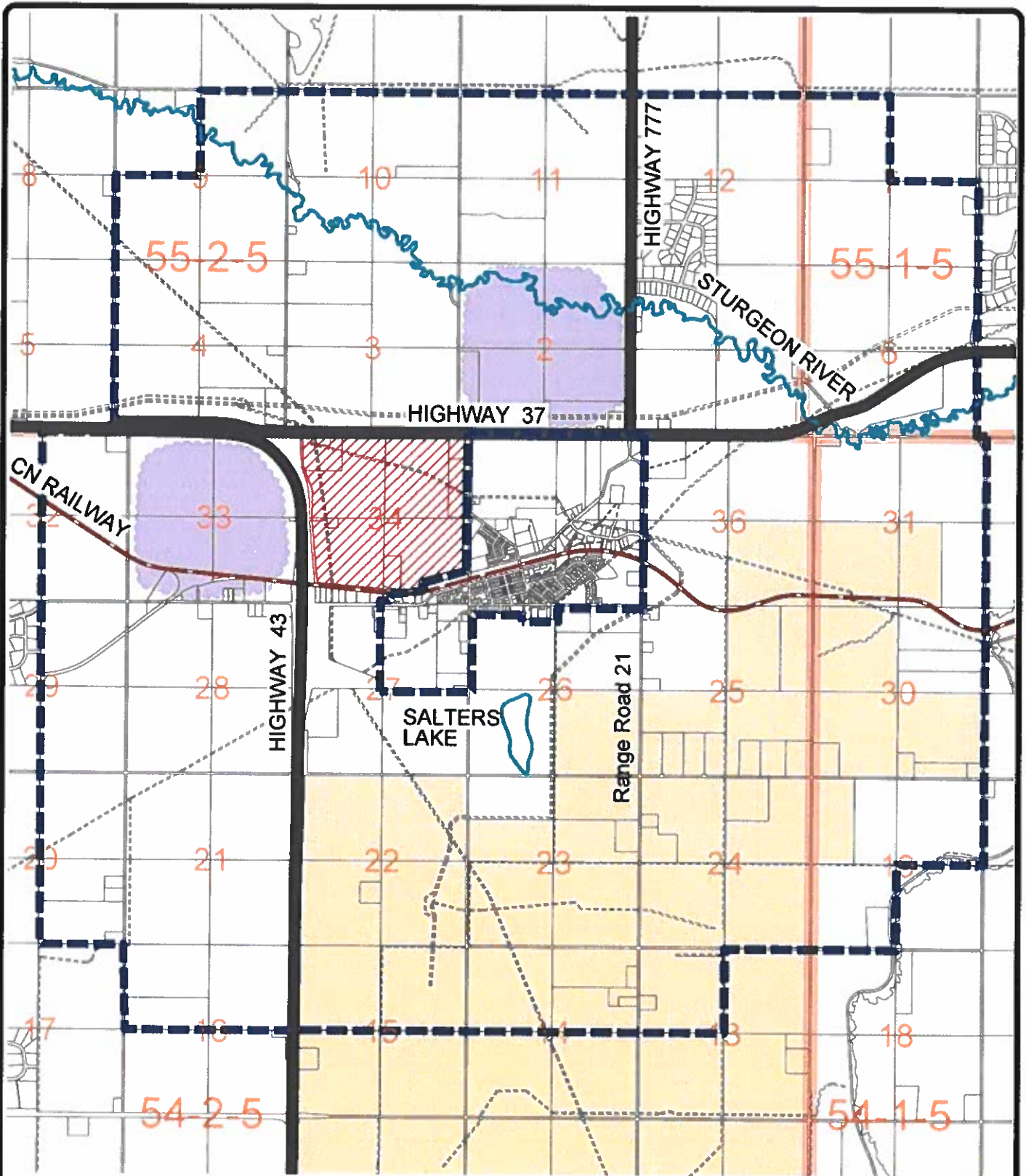




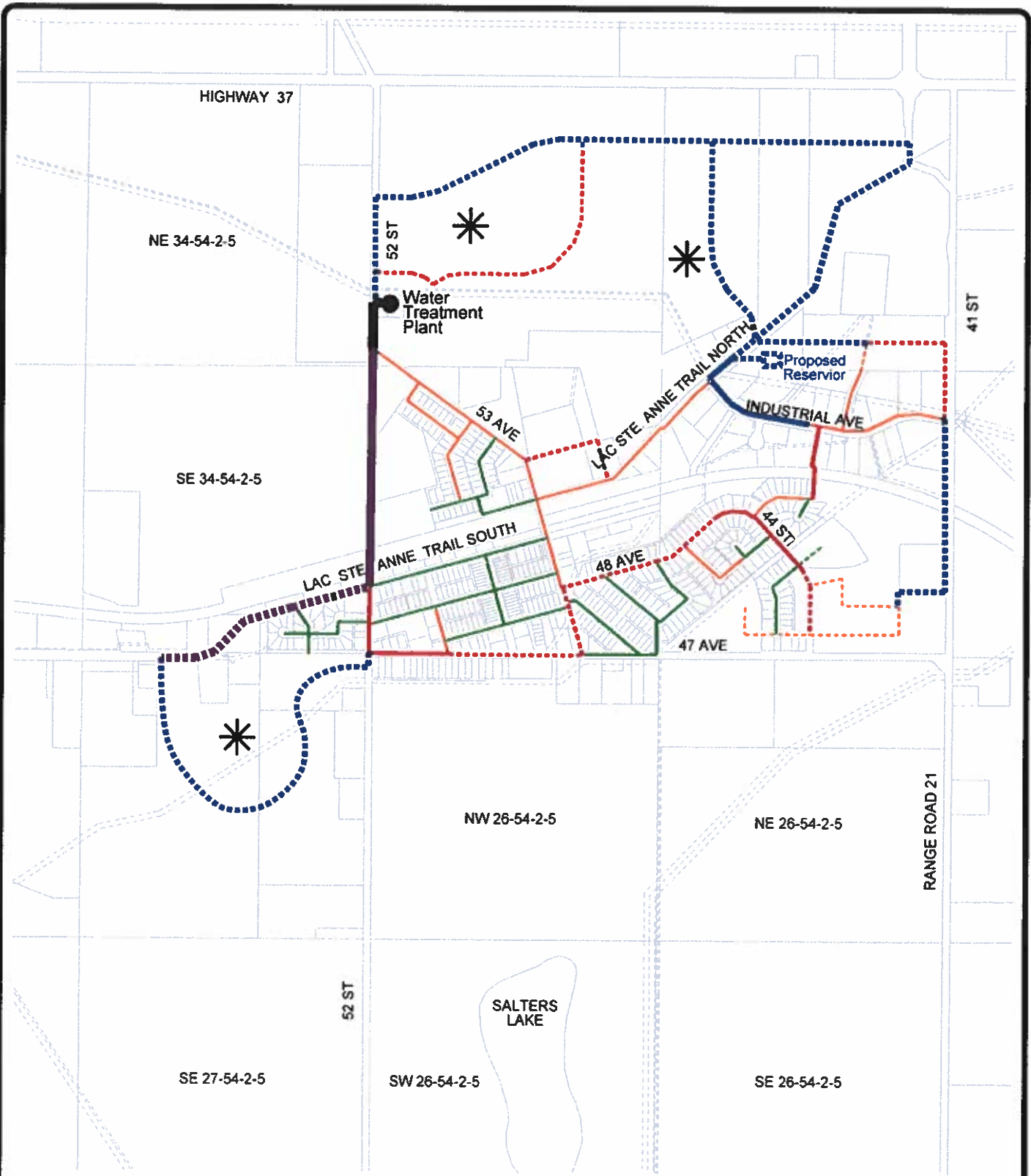


FIGURE 7
URBAN FRINGE LANDS
 TOWN OF ONOWAY
 MUNICIPAL DEVELOPMENT PLAN

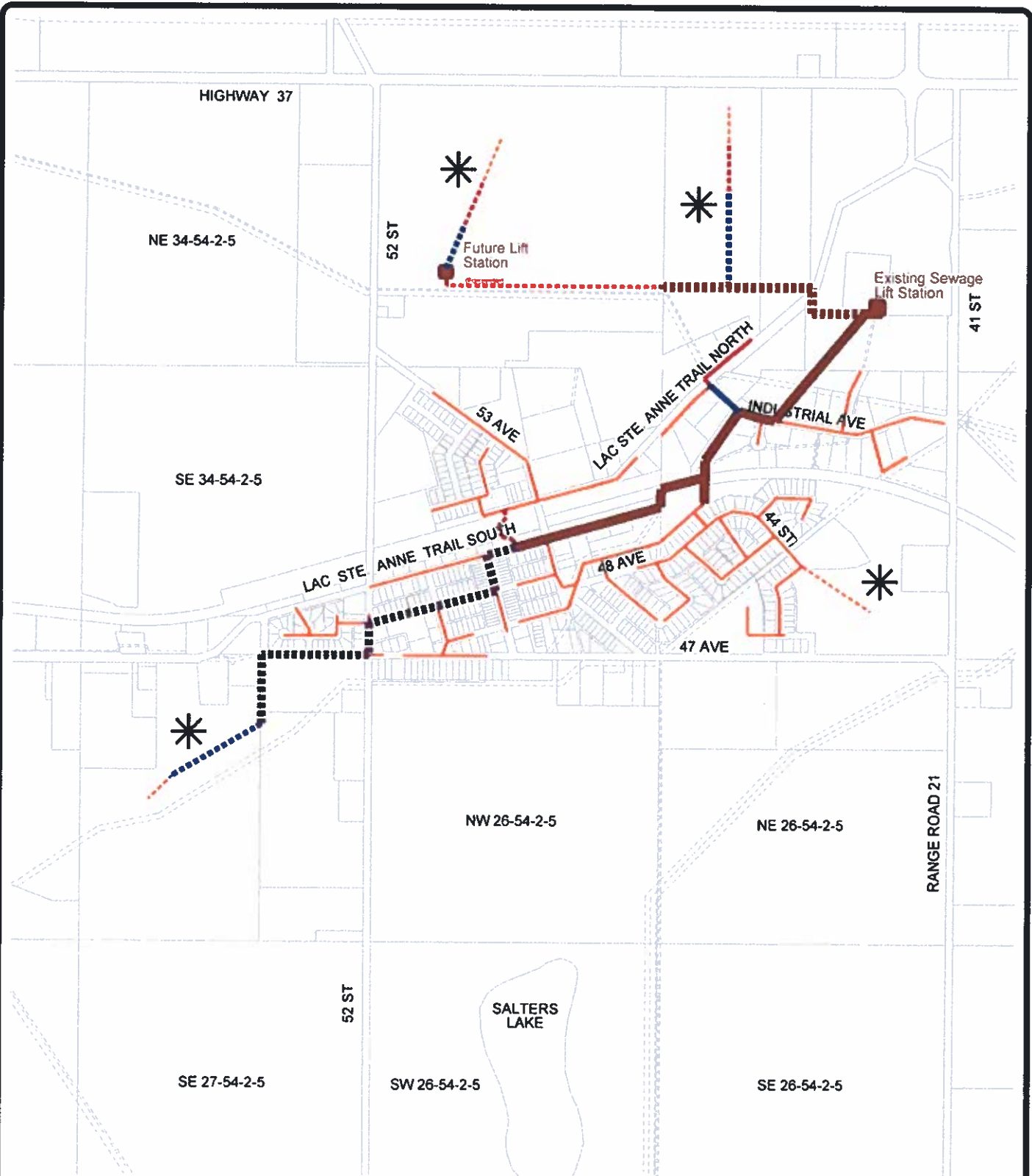
-  Fringe Lands Boundary
-  Town Expansion Potential
- Lac Ste. Anne MDP Designations**
-  Future Industrial - Independent Services
-  Discretionary Gravel Extraction Area



Pipe Diameter	Existing	Proposed
150mm		
200mm		
250mm		
300mm		
350mm		
400mm		

* Area Awaiting Detailed Engineering Design

FIGURE 8
WATER DISTRIBUTION
 TOWN OF ONOWAY
 MUNICIPAL DEVELOPMENT PLAN



Pipe Diameter	Existing	Proposed
200mm		
250mm		
300mm		
375mm		
450mm		

* Area Awaiting Detailed Engineering Design

FIGURE 9
SANITARY SERVICING
 TOWN OF ONOWAY
 MUNICIPAL DEVELOPMENT PLAN

Schedule A

Crime Prevention Through Environmental Design

There are numerous principles of Crime Prevention Through Environmental Design (C.P.T.E.D.) The basic criteria are:

Awareness of the Surrounding Environment. People should be able to see and understand the surrounding environment through unobstructed sightlines, adequate lighting and avoidance of hidden spaces.

Visibility by Others. Create the ability to be seen by others and create a sense of ownership through maintenance and management of the built environment.

Finding Help. The ability to communicate, find help or escape when in danger through improved signs and designs.

Sightlines. The inability to see what is ahead along a route due to sharp corners, walls, earth berms, fences, bushes or pillars is a serious impediment to the feeling of being safe. Large columns, tall privacy fences, overgrown shrubbery and other thick barriers adjacent to pedestrian paths could shield an attacker. Dense landscape screens, insets adjacent to paths and long fences that cut off a way to escape a place could act as entrapments.

Guidelines for Sightlines:

- Design Visibility - The design of the built environment should allow for clear sightlines.
- Modify Sightlines - Sharp "blind" corners should be avoided, especially on stairs or corridors.
- Problematic Spaces - Visibility should be taken into account when designing or planning spaces where risk to personal safety is perceived to be high.
- Future Sightline Impediments - Landscaping should be planned and trimmed along walkways to maintain an unobstructed view.

Lighting. Sufficient lighting is necessary for people to see and be seen. Light affects human behavior. Too much, too little or coloured light has different effects. It takes a few seconds to adapt to a change in light intensity and light colour. Lighting must be planned and evaluated in terms of the use and behaviour it promotes or deters.

Guidelines for Lighting:

- Minimum Standards - Pedestrian walkways, back lanes and access routes open to public spaces should be lit so that a person with normal vision is able to identify

a face from a distance of 15 m. Inset spaces, signs, entrances and exits should be lit.

- **Necessity of Lighting/Improper Lighting** - The paths or spaces not intended for night time use should remain unlit to avoid giving a false sense of security or impression of use.
- **Consistency of Lighting** - Lighting should be uniformly spread to reduce contrast between shadows and illuminated areas.
- **Designing for Night Time Use** - Project proposals should take into account the night time use of outdoor spaces by specifying the type, placement and intensity of lighting.
- **Protection of Lighting** - Light fixtures should be protected against casual vandalism.
- **Placement of Lighting** - Lighting should also be directed on the walkways and possible entrapment spaces rather than on roads only.
- **Maintenance** - Bushes and trees that block the light should be trimmed. Lighting fixtures should be maintained in a clean condition and promptly replaced if burnt or broken.

Predictable Routes. Predictable routes offer no alternative for pedestrians. An attacker can predict where pedestrians will end up once they are on the path.

Guidelines for Predictable Routes:

- **Visibility of Predictable Routes** - If there is a need for the predictable route, it should be designed to incorporate visibility.
- **Location of Predictable Routes Near Entrapment Spots** - If there is an entrapment spot or isolated area within 50 to 100 m of the end of the predictable route, it should be modified or eliminated.
- **Natural Surveillance** - Natural surveillance of the predictable route should be encouraged.
- **Sightlines** - If a pedestrian cannot see what is on or at the end of a predictable route, the visibility should be increased by lighting and/or the use of a reflective surface such as mirror.
- **Lighting** - Predictable routes should be adequately and uniformly lit.
- **Access to Help** - Emergency telephones, intercoms, security alarms should be added to predictable routes and the means to summon help well signed.
- **Alternative Route Sign** - An alternative well-lit and/or frequently travelled route should be signed at the entrance.

Entrapment Spots. Entrapment spots are small, confined areas near or adjacent to well-travelled routes that are shielded on three sides by some barriers, such as walls or bushes.

Guidelines for Entrapment Spot:

- **Elimination of Entrapment Spot** - If there is an entrapment spot adjacent to a main pedestrian route i.e., hidden area below or above grade, private dead alley, walled area or storage area, it should be eliminated.
- **Closing of Entrapment Spot in Off Hours** - If elimination of an entrapment spot is not possible, it should be locked or closed during off hours. For instance, a pedway connection to a locked building should be locked as well.
- **Visibility** - It is preferable to have natural surveillance. However, if an entrapment area is unavoidable, the area should be well lit and preferably employ formal surveillance.
- **Escape Route and Help** - Design should provide for an opportunity to escape and find help.

Isolation. Most people feel unsafe in isolated areas especially if people judge that signs of distress or yelling will not be seen or heard. People may shy away from isolated areas and in turn such places could be perceived even more unsafe.

Guidelines for Isolation:

- **Natural Surveillance of Isolated Routes and Public Spaces** - Blank façades or buildings set far back at street level should be avoided as they can create a sense of isolation.
- **Problematic Routes** - Isolated routes to and from parking lots or parkades should preferably be overlooked by surrounding buildings. Provide parking so that there is natural surveillance from the occupants of the buildings or surrounding areas.
- **Formal Surveillance** - Telephone, emergency telephone or panic alarm should be adequately signed.
- **Increasing Activities** - Compatible land use and activity generators create activities, thereby allowing visibility by others.

Source: Town of Bonnyville Municipal Development Plan, 2005

More detailed information can be found in:

“Design Guide for a Safer City”, City of Edmonton Planning & Development (1995)

“Calgary Safety Audit Handbook”, City of Calgary.

Creating Safer Communities: An introduction to Crime Prevention Through Environmental Design (CPTED) for architects, planners, and builders (<http://www.rcmp-grc.gc.ca/pdfs/cpted.pdf>)

Schedule B

Objectives and Issues

The following is the list of issues raised throughout the process of the Plan development. They are organized according to the Development Objectives and Policies.

1 Form and Function of the Town

Objective 1 A small-town feel in a quiet rural environment.

Issue 1 Without specific policies in this Plan and rules in the Bylaw, unplanned urban development may diminish Onoway's cohesive, small-town feel.

Issue 2 Subdivision of land into large residential lot sizes makes Town infrastructure more costly per resident, increases the cost of lots, and discourages residential development.

Objective 2 The Town is a visually and aesthetically pleasing place to live and visit.

Issue 3 While a beautiful town is good for business, lifestyle and the environment, parts of the Town have minimal landscaping.

Issue 4 Multi-family residential buildings may promote absentee landlords who do not tend to maintain the property.

Issue 5 Sign placement needs to be managed to maintain a tidy environment.

Objective 3 The Town's urban areas are kept safe and orderly for everyday living.

Issue 6 Structures and dense vegetation located near street corners can interfere with sight lines for drivers within the Town.

Issue 7 Some parks are poorly designed and host vandalism, drug use, drunkenness, and anti-social behaviour.

Issue 8 Perceived low police coverage of the Town results in people sometimes feeling unsafe at night.

2 Land Use Districts and Development

Objective 4 Minimal development conflict between different land uses.

Issue 9 Some industrial and commercial practices can generate adverse noise, light, odour, traffic and other effects on neighbouring residences within the vicinity.

- Issue 10 Tanks and industries with hazardous materials are sited close to residential and future residential areas. Specific setbacks restrict future residential development in the southeast corner of the Town's undeveloped land.
- Objective 5 A wide range of residential options allows for population growth in the Town.**
- Issue 11 There is a lack of alternative options to single detached houses to suit the variety of living situations in the Town.
- Objective 6 The Town, in particular the downtown area, is a vibrant retail and service centre for the Town and surrounding rural community.**
- Objective 7 A wide range of services and facilities that support the Town and surrounding rural community are located in the Town.**
- Issue 12 Because of their larger trade area populations, Barrhead, Stony Plain, Spruce Grove and the City of Edmonton are all able to offer higher order goods and services than can Onoway. This results in expenditure leakages from the Onoway area.
- Issue 13 Despite Onoway's slogan and its close proximity to Highways 37 and 43, the Town and its services are not easily visible from the Highways.
- Issue 14 The town centre does not have a large concentration of compatible and complementary businesses and services.
- Issue 15 The Town relies on cooperation of existing businesses to enhance the downtown area and create interest for local residents.
- Objective 8 Existing and new industrial and commercial businesses continue to grow, providing employment opportunities for residents in the Town and surrounding area.**
- Issue 16 The Town does not have easily-developable land to accommodate industrial growth.
- Issue 17 The Town currently lacks specific policies to encourage business development.
- Issue 18 Scattered subdivisions and development within Onoway's 'fringe' lands is negatively affecting the viability and practicality of future land annexation.
- Issue 19 Onoway is situated largely out of sight of Highway 43 traffic, which makes the attraction of traffic from the highway more difficult.
- Issue 20 Onoway is competing with other small towns within proximity to Edmonton, and Edmonton itself, for business to relocate and stay in Onoway.
- Objective 9 Industrial areas are tidy, orderly and operate efficiently.**

Issue 21 While they provide jobs and economic growth to the Town, by their nature many industrial land uses have the potential to disrupt or disturb residents and neighbouring businesses if appropriate constraints are not in place.

3 Community Services

Objective 10 Recreational, educational and cultural areas and facilities are appropriately located and are designed to meet the Town and rural community's needs and aspirations.

Issue 22 Onoway has fewer, less equipped recreational, educational and cultural areas and facilities than larger towns and cities.

Issue 23 The Town lacks a variety of after-school activities for youth. There may be a risk of anti-social behaviour if social options are not provided. Both facilities and programs are lacking.

Issue 24 The Town is unable to afford the construction and upkeep of infrastructure and facilities that would enhance the Town's recreational, educational and cultural opportunities. Older community playground equipment may need to be upgraded.

Issue 25 Existing parks are not well used by residents.

Issue 26 The old school site is mostly unused as of 2008.

Issue 27 Off-road vehicles are commonly used in the Town, disrupting the peace of some residents. However they are seen by others as a key benefit of living in a small town in a rural environment.

Objective 11 Recreation and cultural activities are coordinated with Lac Ste. Anne County.

Issue 28 Smaller communities and rural residents near Onoway rely on Onoway's facilities, although they may not contribute through property taxes to their upkeep.

Issue 29 Local programs for recreation may overlap with similar efforts being expended by Lac Ste. Anne County.

Objective 12 A multi-use, non-motorised trail network is developed over time in the Town.

Issue 30 The Town does not have an integrated non-motorised trail network.

Issue 31 A linked non-motorised trail network away from roads would require some access through private land and outside the Town boundaries.

4 Environmental Management

Objective 13 Onoway Creek's opportunities and risks are effectively managed.

- Issue 32 Some existing and future development near Onoway Creek may be at risk from flooding during a very heavy rainfall event.
- Issue 33 Parts of Onoway Creek are overgrown with weeds and contain garbage.
- Objective 15 Ground contamination from past land uses should not be a risk to human health or environmental quality.**
- Issue 35 Contaminated land carries a number of risks: health risks for people using the land or disturbing it; environmental risks if the contamination is not bound in the soil and migrates to other properties, or if contaminated fill is carried to a new location; and liability risks for new landowners who did not cause the contamination.

5 Utilities and Infrastructure

- Objective 16 The transportation network in the Town is efficient, effective and safe.**
- Issue 36 Many roads are past their design lifespan and need maintenance to avoid expensive rebuild costs in the future.
- Issue 37 The rail crossing at 49th Street is frequently used but there are no warnings when trains cross the street.
- Issue 38 Heavy pedestrian and bicycle traffic around 51st Avenue and the school area when children walk and cycle to school is a safety risk.
- Objective 17 The Town is fully serviced by modern communication technology.**
- Issue 39 The Town cannot afford to install modern communication (wireless/satellite technology) across the whole town.
- Objective 18 All town residents have a potable, palatable and reliable water supply.**
- Issue 40 Residential water users were in effect subsidising commercial water users in the past, as commercial water use was much greater than residential water use per property.
- Issue 41 The Town's water supply treatment will need to be upgraded as water quality standards from Alberta Environment become stricter.
- Objective 19 All town residents have an efficient, effective and reliable wastewater network and treatment system with minimal adverse environmental effects.**
- Issue 42 Some sewer mains need to be upgraded or duplicated to handle the increasing waste streams.

Issue 43 The wastewater treatment plant and ponds will need to be upgraded in the future for the effluent discharge to meet environmental standards.

Objective 20 Surface water runoff is managed in an efficient manner with minimal adverse effects.

Issue 44 Some surface grading in the Town is causing water runoff into neighbouring properties.

Issue 45 The existing drainage network is old and parts of the network may need upgrading.

Objective 21 The Town has an efficient waste disposal network that is tidy, sanitary, and conserves resources.

6 Town Administration

Objective 22 The municipal tax on residents and businesses is not excessive.

Issue 46 Urban development is increasing the cost of municipal services.

Issue 47 Much of the existing utility infrastructure is aging and needs upgrading, especially in the older town area.

Issue 48 Many retirees and people on low incomes struggle with municipal tax increases.

Issue 49 Some residents feel they are paying taxes but receiving inadequate services. The Town lacks economies of scale to provide some services that residents expect.

Objective 23 Good communication links between the Town administration, residents and businesses.

Issue 50 Some residents and businesses feel that communication with the Town's administration could be improved.

7 Links with Other Municipalities

Objective 24 Coordinated land use, future growth patterns and infrastructure with Lac Ste. Anne County.

•





Town of Onoway

Box 540, Onoway, AB T0E 1V0

August 6, 2020

To Whom It May Concern:

Re: **Planning Grant – Green Municipal Fund's (GMF) Sustainable Affordable Housing Fund**

In reference to the above noted, I am pleased to provide a letter of support for the application that the Lac Ste. Anne Foundation is making through the Federation of Canadian Municipalities' GMF Sustainable Affordable Housing Fund.

We have been very fortunate in Onoway to have three facilities that are operated by the Lac Ste. Anne Foundation. These accommodations provide an affordable assisted living facility and much-needed low cost housing for our seniors from Onoway and area. One of the strengths of the Foundation is its reliance on volunteers to contribute to the community and to learn about seniors and housing issues.

On behalf of the Town of Onoway, I commend the Lac Ste. Anne Foundation for the leadership demonstrated by undertaking this initiative to study their current facilities, to conduct a needs assessment for future growth requirements in our communities, and engage stakeholders.

I consider this Planning Grant to be a worthwhile expenditure of funds and the Town urges the Federation of Canadian Municipalities to look favourably on the Lac Ste. Anne Foundation's application.

Yours truly,

Wendy Wildman
Chief Administrative Officer
Town of Onoway
/dg
c.c. Council

debbie@onoway.ca

From: cao@onoway.ca
Sent: July 29, 2020 2:27 PM
To: debbie@onoway.ca
Cc: 'Judy Tracy'
Subject: FW: Request for Municipal support

Deb – lets do up a letter of support and put on agenda for approval/ratification.

W

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

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From: Dena Krysik <dkrysik@lsaf.ca>

Sent: July 29, 2020 7:47 AM

To: Bernie Poulin <bpoulin@xplornet.com>; petersmyl@whitecourt.ca; Town CAO <cao@mayerthorpe.ca>; aboffice <aboffice@albertabeach.com>; cao@onoway.ca; Trista Court <tcourt@lsac.ca>; Ross Bohnet <rbohnet@lsac.ca>

Subject: Request for Municipal support

Good morning,

Please accept this email as a formal request to the Mayor and Council for your municipality to provide a letter of support to the Lac Ste. Anne Foundation regarding our intent to submit an application to the Green Municipal Fund's (GMF) Sustainable Affordable Housing fund for the purpose of obtaining a Planning Grant.

Planning grants are designed to assist housing providers to initiate more sustainable affordable housing projects in their communities. The ultimate goal of this offer is to help providers successfully develop outputs that may support applications for additional sources of funding for further development of energy efficient affordable housing projects, such as SAH's study grant or CMHC's Seed Funding.

The Lac Ste. Anne Foundation Board of Directors feel an overall assessment of our current portfolio as well as a needs assessment to determine future development in all communities we support is critical at this time.

This grant is intended to support the initial planning phase of projects through a variety of activities and based on the needs of the Foundation. Activities supported by the planning grant include:

- **Project initiation:** meetings, project scoping, work plan and timelines, background review, project visioning and goal setting;
- **Needs assessment:** evaluating housing stock, resident support, preliminary review of building opportunities;
- **Basic financial assessment:** review of current budget information, tasks and scope to assess magnitude of project costs and potential savings and funding sources;
- Stakeholder engagement activities;
- Support to identify qualified design consultants and contractors.

Thank you for your time and consideration to this request, if you have any questions, please feel free to contact me.

Dena Krysik

Chief Administrative Officer

Office: 780-786-3167 | Fax: 780-786-4810 | Cellular: 780-269-0084

4407 42A Avenue, Mayerthorpe, AB T0E 1N0

www.lsaf.ca



Dena Krysik

Chief Administrative Officer

Office: 780-786-3167 | Fax: 780-786-4810 | Cellular: 780-269-0084

4407 42A Avenue, Mayerthorpe, AB T0E 1N0

www.lsaf.ca



debbie@onoway.ca

From: cao@onoway.ca
Sent: July 29, 2020 2:53 PM
To: 'Jason Madge'
Cc: 'Heather Luhtala'; debbie@onoway.ca; finance@onoway.ca
Subject: FW: Municipal Stimulus Program Funding

Importance: High

Nice!!

Jason/Heather let's chat next week about this for Onoway.

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

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From: administration@wildwillowenterprises.com <administration@wildwillowenterprises.com>

Sent: July 29, 2020 1:49 PM

To: Wendy Wildman <cao@onoway.ca>; Dwight Moskalyk <ddm@kronprinzconsulting.ca>; Shelley Vaughn <shelley@onoway.ca>; Kristie <administration@kronprinzconsulting.ca>; svsunrisebeach@wildwillowenterprises.com; Island Lake <svislandlake@wildwillowenterprises.com>; administration@wildwillowenterprises.com

Subject: Municipal Stimulus Program Funding

Importance: High

Below is information on the Municipal Stimulus Program (MSP), an important note that we must commit our funding allocation to project(s) by October 1st, 2020. Projects CAN NOT already be accepted under MSI-Capital, these are to be **new projects, we can not cancel an already approved project under MSI-C and move it to MSP.** The funding then must be spent by December 31, 2021.

HIGHLIGHTS

Projects

- accepted projects are similar to what is accepted under MSI-C
- must be submitted by October 1st, 2020
- maximum of 5 applications
- total amount of funding must not exceed the allocation amount
- must be a project that would not go forward in the absence of support through this program
- construction must begin in 2020 or 2021

Red Tape Reduction

-must commit to submitting an annual Red Tape Reduction Report to indicate how we have made progress in at least one of the following areas including a qualitative description of specific actions taken:

- What steps have been taken to make it easier to start up a new business in the municipality?
- What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
- What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?

Funding

-time extensions for funding will not be granted

We will need to know our project listings soon as they will have to be applied for in the MAConnect system. Below are the allocations for each muni.

Onoway - \$122,316
Island Lake - \$32,102
Nakamun Park - \$16,411
Silver Sands - \$24,019
South View - \$12,964
Sunrise Beach - \$21,047
West Cove - \$22,711
Yellowstone - \$21,285

Thanks,

Heather Luhtala,
Asst. CAO

S.V. of South View ([Sign Up for South View Connect Today!](#))

S.V. of Silver Sands ([Sign Up for Silver Sands Connect Today!](#))

S.V. of Yellowstone ([Sign Up for Yellowstone Connect Today!](#))

Phone: 587-873-5765

Fax: 780-967-0431

Website: www.wildwillowenterprises.com

Email: administration@wildwillowenterprises.com

----- Original Message -----

Subject: \$1.1 billion Safe Restart funding

From: President <President@auma.ca>

Date: Wed, July 29, 2020 1:10 pm

To:

Good Afternoon Mayors, Councillors, and CAOs,

Yesterday, the Government of Alberta [announced](#) it is providing financial support as part of the Safe Restart program. [AUMA VP Tanya Thorn](#) joined Premier Kenney, Ministers Madu and McIver, Mayors Iveson and Nenshi, and RMA President Al Kemmere in announcing additional funding supports for municipal operating costs.

The province has confirmed it will match the Government of Canada's \$296 million with a further \$296 million to help municipalities maintain critical services Albertans rely on every day. The Government of Alberta had previously announced \$500 million in stimulus funds for infrastructure projects. This means a total commitment of \$1.1 billion for Alberta's communities.

Of the \$592 million, \$452 million will be allocated to operational support and \$140 million to transit supports. The transit supports will be allocated using a formula that considers ridership and projected losses. We continue to work with the government on financial supports for those communities hit hard by the decline in the tourism industry.

Furthermore, Municipal Affairs has confirmed the \$500 million capital stimulus funds will be allocated to all Alberta municipalities based on the MSI formula. The province requires the funds be allocated to projects by October 1, 2020, and that all funds be spent by December 31, 2021. Details of the [allocation amounts](#) for each municipality and the precise [guidelines](#) for using the funds can be found on the [Government of Alberta website](#).

When advocating for these funds, we have been clear that there cannot be a full recovery without strong municipalities. We need municipalities to lead recovery efforts on the ground, which requires rehiring laid-off employees and offsetting members' revenue losses.

In conjunction with FCM and other municipal leaders, AUMA has worked hard to help our governments understand the financial crisis our municipalities are facing. This is a good first step to rebuilding a stronger Alberta by rebuilding its strong communities.

We will share more details as they become available.

Sincerely,

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

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

Toll Free: 310-AUMA | www.auma.ca



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MUNICIPAL STIMULUS PROGRAM

MEMORANDUM OF AGREEMENT (hereinafter called "the Agreement")

BETWEEN:

HER MAJESTY THE QUEEN, in right of the
Province of Alberta, as represented by the
Minister of Municipal Affairs (hereinafter called
"the Minister")

AND

the Town of Onoway
(hereinafter called "the Municipality")

hereinafter jointly called "the Parties"

Preamble:

WHEREAS the Municipal Stimulus Program represents the Province of Alberta's commitment to support economic growth and local jobs;

WHEREAS the Municipal Stimulus Program will make infrastructure funding available to the Municipality to use on approved infrastructure projects that support the provincial and local economies;

WHEREAS under the Government Organization Act, RSA 2000 and the Municipal Affairs Grants Regulation (AR 123/2000), the Minister is authorized to make grants and to enter into an agreement with respect to any matters relating to the payment of a grant;

WHEREAS these funds are to be used by the Municipality for eligible expenditures incurred on projects accepted by the Minister.

NOW THEREFORE in consideration of the mutual terms and conditions hereinafter specified, **THE PARTIES AGREE AS FOLLOWS:**

1. The preamble is incorporated as an integral part of this Agreement.
2. In this Agreement, unless the context requires otherwise "Program Guidelines" means the guidelines for actions, events, criteria, report formats, and other directions applicable to the Municipal Stimulus Program as may be prescribed or

determined by the Minister and as may be amended from time to time by the Minister.

3. The Parties shall execute this Agreement and the Municipality shall return an executed Agreement to the Minister prior to the Minister transferring any funds to the Municipality under this Agreement.
4. The Minister agrees to provide funds to the Municipality under the Municipal Stimulus Program subject to the following:
 - (i) Sufficient approved funding appropriated by the Legislature;
 - (ii) Sufficient accepted eligible Municipal Stimulus Program projects as defined in the Program Guidelines;
 - (iii) Completion of reporting requirements as outlined in the Program Guidelines; and
 - (iv) Compliance with all other terms of the Agreement.
5. The Municipality agrees to provide to the Minister:
 - (i) A project application for each project to be initiated under this program;
 - (ii) An annual report of the initiatives undertaken by the Municipality to reduce administrative burden ("red tape") and encourage investment as described in the Program Guidelines; and
 - (iii) An annual summary of the actual grant expenditures on each project undertaken in that year and the year-end grant balance on hand (Statement of Funding and Expenditures), including certification by the Municipality that it is in compliance with the terms and conditions of this Agreement

all in a format as prescribed in the Program Guidelines for this grant program.

6. The Municipality agrees to accept the funds provided by the Minister in accordance with the following additional terms and conditions:
 - (i) The Municipality shall maintain a separate accounting for the funds provided;
 - (ii) The Municipality shall ensure that expenditures accounted for against the principal amount of the funds provided, income earned, and other credits as described in the Program Guidelines are applied only to projects accepted by the Minister;
 - (iii) All funds provided to the Municipality, not expended prior to December 31, 2020 may be carried forward to the next year and must be expended on an accepted project before December 31, 2021. Thereafter, all unexpended funds shall be returned to the Government of Alberta;
 - (iv) The Municipality shall undertake actions to encourage investment and/or reduce the administrative burden ("red tape") imposed on local businesses and residents to the satisfaction of the Minister or the Municipality will be required to repay the funding;
 - (v) All projects under this Agreement shall be carried out in accordance with the rules, regulations and laws governing such works and in accordance with the best general practices then current at the time of the construction of the project; and
 - (vi) This Agreement does not replace, supersede, or alter the terms of any other existing funding Agreement between the Minister and the Municipality.
7. The Municipality shall adhere to all project eligibility criteria, project credits, project tendering requirements, and other items or directions as outlined in the Program Guidelines.
8. The Municipality agrees that the funding provided under this program is for capital expenditures as outlined in the Program Guidelines.
9. The Municipality agrees to allow the Minister and/or his agents, including but not limited to, the Auditor General of Alberta, and representatives of the Province of Alberta, access to the project site; any engineering drawings or documents; any

books of accounts relating to funding and expenditures claimed under this Agreement; and any other such project related documents as deemed necessary by the Minister in performing an audit of the projects undertaken under this Agreement. All project related documents shall be kept by the Municipality for a minimum of three years following completion of the project.

10. The Municipality shall indemnify and save harmless the Minister, his servants, agents and employees, from and against all actions, claims and demands arising directly or indirectly from the preparation for or implementation of the projects, whether or not the damage arose as a result of the actions or omissions of third parties.
11. Where the Municipality enters into contracts with third parties for the implementation of a project, such contracts shall include provision that the third party shall be solely responsible for and save harmless and indemnify the Minister, and his officers, employees and agents from and against all claims, liabilities, and demands of any kind with respect to any injury to persons (including without limitation) death, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from i) the project; ii) the performance of the contract or the breach of any term or condition of the contract by the third party or its officers, employees or agents; iii) the on-going operation, maintenance and repair of the project; or iv) any omission or any willful or negligent act of the third party or its officers, employees or agents.
12. The Municipality agrees that it is not entitled to claim compensation for its costs, expenses, inconvenience or time expended in relation to the administration of the funds provided under this Agreement nor in respect to this Agreement.
13. The Parties agree to give this Agreement a fair and reasonable interpretation and, when required, to negotiate with fairness and candour any modifications or alteration thereof for the purpose of carrying out the intent of this Agreement and/or rectifying any omission in any of these provisions.
14. Notwithstanding the date for completion of all projects and the expending of funds under section 6(iii) of this Agreement, this Agreement shall continue in effect until March 31, 2023.
15. The Agreement may be renewed or extended thereafter, for a further one (1) year period, if mutually agreed to in writing. In the event that this Agreement is not renewed or extended, the Municipality shall return all uncommitted funds as of the termination date to the Government of Alberta.

16. Any notice, demand or other document required or permitted to be given under the terms of this Agreement shall be sufficiently given to the party to whom it is addressed if personally delivered, sent by prepaid registered mail, or e-mailed to the addresses as follows:

The Minister: Municipal Affairs
15th Floor, Commerce Place
10155 – 102 Street
Edmonton, AB T5J 4L4

Attention: Director, Grant Program Delivery

Telephone: 780-422-7125

E-mail: ma.municipalstimulus@gov.ab.ca

The Municipality: Town of Onoway
PO Box 540
Onoway, AB T0E 1V0

Attention: Chief Administrative Officer

Telephone: 780-967-5338


E-mail: info@onoway.ca

or to such address as either party may furnish to the other from time to time.

17. Any dispute between the Minister and the Municipality on any question of law or fact arising out of this Agreement shall be submitted to and determined by the Court having jurisdiction over this Agreement.
18. The rights, remedies and privileges of the Minister under this Agreement are cumulative and any one or more may be exercised.
19. If any portion of this Agreement is deemed to be illegal or invalid, then that portion of the Agreement shall be deemed to have been severed from the remainder of the Agreement and the remainder of the Agreement shall be enforceable.
20. This Agreement is binding upon the Parties and their successors.
21. The Parties agree that the laws of the Province of Alberta will govern this Agreement.

The Parties have therefore executed the Agreement, each by its duly authorized representative(s), on the respective dates shown below.

HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

Per: 
MINISTER

Date: July 28, 2020

TOWN OF ONOWAY

Witness

Per: _____
CHIEF ELECTED OFFICIAL

Date: _____

Witness

Per: _____
DULY AUTHORIZED SIGNING OFFICER

Date: _____

Municipal Stimulus Program

Summary

- \$500-million allocation-based program structured on the Municipal Sustainability Initiative (MSI), for construction of capital projects before December 31, 2021.
- Funding is distributed based on the Gas Tax Fund (GTF) allocation formula (largely per capita with a \$50,000 minimum; summer villages receive a base of \$5,000 plus the per capita amount).
- Project eligibility based on MSI guidelines, modified to exclude categories and activities with minimal contribution to economic recovery.
- Municipalities have broad discretion to apply for projects within the eligibility criteria, but Minister retains authority to approve projects.
- Municipalities will be required to report on progress in reducing municipal red tape.

Objectives

- Sustain and create local jobs.
- Enhance provincial competitiveness and productivity.
- Position communities to participate in future economic growth.
- Reduce municipal red-tape to promote job-creating private sector investment.

Program Overview

- Program is open to municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows.
- Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021. They will be required to indicate to the Minister's satisfaction how they have made progress in the following areas since the stimulus program was announced:
 - What steps have been taken to make it easier to start up a new business in the municipality?
 - What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
 - What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?
- The red tape reduction report template will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. They will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken.
- Projects must begin construction in 2020 or 2021, and all funds must be expended before December 31, 2021, or repaid to the province. However, projects may continue past this date using other sources of funding.
- Municipalities must indicate the amount of funding required in both 2020 and 2021 for each project.
 - Payments for 2020 expenditures will be issued once municipalities sign the conditional grant agreement and receive approval on their project application(s).
 - Payments for 2021 expenditures will be issued in May 2021, unless municipalities identify a requirement to receive funding earlier.

- Projects must result in the construction or major rehabilitation of a capital asset that falls within one of the eligible categories.
 - Project categories are based on modified MSI project categories.
 - Some MSI eligible projects, such as rolling stock, equipment purchases, and infrastructure management systems are not be eligible, as they do not support economic development or job creation.
- Projects *must* not create new operational funding requirements for the province and *must* not, as a result of the projects, lead to higher/increased municipal taxes.
- Projects previously approved for MSI or GTF funding are not eligible and municipalities will not be permitted to withdraw and resubmit MSI or GTF projects to gain eligibility.
- Proponent must attest that the project would not go ahead this year or next year in the absence of support through the stimulus program.

Allocations

- Funding is allocated using the Gas Tax Fund (GTF) formula (per capita with a minimum funding amount of \$50,000; summer villages receive \$5,000 plus the per capita amount.)
 - Approximately 30.6% will go to Calgary, 23.1% will go to Edmonton, and 46.3% will go to other municipalities.
- This allocation formula favours more populous urban municipalities, but, previously announced stimulus funding delivered through the Strategic Transportation Infrastructure Program, the Alberta Water/Wastewater Partnership, and the First Nations Water Tie In benefits primarily rural and small urban municipalities.

Municipality	Allocations	
	\$	%
Calgary	\$152,831,311	30.6%
Edmonton	\$115,567,274	23.1%
Other Municipalities	\$231,601,415	46.3%
<i>Other Cities</i>	<i>\$83,401,530</i>	<i>16.7%</i>
<i>Towns</i>	<i>\$56,781,658</i>	<i>11.4%</i>
<i>Villages</i>	<i>\$5,337,096</i>	<i>1.1%</i>
<i>Summer Villages</i>	<i>\$873,117</i>	<i>0.2%</i>
<i>Rurals</i>	<i>\$59,567,950</i>	<i>11.9%</i>
<i>Strathcona County</i>	<i>\$11,694,461</i>	<i>2.3%</i>
<i>RM of Wood Buffalo</i>	<i>\$13,276,133</i>	<i>2.7%</i>
<i>Metis Settlements</i>	<i>\$669,470</i>	<i>0.1%</i>
Total	\$500,000,000	100.0%

Administration Process and Timing

Process Step	Estimated Timing
Program Introduction <ul style="list-style-type: none"> - Application process, program guidelines, and allocation amounts are posted on a program website - Municipal Affairs hosts webinar for municipalities to provide additional details 	<ul style="list-style-type: none"> - Program materials available by July 28, 2020
First Project Intake Period <ul style="list-style-type: none"> - Municipalities prepare and submit applications - Submitted applications uploaded into SharePoint - Project reviews - Project approvals 	<ul style="list-style-type: none"> - Until October 1, 2020 - Project approvals on a rolling basis, as soon as reviewed - Project reviews continue until complete
Re-allocation Period <ul style="list-style-type: none"> - Funds uncommitted by municipalities to an approved project re-allocated by the Minister 	<ul style="list-style-type: none"> - Fall 2020
Second Project Intake Period (if required) <ul style="list-style-type: none"> - Second intake opened if substantial amounts of funding remain unallocated after first intake 	<ul style="list-style-type: none"> - February 1, 2021, to April 1, 2021 - Project reviews continue until complete, approvals issued as decisions are made
Project Initiation <ul style="list-style-type: none"> - Notification letters sent to successful applicants - Recipients sign conditional grant agreements 	<ul style="list-style-type: none"> - Following project approval
Project Administration <ul style="list-style-type: none"> - Payments to recipients - Project construction 	<ul style="list-style-type: none"> - Payments following signing of conditional grant agreements and approval of project applications - Payments complete by October 2021
Reporting Requirements <ul style="list-style-type: none"> - 2020 reporting - 2021 reporting 	Red Tape Reduction Reporting <ul style="list-style-type: none"> - February 1, 2021 (2020 progress) - February 1, 2022 (2021 progress) Financial Reporting <ul style="list-style-type: none"> - May 1, 2021 (2020 reporting) - May 1, 2022 (2021 reporting)

Municipality Information	
Municipality Name	
Contact Name	
Telephone	
Date	

Office Use Only
Municipal Code

Please refer to the Municipal Stimulus Program (MSP) guidelines for more information to assist you in completing this application.

Submission

This application form, program guidelines and additional program information are available on the MSP website at <https://www.alberta.ca/municipal-stimulus-program.aspx>. Municipalities are required to commit to the conditions stated in the guidelines including red tape reduction efforts to incentivize new, job-creating private sector investment.

- Applicants are permitted to submit a maximum of five projects for consideration.
- Submit one application per project. The completed application form must be saved and emailed to ma.municipalstimulus@gov.ab.ca.
- Electronic signatures will be accepted.
- All application details must be completed before submitting the form.
- Applicants are encouraged to save a copy of the completed form for their own records.
- Project applications must be submitted by October 01st, 2020. Please note that this is the first intake deadline and late applications will not be accepted.
- Municipalities must attest that the project will not result in municipal tax increases.

Submit the completed application form to:

Alberta Municipal Affairs
Grant and Education Property Tax Branch
Email: ma.municipalstimulus@gov.ab.ca

If you have any questions, please call (780) 422-7125 or toll-free by first dialling 310-0000.

Legal Statement

The personal information you are providing on this form is being collected to support the administration of the Municipal Stimulus Program and is authorized under section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The personal information will be managed in accordance with the privacy provisions of the FOIP Act. If your grant application is approved, your name, the grant program and the amount of the grant may be published on the Government of Alberta Grant Disclosure Portal as authorized under section 40(1)(b) and (f) of the FOIP Act. Should you have any questions concerning the collection of this information, please contact the Grants and Education Property Tax Branch at 780-422-7125 or by writing to the Grant Program Delivery Director, 15th Floor, Commerce Place, 10155 - 102nd Street, Edmonton, Alberta, T5J 4L4.

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Project Information

1. Project Name: _____
2. Project Description: Please provide sufficient details including specific asset, activities, major works and location that clearly demonstrate project eligibility (*See Municipal Stimulus Program Guidelines*).

3. Project Objectives: Please provide sufficient details to determine alignment with the program objectives (*See Municipal Stimulus Program Guidelines, section 2*).

4. Estimated construction start date: _____ 5. Estimated construction end date: _____

6. Please provide the type of capital project and associated details of the capital project.

Functional Category of Project	Resulting Capital Asset	Quantity	New	Rehab	Replace
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.	.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Will the project involve the use of municipal forces to carry out the project? (See MSP Capital Funding Guidelines). *If Yes, I certify that there are no private forces available to carry out the project.* Yes No

8. Is the project a joint-project/multi-jurisdictional project? Yes No

If you have answered yes to question 8, please complete the table below.

- 8a. Identify each partner's financial contribution to the municipal share of project cost. Total percentage must equal 100%.

Municipality/Partner Name		% of Total Project Cost
A	.	0.0%
B	.	0.0%

9. Would this project have gone ahead this year or next year in the absence of support through the MSP? Yes No

10. By checking this box I certify that any municipal expenses associated with this project, including any municipal capital contribution and any operating cost associated with the resulting asset, will not be funded through increases in municipal property taxes.

Financial Information

11. Provide project financial information below by year of anticipated budgeted expenditure *(Fill in the blanks below.)*

	2020	2021	Total
Total Project Cost			\$0.00
Ineligible Cost <i>(see Guidelines – Schedule 4)</i>			\$0.00
Project Cost To Be Funded By Other Sources <i>(This may include funding from municipal sources, partners, or other anticipated revenue.)</i>			\$0.00
Eligible Project Cost To Be Funded From MSP	\$0.00	\$0.00	\$0.00

Certification

This form must be completed by the Chief Administrative Officer or Duly-Authorized Signing Officer.

Signature of Chief Administrative Officer

Print Name

Date of Signature

Telephone Number (include area code)

I certify that the information contained in this Project Profile is correct, that these expenses have not been deemed eligible under any other Program, and that the allocated grant amount will be applied in the year and manner described above once this Project Profile has been accepted by the Minister.

Municipal Stimulus Program (MSP)

Program Guidelines

Municipal Affairs, Government of Alberta

July 2020

Municipal Stimulus Program

www.alberta.ca/municipal-stimulus-program.aspx

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1. Guidelines

These guidelines are intended to assist local governments in participating in the Municipal Stimulus Program (MSP) and in complying with the program terms and conditions. Local governments include municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows (referred to as 'municipalities' in these guidelines).

2. Program Objectives

Through the MSP, the Government of Alberta (GOA) is providing additional capital infrastructure funding to municipalities with the primary objective to sustain and create local jobs; enhance provincial competitiveness and productivity; position communities to participate in future economic growth; and reduce municipal red-tape to promote job-creating private sector investment.

3. Key Dates and Contacts

ACTIVITY	TIMELINE
Project Application Submission	Submit by October 1, 2020
Executed Memorandum of Agreement	Submit with first project application (by October 1, 2020)
2020 Payment	Upon project acceptance (payments anticipated to commence in September 2020)
2021 Payment	Once reporting requirements are met (anticipated to commence in May 2021)
Statement of Funding and Expenditures (SFE)	Due May 1, 2021 for 2020 expenditures Due May 1, 2022 for 2021 expenditures
Red Tape Reduction Report	Due Feb 1, 2021 for progress made in 2020 Due Feb 1, 2022 for progress made in 2021

Please contact a Grant Advisor at 780-422-7125 (toll-free 310-0000) or email MA.Municipalstimulus@gov.ab.ca if you have any questions or concerns.

4. Submission Method

The project application form and the Memorandum of Agreement (MOA) will be emailed to municipalities.

The application form(s) must be signed by the Chief Administrative Officer (CAO) or an authorized representative before being returned to Municipal Affairs. Municipalities are strongly encouraged to sign the forms with a digital signature and return them in their original PDF format by e-mail to MA.MunicipalStimulus@gov.ab.ca.

The MOA must be signed by the Chief Elected Official and CAO or duly authorized signing officer. Municipalities should complete the MOA, including witnesses for each signatory, and scan and submit them via email to MA.MunicipalStimulus@gov.ab.ca. **Project applications will not be forwarded to the Minister until an executed MOA is received.**

Municipalities are strongly encouraged to submit all project applications at one time.

The SFE form and the outline for the Red Tape Reduction report will be made available to municipalities at a later date.

Questions related to the submission of the application, the Memorandum of Agreement, or reporting documents can be directed to a Grant Advisor by calling 780-422-7125 (toll-free 310-0000) or MA.MunicipalStimulus@gov.ab.ca.

5. Funding Formula and Allocations

MSP funding is allocated to municipalities based on a funding formula. Municipalities must commit their funding allocation to one or more projects by October 1, 2020, or risk losing access to their allocation. Municipalities must also spend all allocated funding on an accepted project(s) by December 31, 2021 (see Section 10.2).

Each municipality active as of July 1, 2020, will have access to a funding amount allocated on a per capita basis, according to the 2019 Municipal Affairs Population List. Municipalities with smaller populations will have access to a minimum allocation of \$50,000, with the exception of summer villages, which will have access to a base allocation of \$5,000, in addition to the per capita amount. The Minister retains the authority to exclude Improvement Districts that do not have advisory councils and have limited capital infrastructure needs from the funding allocation formula.



Municipalities will lose access to any portion of their allocation that is not committed to an accepted project submitted as of October 1, 2020. The disposition of any uncommitted funding after October 1, 2020, will be at the discretion of the Minister.

6. Program Eligibility and Conditions

6.1) Eligible Applicants

For program purposes, an eligible applicant is referred to as a 'municipality' and includes any city, town, village, summer village, specialized municipality, municipal district, improvement district, special area, Metis settlement, and the Townsite of Redwood Meadows Administration Society.

Applicants may contribute funds to other eligible entities for eligible MSP projects that provide a municipal service or benefit and do not limit public access. A list of entities eligible for a contribution is provided in Schedule 1. If a municipality contributes funds to such an entity, the municipality remains responsible for all program terms and conditions described in these guidelines, including the need to report on project expenditures.

6.2) Eligible Projects

MSP funding is limited to projects that would not go forward in the absence of support through the stimulus program.

Project eligibility is similar to the Municipal Sustainability Initiative (MSI), with modifications to ensure projects meet stimulus program objectives. Eligible project categories include construction, betterment, rehabilitation and non-routine maintenance of roads, bridges, water and wastewater systems, public transit, and recreation. A detailed list of eligible activities and project categories is provided in Schedules 2 and 3.

Land acquisition costs, system-wide infrastructure studies and management software, functional planning, and purchase of rolling stock and other equipment are not eligible for MSP funding. For a list of ineligible expenditures, see Schedule 4.

Construction of eligible projects must begin in calendar year 2020 or 2021. Projects do not need to be complete by the end of 2021. MSP funds must be expended by the end of 2021, but longer-term projects can continue with funding from other sources.

Projects previously submitted under the MSI and/or federal Gas Tax Fund (GTF) are not eligible for MSP funding. Municipalities are not permitted to withdraw MSI and GTF projects to gain eligibility for the MSP.

In addition, operation of assets constructed with support from the MSP must not require dedicated funding from the province (for example, affordable housing projects with provincial operating funding implications).

6.3) Red Tape Reduction

Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021 indicating how they have made progress in at least one of the following areas, including a qualitative description of specific actions taken:

- What steps have been taken to make it easier to start up a new business in the municipality?
- What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
- What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?

Red tape reduction reports are separate from the Statement of Funding and Expenditures described in section 10. Municipalities will be required to submit the annual red tape reduction report in a prescribed format, which will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. Municipalities will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken. The template for the red tape reduction report will be made available to municipalities at a later date.

The first red tape reduction report must be signed by the CAO and submitted to the province by February 1, 2021, describing progress in the above categories in the 2020 calendar year.

The second red tape reduction report must be signed by the CAO and submitted to the province by February 1, 2022, describing progress in the above categories in the 2021 calendar year. All municipalities, including those that completed and fully funded all of their projects in 2020, must submit the 2021 report.

While municipalities may undertake actions based on their own circumstances and priorities, the Minister retains authority to require a refund for any funding provided if municipalities fail to undertake and report on satisfactory actions to reduce red tape.

7. Application Process

Each eligible applicant may submit a maximum of five project applications. The total amount of funding sought from the MSP must not exceed the initial allocation amount.

All project applications must be submitted on the prescribed application form by October 1, 2020. If a municipality does not have sufficient accepted projects submitted as of October 1, 2020, any uncommitted portion of funding remaining may be reallocated or otherwise disposed of at the discretion of the Minister.

Project applications should include sufficient information to determine project eligibility and must include an attestation that the projects would not go ahead this year or next year in the absence of support through the MSP.

Municipalities must also attest that the project will not result in municipal tax increases, whether through a municipal contribution to the construction of the project or through increased operating costs associated with the resulting capital asset. Municipalities may be asked to demonstrate how they intend to fund a municipal contribution to the project, or how they will support operating expenses associated with the resulting capital asset. These must be funded through means other than increasing property taxes, such as through budget reductions in other areas, user fees, or other grant programs.

For each project, the application form must be fully completed and must include the following information:

- a description of the project (including the proper name of the resulting asset, a summary of project activities, and sufficient detail to determine that the project meets eligibility requirements);
- a description of how the project aligns with the MSP objectives (identified in section 2);
- project timelines (including estimated project start and completion dates);
- estimated project costs by year of expenditure; and
- where applicable, partnerships (including municipal partner names).

Applications must be signed by the CAO, or duly authorized authority, who certifies that the information is correct and in accordance with the program guidelines and funding agreements. Digital signatures are encouraged.

Project amendments are not permitted under the MSP.

If an accepted project is completed at a lower cost and requires less MSP funding, the funding reduction must be indicated at the time the completed project is reported on the Statement of Funding and Expenditures and the over-funded amount must be applied to other accepted MSP projects or refunded to the GOA.

If costs for an accepted project increase and the municipality has sufficient MSP funding remaining from other MSP projects completed under budget (i.e., funding that has already been paid to the municipality), available MSP funding can be applied to the project with increased costs. If such funding is not available, the project cost increase must be fully covered using funding sources other than MSP.

7.1) Grouping Similar Assets

A separate application is required for each capital asset, except where assets can be grouped together because they are related to the same system (road construction and replacement of associated sidewalks, water and wastewater lines). A system is a group of independent but interrelated elements that share functional or structural relationships, which comprise a unified capital asset, and where the function of an independent component impacts the functioning of the entire system.

See Schedule 2 and 3 for a complete list of project activities and assets that qualify for MSP funding. Schedule 4 outlines ineligible activities.

7.2) Use of Municipal Forces

Costs related to the use of municipal forces (i.e., staff and equipment) is not eligible for MSP funding, unless the municipality is unable to secure a private sector vendor to carry out the project.

In the event that no reasonable alternative vendor is available to carry out the project and municipal forces will be required, the municipality must declare so on the project application. In these circumstances, eligible costs can include all labour costs, including benefits, attributable to work carried out on- and off-site (see Schedule 2). Labour costs associated with general municipal administration of the project are not eligible.

7.3) Joint Projects

Projects that involve funding from more than one municipality should identify all contributing parties in the application.

Each municipality must submit an application for its own portion of the project to be funded by MSP. The municipality that is directly responsible for the project should include the complete

financial information (total project costs), listing the contributions of the other municipality(ies) in the "Other Funding Sources" line of the application financial grid. The other contributing municipality(ies) should include only its portion/contribution of these costs.

7.4) Use of Other Grants

Use of other grants is not permitted under the MSP, unless the municipality applied for funding under the other grant program after the MSP project has been accepted, and doing so is allowed by that program.

For example, a municipality may supplement MSP funding with MSI or GTF funding but only if the MSI/GTF application is submitted after the MSP project is accepted. For example, if the total project costs are \$1 million, and the project was accepted under MSP for \$800,000, the municipality may subsequently submit an MSI and/or GTF project application to fund the remaining \$200,000.

When choosing to use multiple grant funding sources, it is the municipality's responsibility to understand the separate requirements of each grant program. More information about the requirements of other provincial grant programs can be found on the Municipal Grants Web Portal at www.alberta.ca/municipalities-funding.aspx.

8. Review and Approval Process

Program staff will review each project to ensure it meets the requirements outlined in these guidelines.

Municipalities should ensure all relevant sections of the application form are completed to facilitate a faster and more efficient review process. Municipalities will be contacted by a Grant Advisor if the project review process warrants follow-up and will be required to respond within 10 business days or by October 1, whichever is earlier. If a response is not received within 10 business days, the project in question will be withdrawn and the municipality will be notified of the project withdrawal by email.

Project recommendations will be forwarded to the Minister once the submitted project applications are reviewed and an executed Memorandum of Agreement is received. **The Minister will review all projects against the program objectives and eligibility criteria. Decisions by the Minister regarding project status are final.**

Municipalities will be advised of project status via email.

Municipalities may proceed with a project in anticipation that it will be accepted for MSP funding. However, if the project is deemed ineligible, the municipality remains responsible for all financial obligations it has undertaken with respect to the project.

8.1) Provincial Standards

It is expected that MSP-funded projects undertaken by municipalities will comply with provincially regulated standards. For example, MSP-funded projects involving regional water and wastewater systems should appropriately align with the *Environmental Protection and Enhancement Act*, administered by Alberta Environment and Parks. Where an MSP project includes work on a highway under provincial jurisdiction, the municipality must enter into a separate agreement with Alberta Transportation to carry out the work and/or receive permission to access the highway right-of-way. Grant advisors may request confirmation of the agreement.

8.2) Requirements for Award of Contracts

All calls for proposals or tenders for projects to be funded under MSP shall be carried out in accordance with the rules, regulations, and laws governing such activities and in accordance with the best current practices. They must also be advertised in accordance with the guidelines of the New West Partnership Trade Agreement (NWPTA) (www.newwestpartnershiptrade.ca), effective July 2010, and the Canadian Free Trade Agreement (CFTA) (www.cfta-alec.ca/agreement-on-internal-trade).

The municipality may award contracts for planning, design, engineering, and architectural services for a municipal capital infrastructure project based on best overall value consistent with the municipality's policies.

The municipality may award contracts for the construction of a municipal capital infrastructure project by public tender based on either unit prices or lump sum amounts. The MSP does not require municipalities to award projects to the lowest tender and does not prohibit municipalities from using a process that qualifies suppliers prior to the close of call for tenders where the process is consistent with the CFTA and NWPTA.

Where a municipality has been unable to secure a private sector vendor, or anticipates that this will be the case, the municipality may utilize its own forces, including municipal staff and equipment, in accordance with section 7.2.

9. Payment Process

MSP payments are based on annual cash flow requirements for accepted projects, meaning that if payment conditions are met, the amount paid in 2020 is based on the cash flow required in 2020 and the amount paid in 2021 is based on the cash flow required in 2021. Municipalities with cash flow requirements in 2020 will be paid shortly after project acceptance.

MSP payments are conditional on execution of the MSP Memorandum of Agreement governing the funding process, and the 2021 payment is also conditional on receiving the red tape reduction report (due February 1, 2021) and certification of the 2020 SFE (due May 1, 2021).

For example, a municipality has been allocated \$1 million in MSP funding and has two accepted projects: one with MSP funding of \$600,000 to be completed in 2020 and the other with MSP funding of \$400,000, with \$50,000 in design costs to be incurred in 2020 and \$350,000 in construction costs to be incurred in 2021.

- The total payment to this municipality in 2020 will be \$650,000, conditional on execution of the funding agreement.
- The remaining \$350,000 will be paid in May of 2021, conditional on certification of the 2020 Statement of Funding and Expenditures and receipt of the 2020 Red Tape Reduction report.

10. Financial Reporting Requirements

10.1) Statement of Funding and Expenditures (SFEs)

By May 1 of the following program year, each municipality is required to submit an SFE that reports the previous program year's expenditures (e.g., the 2020 SFE is due by May 1, 2021).

The SFE form will be made available to municipalities at a later date, and will capture information such as the amount of MSP funding spent on each approved MSP project in the preceding year.

Municipalities will be required to report on the amount of MSP funding spent on the approved capital asset, regardless of whether the project is undertaken by the municipality, a different municipality, or a different entity listed in Schedule 1.

For example, if a municipality contributes funds to a Regional Service Commission to undertake a water distribution project, the municipality must report on how much funding was spent on the project and not on the amount of funding contributed to the Regional Service Commission.

As part of the SFE, municipalities will also be required to provide basic information regarding the resulting capital asset for each completed project, which the government will use in measuring the performance of the program.

All projects listed on the SFE must be accepted by the Minister.

The municipality must maintain separate accounting records for MSP grant funds.

All supporting documentation, such as reports, drawings, and invoices for each project must be retained by the municipality for a minimum of three years following completion of the project. SFEs may be subject to a review by the Provincial Auditor General.

SFEs must be submitted electronically by the CAO or an authorized representative of the municipality. SFE reporting requirements are separate from the Red Tape Reduction report described in section 6.3.

10.2) Carrying Forward Funds

MSP funding paid to municipalities in 2020 and not expended in the current year may be carried forward to 2021. **Any funding carried forward to 2021 must be expended on an accepted project before December 31, 2021.**

If any MSP funding paid to municipalities has not been fully expended by December 31, 2021, it must be refunded to the GOA.

Time extensions for unspent MSP funds will not be granted.

10.3) Credit Items

When MSP funding results in net proceeds to the municipality, within five years of project completion, these proceeds will have to be returned to the GOA.

These credit items can include:

- net proceeds (to a maximum of grant applied) from the sale of land bettered (i.e., rehabilitated, reclaimed or remediated) with MSP funds;
- appraised value of unsold land bettered (i.e., rehabilitated, reclaimed or remediated) with MSP funds, but not required for the project;
- net proceeds (to a maximum of the grant amount applied) from the sale of capital assets constructed with MSP funds;
- net proceeds from an insurance claim on capital assets constructed with MSP funds; and

- net salvage value (to a maximum of grant applied) on disposal of any asset purchased with MSP funds, or from any material obtained from removal or demolition of any structure or any part of a facility constructed with MSP funds.

10.4) Income Earned

The municipality may invest and earn income on all unexpended MSP funds, subject to the provisions of Section 250 of the *Municipal Government Act*. The amount of income earned on these funds must be applied to eligible costs of accepted MSP projects.

11. Site Visits

Following program completion, Municipal Affairs program representatives may select and visit a number of municipalities to discuss the MSP specific to a completed project and the overall experience with the program.

12. Communications and Project Recognition Requirements

Signage for MSP funded projects must follow the GOA signage guidelines found at www.alberta.ca/goa/standards/standards-and-reference-documents.aspx (refer to the Capital project signage section of the Visual Identity Manual).

Costs associated with communications and project recognition required to meet GOA signage guidelines are eligible for MSP funding (see Schedule 2e).

To discuss project recognition options or communications requirements, please call Municipal Affairs at 780-422-7125, toll free by first dialing 310-0000, or email MA.MunicipalStimulus@gov.ab.ca

Schedule 1:

Entities Eligible for a Contribution

Applicants may contribute funds to the following eligible entities:

- non-profit organizations, as defined in Section 241 of the *Municipal Government Act (MGA)* (i.e., a society, credit union or co-operative established under a law of Canada or Alberta; a corporation that is prohibited from paying dividends to its members and distributing the assets to its members on a winding up; or any other entity established under a law of Canada or Alberta for a purpose other than to make a profit).
- libraries and library systems established under the *Libraries Act*;
- regional services commissions established under Part 15.1 of the *MGA*;
- controlled corporations as defined in Section 241 of the *MGA*; and
- provincial agencies, crown-controlled school jurisdictions, universities, colleges, technical institutes, the Alberta Health Services Board, and other health boards, excluding charter schools and school societies that are included in the GOA annual report.

When contributing to a non-profit organization, the municipality must bind the organization to all MSP conditions and obligations that apply to the municipality with respect to the project, including adherence to provincial regulations/standards and Municipal Affairs access to project records; and maintain adequate control over public access to the asset, or over the municipal service that it provides.

It is recommended the municipality enter into a binding legal agreement with the non-profit organization to protect the municipal interest in the asset or facility and to meet the obligations of the certification. Municipal Affairs does not require a copy of this agreement.

Schedule 2:

Eligible Capital Project Activities

Costs directly related to, and in support of the following activities are eligible for MSP capital funding, where the activity is associated with an eligible asset defined in Schedule 3.

2.a) Construction and Development

- Engineering and architecture, including design, tender preparation and advertising, if part of an accepted construction project.
- Construction supervision. Where capital projects are constructed or developed using municipal staff, all labour costs, including benefits, attributable to work carried out on and off the construction site, as follows:
 - On-site costs: site supervision; operating, leasing, maintenance, and insurance costs attributable to municipal construction equipment used at the construction site; and equipment mobilization and demobilization costs.
 - Off-site costs: staff and space costs associated with off-site design and construction of project components that are subsequently installed on site; off-site construction supervision, material requisitioning and site monitoring; and off-site general project management including contract management, purchasing and procurement of materials and services, project scheduling, and budget monitoring.
- Where capital projects are constructed or developed using construction equipment that is owned or leased by the municipality, the following costs are eligible:
 - costs of locating the equipment at and removing the equipment from the construction site (mobilization and demobilization).
 - all operating, leasing, maintenance, and insurance costs attributable to the use of the construction equipment at the construction site.
- Restoration of grass standard landscaping in areas disturbed by construction or reconstruction of infrastructure facilities.

2.b) Betterment

The enhancement of the service potential of a capital asset (including land) that results in an increase in physical output or service capacity, lowering of associated operating costs, extension of the useful life, or improvement in the quality of output, including:

- Land betterment (i.e. rehabilitation, reclamation, and remediation) on land owned by a municipality or eligible entity, where the land is intended for a specific, eligible capital asset; or the betterment activities are intended to address/mitigate health and safety concerns (with or without a resulting capital asset).
- Significant enhancements or improvements for the safety of users of transportation or other municipal infrastructure system.
- Energy efficiency upgrades.

2.c) Rehabilitation

The complete replacement or rebuilding of a major component of a capital asset (including land) to extend its useful life beyond the original expected or design life. Project examples include:

- Repaving or re-gravelling a road surface.
- Replacing or re-lining a section of water or wastewater line between logical system nodes or intersections.
- Replacing the roof or the heating, ventilation and air conditioning (HVAC) system of a building.
- Substantial reconstruction of the interior of a building.

2.d) Non-routine Maintenance

Any non-routine, but recurring activity necessary to ensure that an asset reaches its normal design life and/or retains an acceptable appearance throughout its life, such as:

- Painting or refinishing of building components.
- Repair or replacement of individual parts of an infrastructure asset's major components or systems, such as repairing cracks and holes in a road, repairing or replacing sections of water or wastewater lines, replacing the compressor in a building's air conditioning system.
- Aggregate loss activities such as dust abatement, or sealant application.

2.e) Other

- Relocation and adjustment of associated utilities, including gas and electric utilities.
- Communications and project recognition costs for MSP-funded projects required to meet GOA signage guidelines.
- Other capital infrastructure costs as may be deemed appropriate by Municipal Affairs.

Schedule 3: Eligible Capital Project Assets

Costs directly related to, and in support of the following assets are eligible for MSP capital funding, where the asset is associated with an eligible activity defined in Schedule 2.

The Minister will assess all projects against the program objectives and eligibility criteria when reviewing project applications. Regardless of the examples below, final decisions on project eligibility are at the Minister's sole discretion.

3.a) Municipal Roadways, Bridges, and Related Facilities and Equipment

- Roadways, bridges, and related structures [including costs associated with aggregate purchase, abatement, hauling, crushing and storage (pit or facility), and the application of new gravel to roadways and/or non-routine re-grading of existing gravel back onto roadways]
- Railway or Light Rail Transit (LRT) grade separations and roadway crossings
- Other ancillary works such as sidewalks, commuter bikeways, lighting and energy efficient retrofitting, traffic control signals, pedestrian signals, storm drainage, and utility relocations
- Traffic management projects such as major intersection improvements, major traffic signal coordination, etc.
- Noise attenuation devices as a part of a qualifying project, and rehabilitation of existing noise attenuation devices on qualifying roadways or transit ways, consistent with the municipality's noise attenuation policy
- Pedestrian trail systems along roadways

- Parking facilities
- Snow dump sites and snow storage facilities

3.b) Public Transit Facilities

- LRT lines, station structures, park and ride facilities, and LRT maintenance facilities. LRT lines must be designated in the municipality's transportation system bylaw
- Major public transit terminals and transit garages
- Comprehensive transit-stop retrofit programs to achieve a "barrier free path of travel" to accessible transit services
- System-wide capital transit improvement or betterment projects
- Major capital transit security devices, communication equipment, and other public safety enhancements

3.c) Water Supply, Treatment, and Distribution Systems

- Raw-water supply lines and storage facilities (reservoirs)
- Water treatment facilities
- Water quality management and monitoring systems (e.g. SCADA system), if part of a larger project
- Water pumping facilities
- Treated-water supply lines, storage facilities and related works
- Water distribution system extensions, betterment, and replacements, including individual services to the property line

3.d) Wastewater Collection and Treatment Systems

- Wastewater collection system extensions, betterment, and replacements, including service mains to the property line
- Wastewater pumping facilities and lift stations
- Wastewater lines from the collection system to the wastewater treatment facilities

- Wastewater treatment facilities
- Outfall wastewater lines from wastewater treatment facilities to the point of discharge or disposal and related works

3.e) Storm Water Drainage Systems and Facilities

- Storm water ditches and major relocation of existing storm water ditches
- Storm water or waterway flooding containment structures
- Storm water collection lines including service lines, and catch basins
- Storm water retention ponds and treatment facilities
- Outfall storm water to the point of discharge or disposal and related works

3.f) Solid Waste Management Facilities and Equipment

- Waste collection depots
- Recycling and material recovery facilities
- Organics management systems
- Thermal treatment systems
- Waste disposal landfills

3.g) Police, Fire and Emergency Services

- Police stations
- Police training facilities
- Fire halls
- Fire training facilities
- Emergency operations centres
- Emergency vehicle storage and administration facilities
- Multi-service emergency response facilities

- Rural signage systems
- Ambulance stations

3.h) Disaster Mitigation

- Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters, for example:
 - Infrastructure to manage and control flood water movement, including floodwalls and flood gates
 - River stabilization infrastructure, including spurs, berms and ripraps
 - Development of fire breaks

Note: excludes normal routine, maintenance and operational work (e.g., dredging of sediment, gravel removal, debris traps, etc.)

3.i) Regional and Community Airport Facilities and Equipment

- Primary runway, cross-wind runways, secondary runways and taxiways, and runway extensions
- Aprons
- Primary taxiway from main/terminal apron to runway
- Airport buildings, including terminals and storage areas/sheds
- Development areas, access roads, fencing and drainage
- Lighting and navigation equipment

3.j) General Government and Administration

- Public works facilities
- Maintenance equipment buildings
- Sand and salt storage sheds
- Animal control facilities and shelters

- Fuel storage tanks
- Operational services buildings
- Telecommunication infrastructure (e.g., fibre optic or copper cable, radio, cell towers, satellite links)

3.k) Public Health and Welfare

- Daycare centres
- Seniors' centres
- Family and community support facilities
- Youth centres
- Cemeteries

3.l) Parks, Recreation, Sports, and Other Community Facilities

- Recreational and sports facilities, including baseball diamonds, swimming pools, ski areas (except for those that serve professional or semi-professional sport facilities that are primarily commercial operations)
- Campground facilities
- Playgrounds and equipment
- Permanent park facilities
- Public wharves, docks, and piers
- Trail systems
- Other projects may be eligible at the Minister's sole discretion.

3.m) Libraries

- Library buildings

Schedule 4:

Ineligible Capital Projects Activities

The following activities whether related to, or in support of a capital asset are not eligible for MSP capital funding. See Schedule 2 for eligible capital project activities and Schedule 3 for eligible capital assets.

4.a) Acquisition

- Purchase or replacement of vehicles and equipment including:
 - Transit vehicles, LRT vehicles, "low-floor" standard buses, "low-floor" articulated buses, and accessible community public transit vehicles
 - Solid waste and recycling collection container systems, Waste transfer vehicles, landfill compactors, loaders, and material handlers
 - Fixed central communications and computerized information management hardware and software that is integral to the delivery of police services, Peace officer vehicles, Police vehicles under municipal jurisdiction
 - Specialized firefighting and rescue vehicles, specialized firefighting and rescue protective equipment, and fixed central communications and computerized information management hardware and software that is integral to the delivery of fire services
 - Emergency response telephone systems, portable emergency power generators, and fixed central communications and computerized information management hardware and software that is integral to the delivery of emergency services
 - Ground ambulances, as well as basic on-board equipment necessary for vehicle functionality
 - Fixed central communications and computerized information management hardware and software that is integral to the delivery of ambulance services
- Purchase or replacement of heavy equipment
- Purchase or replacement of ancillary or small equipment used to provide services in connection with an infrastructure asset, such as appliances, furniture, remote data access terminals, meter reading devices, radios, equipment location devices, and geographic positioning systems

- Purchase or replacement of cars and other fleet vehicles
- Purchase of land and rights-of-way, and any associated legal and survey fees

4.b) Functional Planning, Studies, and Infrastructure Management Systems

- Functional plans, studies, and system-wide reviews that directly relate to capital infrastructure
- Infrastructure management systems capable of recording and retrieving information on various types of infrastructure, including key infrastructure characteristics and condition, on a consistent basis to assist systematic infrastructure planning and management, and collection and input of data

4.c) General Government and Administration

- Construction, betterment, rehabilitation and non-routine maintenance of municipal halls or administrative buildings
- General municipal administration activities
- Planning expenditures not directly related to specific capital infrastructure
- Public relations, stakeholder relations, partnership and governance development, communication/media services, and grant funding application and reporting activities
- Management of programs to monitor/maintain existing facilities and components of facilities

4.d) Operating Support

- Routine maintenance, including any routinely scheduled, recurring, or superficial activity necessary to ensure that an asset reaches its normal design life and/or retains an acceptable appearance throughout its life, such as:
 - vehicle servicing or oil changes
 - snow sweeping/removal (including provincial highways)
 - cleaning of buildings or facilities
 - the operation of facility mechanical systems
- IT software purchases i.e. Muniware

- Goods and Services Tax (GST)
- Depreciation or amortization
- Loan Fees
- Operating costs

4.e) Other

- Land betterment (i.e., rehabilitation, reclamation, remediation) where the land is intended for resale
- Land betterment where the land is not intended for a specific eligible capital asset, nor is the land being bettered to mitigate/address health and safety concerns
- Constructing or developing subdivisions, except for some typical subdivision development costs, such as road and sidewalk construction, water and wastewater lines to the property lines, and purchase of transportation and utility corridor rights-of-way
- Project costs structured to be financed by an established, long-term funding strategy (e.g. Off-site or Community Revitalization levies)
- Borrowing costs
- Water license costs
- Costs funded under other grant programs
- Beautification and cosmetic activities, including fixed permanent artistic components of buildings and facilities, community welcome signs, and decorative lighting
- Professional or semi-professional sport facilities that are primarily commercial operations, such as those that serve major junior hockey leagues
- Relocation and adjustment of associated utilities, including gas and electric utilities
- Projects previously submitted under the MSI or GTF
- Projects that will create new operational funding requirements for the province
- Projects that will require dedicated operational funding from the province



COPY

City of **Cold Lake**

OFFICE OF THE MAYOR



July 7, 2020

Via Email ps.ministerofpublicsafety-ministredetasecuritepublique.op@canada.ca

Minister of Public Safety & Emergency Preparedness
House of Commons
Ottawa, ON
K1A 0A6

Attention: Honourable Bill Blair

Dear Minister Blair:

Re: Criminal Code Amendment

At the City of Cold Lake's regular Council meeting of June 23, 2020, City Council debated and passed a motion regarding concerns relating to the criminal code amendments approved under an "Order in Council" on May 1, 2020. The City of Cold Lake is calling upon all municipalities in Alberta, Saskatchewan, and Manitoba to voice their concerns along with their respective provincial governments.

The following resolution has been passed:

"that Council lobby the federal government to revoke the amendments to the criminal code on May 1, 2020 under an "Order in Council" titled and referred to as "Regulations Amending the Regulations Prescribing Certain Firearms and Other Weapons, Components and Parts of Weapons, Accessories, Cartridge Magazines, Ammunition and Projectiles as Prohibited, Restricted or Non-Restricted: SOR/2020-96."

The City of Cold Lake supports initiatives to end violence; however, feels very strongly that the Government of Canada is wasting valuable resources and taking the wrong approach to gun control that will have zero effect on gun crime.



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WHEREAS on May 1, 2020, the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

AND WHEREAS the Government of Canada is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million, and if the history of federal estimating repeats itself, will likely be in excess of \$1 Billion;

AND WHEREAS the City of Cold Lake supports the Government of Canada's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on the issue;

NOW THERE BE RESOLVED that the Council of the City of Cold Lake urges the Government of Canada to revoke the amendment, and instead institute the following:

Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crimes involving firearms. The current ban targets law-abiding owners, rather than the holders of illicit firearms, and would not greatly impact crime reduction;

Collect and share relevant data on crime involving firearms through improved collection and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;

Collaborate with the firearms community and industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation.



OFFICE OF THE MAYOR

-3-

The City feels that the federal government's gun ban will be an expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. Municipalities are the level of government closest to the people, and a large part of our budget and operations is focused on providing safe and healthy communities. We see forecasts of hundreds of millions of federal dollars to be spent to buy guns back from people. As these are people who went through the necessary education, background checks, and licensing to purchase them, it seems to be a poorly thought out plan, especially if its aim is to reduce crime.

Respectfully,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
Right Honourable Justin Trudeau Prime Minister of Canada
The Honourable David Lametti, Attorney General
The Honourable Andrew Scheer, Leader of the Official Opposition
David Yurdiga, MP Fort McMurray - Cold Lake
The Honourable Jason Kenny, Premier of Alberta
The Honourable Doug Schweitzer, Solicitor General
Federation of Canadian Municipalities (FCM)
Alberta Urban Municipalities Association (AUMA)
Rural Municipalities Association of Alberta (RMA)
and all municipalities within the provinces of Alberta, Saskatchewan and Manitoba

KN/cjr

debbie@onoway.ca

From: cao@onoway.ca
Sent: July 30, 2020 3:59 PM
To: debbie@onoway.ca
Cc: 'Jason Madge'
Subject: FW: Letter from Lac Ste. County to Urban Neighbours re: Provincial Assessment Review Model
Attachments: Provincial Assessment Model Review - Letter to Urban Municipalities 20200730.pdf
Importance: High

For the agenda

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

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From: Stacey Wagner <swagner@lsac.ca>
Sent: July 30, 2020 2:38 PM
To: Wendy Wildman <cao@onoway.ca>; cao@mayerthorpe.ca; Village of Alberta Beach <aboffice@albertabeach.com>; d.evans@birchcove.ca; Summer Village of Castle Island <svcastle@telus.net>; Summer Village of Ross Haven <cao@rosshaven.ca>; Summer Village of Sandy Beach <svsandyb@xplornet.ca>; Summer Village of Silver Sands <administration@wildwillowenterprises.com>; Summer Village of Sunrise Beach <svsunrisebeach@wildwillowenterprises.com>; office@sunsetpoint.ca; d.evans@valquentin.ca; Summer Village of West Cove <svwestcove@outlook.com>
Cc: kristen.tavner.lsp@assembly.ab.ca; Councillors <Councillors@lsac.ca>; Mike Primeau <mprimeau@lsac.ca>
Subject: Letter from Lac Ste. County to Urban Neighbours re: Provincial Assessment Review Model
Importance: High

Good afternoon Urban Neighbours,

Please find attached a copy of a letter from Lac Ste. Anne County regarding the recent Provincial Assessment Review Model. We urge you to reach out to your provincial elected and voice your concerns. Please feel free to contact Reeve Blakeman at 780-918-1916 or CAO Mike Primeau at 780-785-3411 if you have any questions or concerns.

Regards,

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Stacey Wagner

Communications & Information Manager

56521 RGE RD 65 | BOX 219 | SANGUDO, ALBERTA T0E 2A0

PHONE: 780.785.3411 | TOLL-FREE: 1.866.880.5722 | FAX: 780.785.2985 | WEBSITE: lsac.ca

The Lac Ste. Anne County Administration Office has resumed its regular business hours of Monday to Friday, from 8:30am to 4:30pm (including lunch hour). Reception staff are managing all telephone inquiries at this time and representatives from each County department will be on hand to address a variety of ratepayer requests. Thank you for your patience as we implement our re-entry strategy.

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July 30, 2020

Dear Urban Neighbours

Subject: Provincial Assessment Model Review

We are writing to each of you to advise and request your assistance with the extremely important changes proposed by the Provincial Government respecting the Assessment Model Review.

Information is enclosed that explains what is being proposed for 2021. The simple fact is Lac Ste. Anne County is looking at a net reduction in M&E and Linear taxation revenue of \$1.3 million to \$1.9 million.

While this is only proposed at this time, the Province is close to making its decision. We need you to inform your (our) MLA, in addition to the Minister of Municipal Affairs and Premier Kenney, that the effect of the proposed changes will have drastic effects. External funding provided by Lac Ste. Anne County to its urban partners is threatened. The County will not be in a position to support any of your facilities or programs, as we would need to cut our budget by the \$1.3 million - \$1.9 million in 2021.

Please reach out to your provincial elected and voice the very real concerns. This will have an immediate effect on all of you.

If you require additional information please contact Reeve Blakeman at 780-918-1916 or CAO Mike Primeau at 780-785-3411.

We thank you for your support of this devastating proposal for municipalities throughout the province.

Sincerely,

A handwritten signature in black ink, appearing to be 'Joe Blakeman', written over a horizontal line.

Joe Blakeman

Reeve, Lac Ste. Anne County

Enclosure

Distribution:

**Town of Mayerthorpe
Town of Onoway
Village of Alberta Beach
SV of Birch Cove
SV of Castle Island
SV of Nakamu Park
SV of Ross Haven
SV of Sandy Beach
SV of Silver Sands
SV of South View
SV of Sunrise Beach
SV of Sunset Point
SV of Val Quentin
SV of West Cove
SV of Yellowstone**

**cc: Shane Getson, MLA
Lac Ste. Anne County Councillors
Mike Primeau, County Manager**

LAC STE. ANNE COUNTY - ASSESSMENT MODEL REVIEW

IMPACTS REPORT

Municipal Impacts

Based on the assessment model review scenarios provided by the Government of Alberta and financial data from the MFIS database, RMA's models make the following municipal predictions. Due to the limits of data provided, we are unable to project past the first year of implementation. Because of the significant changes to the depreciation curves under most of the models, there will be increased impacts in the future as assets age.

Scenario Tax Impacts	Scenario A	Scenario B	Scenario C	Scenario D
Total Assessment Base Loss	\$-69,066,199 (-3%)	\$-74,652,414 (-4%)	\$-80,680,971 (-4%)	\$-102,181,337 (-5%)
M&E Assessment Base Loss (%)	-14%	-14%	-14%	-14%
LP Assessment Base Loss (%)	-22%	-25%	-27%	-35%
M&E Tax \$ Loss (2019 Mill Rate)	\$-180,030	\$-180,030	\$-180,030	\$-180,030
Linear Tax \$ Loss (2019 Mill Rate)	\$-1,139,963	\$-1,246,727	\$-1,361,944	\$-1,772,859
Percent Loss of Total Revenue	-5%	-6%	-6%	-8%

Municipal Response Options

The response options below demonstrate how significant non-residential assessment and taxation is for rural municipalities. Even a modest reduction in oil and gas assessment may require municipalities to drastically increase tax rates or reduce expenses. In other words, changes to assessment have significant domino effects on rural municipalities. These illustrate hypothetical impacts that the changes may have on operations based on available data. These should not be seen as recommendations, as they are only provided for context.

Potential Rural Municipality Response Impacts	Scenario A	Scenario B	Scenario C	Scenario D
Residential Mill Rate Increase	17.1%	18.5%	20.0%	25.3%
OR				
Non-Residential Mill Rate Increase (Excluding 5:1 limits)	21.8%	24.0%	26.5%	36.1%
Tax capacity shortfall due to 5:1 ratio (includes tax capacity loss still required to achieve 5:1)	\$18,125	\$149,325	\$290,914	\$795,882
OR				
Workforce Cuts to cover losses (% of total FTE's)	16.8%	18.2%	19.7%	24.9%
FTE's at risk	12.46	13.47	14.56	18.44
OR				
Total Expense Reduction % (including capital infrastructure investment)	5.64%	6.10%	6.59%	8.35%
OR				
Time shortfall can be covered by Unallocated Reserves (months)	0	0	0	0

Assessment Model Review IMPACTS REPORT

LAC STE. ANNE COUNTY

The Government of Alberta is proposing assessment model changes, which could affect your municipality's revenue.

TOTAL REVENUE MAY
CHANGE BY AS MUCH AS

↓ 8%

For more context and scenarios, please review the back.

To compensate, you may need to adjust:

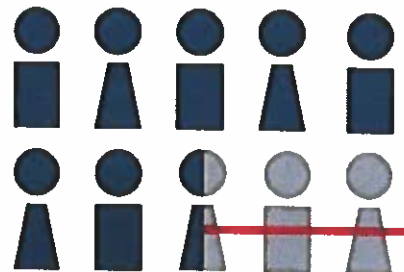
RESIDENTIAL MILL RATE
BY AS MUCH AS

↑ 25.3%



OR

FULL-TIME STAFF
BY AS MUCH AS 24.9%



For more context and scenarios, please review the back.

Over the past several months, RMA has participated in a Government of Alberta-led review of the assessment model for oil and gas properties such as wells and pipelines. In addition to RMA, the following organizations participated in the review:

- Alberta Urban Municipalities Association
- Canadian Association of Petroleum Producers
- Explorers and Producers Association of Canada
- Canadian Energy Pipeline Association
- Canadian Property Taxpayers Association

According to the Government of Alberta, the review was intended to “modernize” the assessment model for oil and gas properties to enhance industry competitiveness while ensuring municipal viability.

Due to strict confidentiality requirements, RMA has been unable to provide members with an update on the review process. At this point, the Government of Alberta has finalized recommended changes to the model and have briefed relevant provincial ministers and decision-makers on the recommendations. RMA (and the other organizations involved in the review) now have an opportunity to advocate to those same ministers and decision-makers on the impacts of the recommended changes.

The review concluded with four scenarios to be presented to provincial decision-makers, each of which represents different changes to the assessment model and different impacts on municipalities and industry. All scenarios reduce overall assessment values of the property impacted by the review, with province-wide reductions ranging from 7% in scenario A to 20% in scenario D. However, the impacts of the changes vary among municipalities and companies. Some municipalities will lose significant assessment value, while others will see their assessment increase. Similarly, some companies will benefit greatly from each scenario in the form of reduced assessments, while others (mainly small companies) will see massive increases in assessment. This document shows the province-wide impacts of each scenario. RMA is not aware of whether the Government of Alberta favors a specific scenario. Industry representatives have vocally supported scenario D, which most drastically reduces assessment.

Unfortunately, no multi-year impact analysis has been shared for the scenarios. All data focuses only on the first year of implementation, though due to steeper depreciation curves and other changes, municipal impacts will become more severe as assets age. It is important to note that even municipalities that are minimally impacted in year one may face much more serious impacts in year five or ten.

As will be evident in this document and other information shared with members, RMA is strongly opposed to the recommended changes to the assessment model and their impacts on both municipal viability and industry competitiveness. The remainder of this document will summarize key points from various RMA input during the review process that demonstrates the impacts of the recommended changes on municipalities and industry and proposes alternative approaches to enhancing industry competitiveness that are more transparent, targeted and effective than the proposed assessment model changes. This information was provided to the Government of Alberta during the review process and has been submitted formally to the Minister of Municipal Affairs in advance of the internal provincial minister and decision-maker briefings.

MUNICIPAL IMPACTS

Based on the assessment model review scenarios provided by the Government of Alberta and financial data from the MFIS database, RMA's models make the following municipal predictions. Due to the limits of data provided, we are unable to project past the first year of implementation. Because of the significant changes to the depreciation curves under most of the models, there will be increased impacts in the future as assets age.

SCENARIO TAX IMPACTS	SCENARIO A	SCENARIO B	SCENARIO C	SCENARIO D
Total Assessment Base Loss	\$-69,066,199 (-3%)	\$-74,652,414 (-4%)	\$-80,680,971 (-4%)	\$-102,181,337 (-5%)
M&E Assessment Base Loss (%)	-14%	-14%	-14%	-14%
LP Assessment Base Loss (%)	-22%	-25%	-27%	-35%
M&E Tax \$ Loss (2019 Mill Rate)	\$-180,030	\$-180,030	\$-180,030	\$-180,030
Linear Tax \$ Loss (2019 Mill Rate)	\$-1,139,963	\$-1,246,727	\$-1,361,944	\$-1,772,859
Percent Loss of Total Revenue	-5%	-6%	-6%	-8%

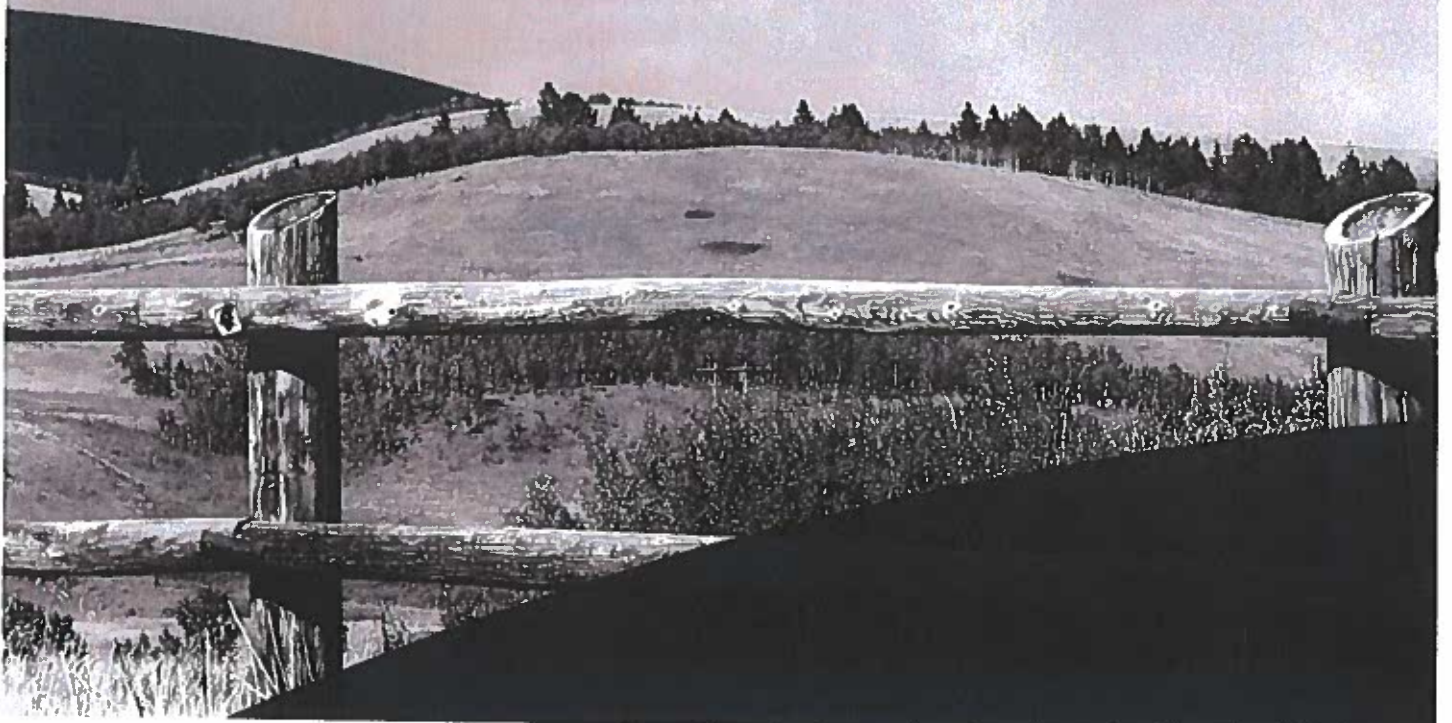
MUNICIPAL RESPONSE OPTIONS

The response options below demonstrate how significant non-residential assessment and taxation is for rural municipalities. Even a modest reduction in oil and gas assessment may require municipalities to drastically increase tax rates or reduce expenses. In other words, changes to assessment have significant domino effects on rural municipalities. These illustrate hypothetical impacts that the changes may have on operations based on available data. These should not be seen as recommendations, as they are only provided for context.

POTENTIAL RURAL MUNICIPALITY RESPONSE IMPACTS	SCENARIO A	SCENARIO B	SCENARIO C	SCENARIO D
Residential Mill Rate Increase	17.1%	18.5%	20.0%	25.3%
OR				
Non-Residential Mill Rate Increase (Excluding 5:1 limits)	21.8%	24.0%	26.5%	36.1%
Tax capacity shortfall due to 5:1 ratio (includes tax capacity loss still required to achieve 5:1)	\$18,125	\$149,325	\$290,914	\$795,882
OR				
Workforce cuts to cover losses (% of total FTE's)	16.8%	18.2%	19.7%	24.9%
FTE's at risk	12.46	13.47	14.56	18.44
OR				
Total Expense Reduction % (including capital infrastructure investment)	5.64%	6.10%	6.59%	8.35%
OR				
Time shortfall can be covered by Unallocated Reserves (Months)	0	0	0	0



Rural Municipalities of Alberta
**Assessment Model Review –
Outcomes Summary**



Technical Summary of Proposed Changes

The Government of Alberta has based the review process around four scenarios for changes to various aspects of the assessment model, with each resulting in a different level of impact to municipalities and industry in the form of overall assessment reductions. The review process was focused primarily on discussing the impacts of the various scenarios rather than the technical details. However, the Government of Alberta revised the scenarios repeatedly throughout the review process based mainly on ongoing data, information and suggestions received from industry. Unfortunately, RMA was not provided this data or detailed information on why the scenarios were continually changed.

As RMA was not involved in the year-long technical reviews that preceded the current review, it is unknown the extent to which the changes in each scenario are informed by the work of the technical reviews. Specific technical questions about the rationale behind the changes in each scenario should be direct to Alberta Municipal Affairs.

The technical changes in each scenario are summarized below (based on summary information provided to RMA by the Government of Alberta):

Current

Wells

- Base costs - Follows CCRG
- Depreciation - A set factor of 0.67 (67% asset value applied)
- Additional Depreciation - Production
- Land Assessment - 1766 to 12,792
- Statutory Level or Adjustment Factor - None

Pipelines

- Base Costs - Follows CCRG
- Depreciation - A straight factor of 0.67 (67% asset value applied for all pipe types [less than 10 inches or greater than 10 inches])
- Multi line adjustment - Not applicable
- Additional Depreciation - Production
- Land Assessment - Not applicable
- Statutory Level or Adjustment Factor - Not applicable
- Age - Not applicable

Scenario A – 7% overall assessment decrease

Wells

- Base costs - All costs designated by the CCRG are removed, and stimulation costs are removed.

- Depreciation - Begins at 10% and ends at 90%, dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years.
- Additional Depreciation - None applied.
- Land Assessment - No changes to the current land assessment listed in the Minister's Guidelines.
- Statutory Level or Adjustment Factor - A factor of 0.65 is applied to deep horizontal wells.

Pipelines

- Base Costs - All costs designated by the CCRG are removed, and a straight cut is used for crossings.
- Depreciation - For all pipe types less than 10 inches, depreciation begins at 10% and ends at 90%, dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years. For all pipe types greater than 10 inches, depreciation begins at 10% and ends at 90%, dropping 3% per year until maximum depreciation (factor of 0.10) is reached in 26 years.
- Multi line adjustment - A factor of 0.80 is applied to all pipe greater than 10 inches.
- Additional Depreciation - 0.95 for CFB Suffield.
- Land Assessment - Not applicable.
- Statutory Level or Adjustment Factor - Not applied.
- Age - Updated to reflect new information.

Machinery and Equipment – Well Sites

- Base Costs - All costs designated by the CCRG are removed.
- Depreciation - Depreciation begins at 25% and ends at 90%, holding 25% for the first four years, and dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years.
- Additional Depreciation - Loss in value from site-specific causes.
- Land Assessment - Included in the well assessment.
- Statutory Level or Adjustment Factor - Legislated 77%.

Machinery and Equipment – Facilities

- No change from the current
- Statutory Level or Adjustment Factor - Legislated 77%.

Scenario B – 9% overall assessment decrease

Wells

- Base Costs - All costs designated by the CCRG are removed, and stimulation costs are removed.
- Depreciation - Begins at 25% and ends at 90%, holding at 25% for the first four years, and dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years.
- Additional Depreciation - None applied.
- Land Assessment - Maintain current land assessment listed in the Minister's Guidelines, except the land assessment is reduced to zero when maximum depreciation is achieved.
- Statutory Level or Adjustment Factor: - A factor of 0.65 is applied to deep horizontal wells. A factor of 0.80 is applied to SAGD wells.

Pipelines

- Base Costs - All costs designated by the CCRG are removed, and a straight cut is used for crossings.
- Depreciation - For all pipe types less than 10 inches, depreciation begins at 10% and ends at 90%, dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years. For all pipe greater than 10 inches, depreciation begins at 10% and ends at 90%, dropping 3% per year until maximum depreciation (factor of 0.10) is reached in 26 years.
- Multi line adjustment - A factor of 0.80 is applied to all pipe greater than 10 inches.
- Additional Depreciation - 0.95 for CFB Suffield.
- Land Assessment - Not applicable.
- Statutory Level or Adjustment Factor - Not applied.
- Age - Updated to reflect new information.

Machinery and Equipment – Well Sites

- As described in Scenario A.

Machinery and Equipment – Facilities

- No change from the current.

Scenario C – 14% overall assessment decrease

Wells

- Base Costs - All costs designated by the CCRG are removed, and stimulation costs are removed.
- Depreciation - Begins at 25% and ends at 90%, holding at 25% for the first 4 years, and dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years.
- Additional Depreciation - None applied.
- Land Assessment – Maintain current land assessment listed in the Minister’s Guidelines, except the land assessment is reduced to zero when maximum depreciation is achieved.
- Statutory Level or Adjustment Factor - A factor of 0.65 is applied to SAGD wells.

Pipelines

- Base Costs - All costs designated by the CCRG are removed, and a straight cut is used for crossings.
- Depreciation - For all pipe sizes less than 10 inches, depreciation begins at 25% for the first four years and ends at 90%, dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years. For sizes greater than 10 inches, depreciation begins at 25% for the first four years and ends at 90%, dropping 3% per year until maximum depreciation (factor of 0.10) is reached in 26 years.
- Multi line adjustment - Factor of 0.80 is applied to all pipe greater than 10 inches.
- Additional Depreciation - 0.95 for CFB Suffield.
- Land Assessment - Not applicable.
- Statutory Level or Adjustment Factor - Not applied.
- Age - Updated to reflect new information.

Machinery and Equipment – Well Sites

- As described in Scenario A.

Machinery and Equipment – Facilities

- No change from the current.

Scenario D – 20% overall assessment decrease

Wells

- Base Costs - All costs designated by the CCRG are removed, and stimulation costs are removed.
- Depreciation - Begins at 25% and ends at 90%, and dropping 8% between year zero and year one, and by 4 % per year thereafter until maximum depreciation (factor of 0.10) is reached in 16 years.
- Additional Depreciation - 0.10 for zero production. Maximum depreciation is 0.10.
- Land Assessment - The land assessments are as follows:

Zone	Land Value – Single Pad	Land Value – Multi Pad
Central	3,838	512
NE	2,164	288
NW	1,589	212
SE	2,781	371
SW	2,424	323
Other	0	0

- Statutory Level or Adjustment Factor - SAGD receives a 0.65 factor

Pipelines

- Base Costs - All the costs designated by the CCRG are removed, and a straight cut is used for crossings.
- Depreciation - For all pipe sizes less than 10 inches, depreciation begins at 25 % for the first four years and ends at 90%, dropping 5% per year until maximum depreciation (factor of 0.10) is reached in 16 years. For sizes greater than 10 inches, depreciation begins at 25% for the first four years and ends at 90%, dropping 3% per year until maximum depreciation (factor of 0.10) is reached in 26 years.
- Multi line adjustment - A factor of 0.70 is applied to all pipe greater than 10 inches.
- Additional Depreciation - 0.95 for CFB Suffield.
- Land Assessment - Not applicable.
- Statutory Level or Adjustment Factor - Not applied.
- Age - Updated to reflect new information.

Machinery and Equipment – Well Sites

- As described in Scenario A.

Machinery and Equipment – Facilities

- No change from the current.

RMA's Response to Proposed Technical Changes

As noted, RMA was not involved or provided any information from the technical review processes that informed the development of the scenarios. Notably, every iteration of each scenario focused on increased tax relief to industry. Given the lack of available technical information, detailed data or methodology for the calculations used it is difficult to form an opinion on the scenarios outside of the reality that they will all negatively impact rural municipalities and will only become worse as assets continue to age. The proposed scenarios read as a wish list of industry and will cause significant harm to rural municipalities who have been strong partners to industry development for decades.

Further, these scenarios add even more tax policy items into the assessment model, which already includes many **existing** issues and challenges, including:

- Some of the excluded costs under the CCRG would not be excluded under the cost approach to value, and have been excluded under the CCRG to reflect historic negotiated decisions.
- The yearly setting of the assessment year modifier in Schedule B is not transparent and is not data driven based on changes to construction costs.
- The setting of the assessment year modifier is subject to ministerial discretion as impacted by the advocacy of industry groups.
- The age lives of machinery and equipment are set between 15 – 20 years at which time the equipment is fully depreciated; these artificially shortened age lives contrast with the actual life of a facility at 40 – 60 or more years.
- During the first five years equipment is assessed it receives an immediate 25% depreciation (the purpose of this tax policy was to provide an incentive to construct new machinery and equipment, however, there is no data to track whether this policy achieved this goal).
- The depreciation in Schedule C for machinery and equipment reaches a floor of 40% remaining; the purpose of this policy dating from the mid 1980s was to provide consistency and stability for municipalities.
- The statutory factor contained in the *Matters Relating to Assessment and Taxation Regulation*, further reducing the M&E assessment by a factor of 23%; the statutory factor represents a historical policy which should be reconsidered to see if it is still relevant.

As shown, many existing tax policies within the assessment model are still in existence despite their original intent (often investment incentive programs) having long since passed. This highlights the danger of the 'permanence' and lack of transparency of using the assessment model to engage in obvious tax policy initiatives, which is the primary intent of the current review.

Despite the “unknowns” in the proposed scenarios and lack of detail in the review process, there are a number of observations RMA has made about the suitability of the proposed changes:

Major Concerns

► **Base Costs Exclusions**

The rates in the *Minister’s Guidelines* should reflect the typical cost to construct, or in this case drill, the well. Construction costs include both labour and equipment. The only costs which can be excluded are those under the *Construction Cost Reporting Guide (CCRG)*.

Absent any additional information from the technical reviews, it is impossible to evaluate specific changes to base costs in these scenarios. However, they appear to be a departure from the intended value of reflecting accurate costs of construction, appear to arbitrarily exclude costs, and are potentially an embedded tax policy for industry.

► **Depreciation**

The scenarios include the introduction of depreciation of wells and pipelines, where the current assessment model uses a fixed rate of 0.67 (67%) asset value at all asset ages. The new scenarios add an age table for depreciation for pipelines and wells. The depreciation ranges from a high of 90% asset value or 75% asset value when new (depending on the scenario), to a floor of 10% asset value once fully depreciated. The asset life of depreciation is either 16 or 26 years depending the asset type and the scenario.

In the absence of technical review information, and based on conversations during the review process, it appears that this new depreciation approach is based on the economic profitability of the assets. This represents a marked departure from the current regulated valuation approach, which focuses on typical wear and tear (physical depreciation) and typical technological changes over time (functional depreciation) rather than market value.

These new scenarios are contrary to the principles underlying regulated assessment, and imports market value principles into the regulated assessment process. Depreciating wells and pipelines on the premise of profitability solely for the purpose of reducing assessment is one-sided, as the proposed scenarios do not include a mechanism to increase the assessment during healthy economic times.

► **Land Assessment**

Scenarios B and C set the land component at zero to when a well has reached maximum depreciation. Scenario D introduces set land value rates based on the region and well characteristics, though the proposed values are well below the current land value ranges, which are already nominal and do not reflect market value.

Land typically does not depreciate and should reflect market values, so this can only be considered an additional tax policy to benefit industry.

► **Other Adjustments, Statutory Factors and Depreciations**

The scenarios include a range of additional adjustments, statutory factors and depreciations. This includes a 0.75 factor for SAGD wells, a 0.70 factor for a multi-line adjustment, a 0.10 factor for zero production, among others. Again, without technical review information provided, it appears that these adjustments are actually very specific tax reduction policy initiatives to support particular asset types, that are being embedded into the assessment model. RMA is concerned that if the additional tax policy incentives are embedded in the assessment model then there will be no mechanism to know whether the policies have achieved their objectives and no mechanism to remove them after the objectives have been achieved. This phenomenon can be seen in the large amount of historical tax initiatives that are currently embedded in the assessment model. If history repeats itself, these adjustments (which are a clear response to current market factors) will remain in the assessment model for decades, with no ability to dial them back when market conditions correct.

Areas of Support

► ***Base Costs - Updating***

As noted above, the base cost rates should reflect the typical cost to construct, or in this case drill, a well. In this spirit, RMA supports the need to regularly review and update base costs to accurately reflect changes in construction costs, technological advances, and other necessary changes.

RMA would support a meaningful review process, undertaken by objective experts, and using detailed data. While RMA is hopeful this accurately describes the work conducted in the technical reviews, the work of the technical review has not been shared, so it is impossible to know what process was followed.

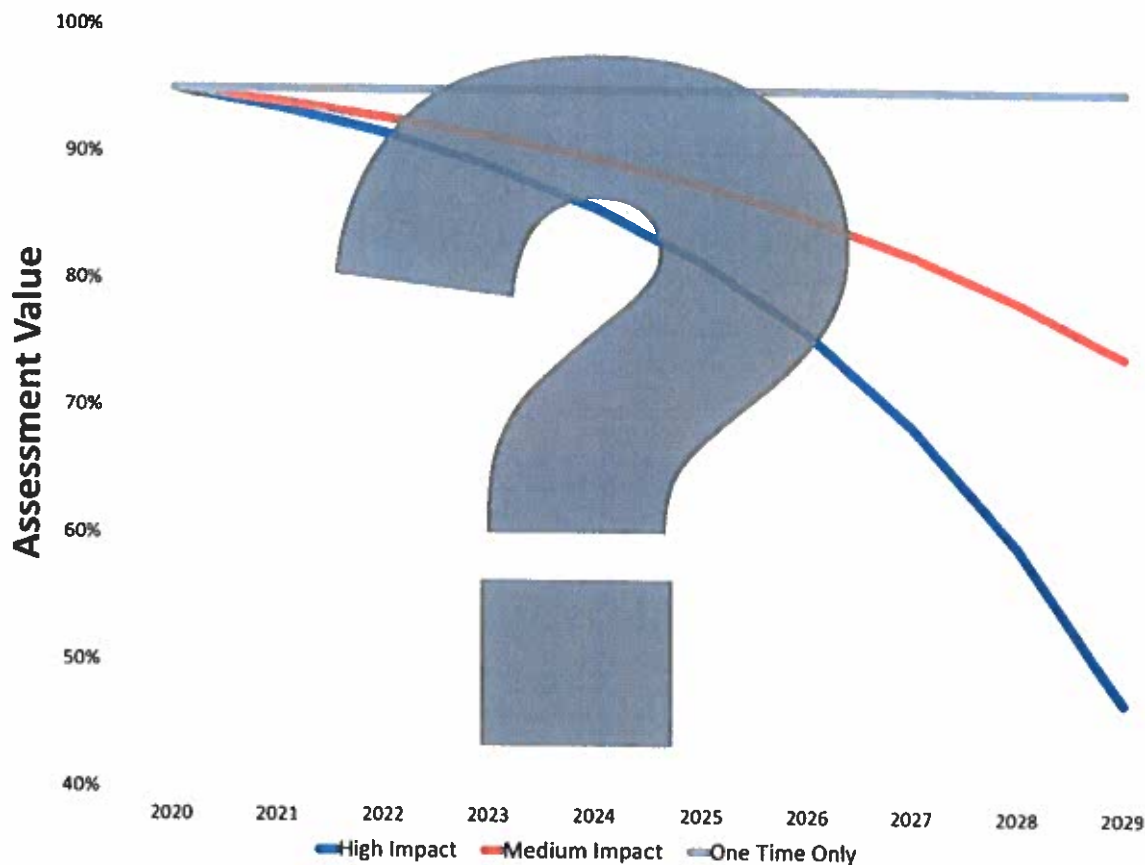
► ***Changes to the Assessment Year Modifier***

It appears that the review will include a move to an open, transparent, specified formula and data sources for the Schedule B Assessment Year Modifier being set out in the *Minister's Guidelines*. In the past, this modifier has not been transparent on how it was calculated. The inclusion of the formula, with reference to the public data sources, would increase transparency, predictability and consistency for all stakeholders.

Municipal Impacts of Proposed Changes

Each of the four scenarios proposed by the Government of Alberta would significantly reduce the overall rural municipal assessment base. This section will provide an overview of municipal fiscal impacts and potential municipal response mechanisms to the changes. It is important to note that the impacts of the scenarios vary significantly by region: a few municipalities actually benefit from the changes in some scenarios, while many lose huge amounts of assessment value and associated tax revenue. The analysis below shows average impacts as well as impact range to provide further support to the unpredictable and drastically different impacts that the changes produce across the province.

Due to limitations on the data provided during the review, RMA is only able to accurately model the impacts of the change in 2021. Due to changes to asset depreciation curves, it is likely that reductions will become more severe in each year beyond 2021. The lack of a long-term impact analysis is an extremely serious flaw of the review process. Due to the more aggressive depreciation curves inserted into all models, even municipalities who are relatively unaffected by the scenarios in 2021, will see the value of assessed value of existing property decrease much more rapidly than under the current model. Unfortunately, due to the lack of data provided during the review process, it is impossible to know how significant long-term impacts will be, as this is dependent on the age and type of each municipality's asset base.



What is known is that proceeding with such significant change with no knowledge of the long-term impacts it will have on the assessment base is highly concerning, which is why RMA has repeatedly called for a long-term impact analysis of the changes on both municipalities and industries prior to implementation.

It is important to continue to note that the data below is for 2021 only.

Overall municipal assessment base change (\$) – RMA members

Scenario Tax Impacts	Scenario A	Scenario B	Scenario C	Scenario D
Average among all rural municipalities	-126,863,993	-174,416,214	-277,155,495	-\$382,073,334
Least impacted municipality	+1,844,854,368	+1,510,074,086	+38,816,782	-5,088,160
Most impacted municipality	-1,059,619,509	-1,258,803,514	-1,495,636,950	-2,175,007,683

While average assessment base losses worsen somewhat consistently across the four scenarios, the actual individual municipal impacts of each scenario vary significantly. While many rural municipalities may be able to adapt to an assessment base loss between \$100 - \$400 million, for the several in each scenario that would face losses near or exceeding \$1 billion in assessment, the consequences may be much more extreme.

While the dollar amount losses paint a concerning picture, an even more impactful way to consider the scenarios is by looking at the percentage of assessment lost.

Overall municipal assessment base change (%) – RMA members

Scenario Tax Impacts	Scenario A	Scenario B	Scenario C	Scenario D
Average among all rural municipalities	-14	-16	-19	-24
Least impacted municipality	+16	+13	+1	-1
Most impacted municipality	-52	-52	-53	-56

A major weakness of using the assessment model to support industry competitiveness is that its complexity results in widely different regional impacts of any changes. The scenarios proposed by the Government of Alberta are no different. The chart below looks at the percentage of municipalities that will experience assessment base losses in excess of 10% under each scenario, divided by RMA district.

Percentage of municipalities with assessment base loss above 10% - by RMA district

District	Scenario A	Scenario B	Scenario C	Scenario D
1- Foothills-Little Bow	92%	100%	100%	100%

District	Scenario A	Scenario B	Scenario C	Scenario D
2 – Central	62%	69%	85%	85%
3 – Pembina River	46%	54%	54%	77%
4 – Northern	53%	60%	73%	93%
5 – Edmonton East	77%	85%	85%	92%
Overall	62%	68%	80%	88%

While rural municipalities across the province are severely impacted by the proposed changes, large reductions in revenue are most widespread across all scenarios in RMA's district one, which consists of thirteen municipalities in the far south of the province. Many of these municipalities are already suffering from unpaid taxes on oil and gas properties. The disproportionate regional impacts, and lack of mitigation strategies on the part of the Government of Alberta demonstrate the inequities built into the review process and proposed changes.

The information above speaks to the severe and inequitable impacts that the proposed scenarios have on the assessment bases of rural municipalities. While this is important, to adequately understand the consequences of these reductions, it is important to consider how they will impact municipal revenues and service delivery. Because each municipality will be impacted to different extents and select different responses, the information below provides hypothetical "average" rural municipal responses based on the impacts of the various scenarios and publicly available municipal data.

Potential Response Options – Average Rural Municipality

	Scenario A	Scenario B	Scenario C	Scenario D
Residential mill rate increase	85.78%	106.63%	148.23%	199.43%
Or				
Non-residential mill rate increase (excluding 5:1 limits)	15.63%	19.33%	22.76%	31.89%
Tax capacity shortfall due to 5:1 ratio (includes tax capacity loss still required to achieve 5:1)	\$4,806,050	\$4,952,061	\$5,093,415	\$5,608,241
Or				
Workforce cuts to cover losses (% of total FTEs)	11.52%	14.82%	21.59%	28.82%
Total rural municipal FTEs at risk	957	1,231	1,793	2,394
Or				
Average total expense reduction % (including capital infrastructure investment)	9.28%	10.78%	12.82%	16.24%
Or				

	Scenario A	Scenario B	Scenario C	Scenario D
% of rural municipalities that could not cover shortfall for one year with unrestricted reserves	44.9%	40.6%	42.0%	50.7%
% of rural municipalities that could not cover shortfall for two years with unrestricted reserves	60.8%	57.9%	63.7%	73.9%

In reality, most municipalities will react to the loss in revenue through a combination of tax rate increases, service level reductions, and debt. However, the examples above show how significant the reductions in assessment will be for rural municipalities.

More importantly, it shows the likelihood that other commercial property owners and residents will “pay the price” in subsidizing a property tax break to the oil and gas industry in the form of increased non-residential and residential tax rates or reduced services. The assessment approach for other commercial and residential properties is not being reviewed to give property owners “a break” during these challenging economic times; this manipulation of the assessment model is only being offered to the oil and gas industry. All other properties will be assessed in the same manner, and either receive a lower level of service or pay higher taxes to subsidize the municipal revenue lost from the oil and gas industry. **In other words, the tax burden will simply be shifted away from the oil and gas industry and on to all other businesses and residents. Most municipalities will simply have no other choice.**

Industry Impacts of Proposed Changes

*****Please note** – The Government of Alberta has indicated that the data used to determine tax impacts of each scenario on specific companies may not be fully accurate. As RMA must rely on the Government of Alberta to provide this level of detailed information, the conclusions below are reflective of the data provided during the review, and any inaccuracies are the result of the information provided.

Both RMA and its members have a long history of supporting and collaborating with Alberta's oil and gas industry. The final section of the report will propose an array of options to support industry competitiveness that are both fairer and more effective than manipulating the assessment model. This section will focus on evaluating the Government of Alberta's claim that the assessment model review is intended to enhance industry competitiveness and consider the extent to which it meets this priority.

"Industry competitiveness" was never defined during the review process, and the industry stakeholder representatives involved in the review (Canadian Association of Petroleum Producers [CAPP], Canadian Energy Pipelines Association [CEPA] and the Explorers and Producers Association of Canada [EPAC]) provided no evidence as to how reduced property assessments would enhance competitiveness in comparison to other industry cost drivers. There was also no consideration or respect afforded by industry to the important role that municipal infrastructure and services play in supporting oil and gas industry competitiveness by providing safe and reliable access to natural resources.

In addition to a lack of evidence as to the link between assessment and competitiveness, the recommended scenarios result in shockingly different outcomes for different oil and gas companies. While the overall oil and gas industry would see assessment reductions under each model, those benefits are not distributed equitably.

RMA has divided the 750 oil and gas companies that own property impacted by the review into the following categories based on the overall value of their assessed assets:

- Tier 1 (assessed asset value over \$500 million) – 27 companies
- Tier 2 (assessed asset value \$100 million - \$500 million) – 63 companies
- Tier 3 (assessed asset value \$20 million - \$100 million) – 98 companies
- Tier 4 (assessed asset value (\$1 million - \$20 million) – 227 companies
- Tier 5 (assessed asset value under \$1 million) – 335 companies

The table below shows how companies of different sizes would be impacted by assessment scenario D, which is favored by industry.

Industry Assessment Impacts – by Company Size – Scenario D

	Percent of Total firms	Percent of Total Assessment Base	Average Savings	Percent of total savings	Percent of firms with tax increases
Tier 1	3.60	62.14	-\$7,184,488	71.72	0
Tier 2	8.40	26.55	-\$868,011	20.22	6
Tier 3	13.07	8.83	-\$176,215	6.38	8
Tier 4	30.27	2.32	-\$18,828	1.58	16
Tier 5	44.67	0.16	-\$819	0.10	29

For comparison purposes, the impacts in the table below are for scenario B, which still has major revenue implications for municipalities but has been dismissed by industry as not meaningful in enhancing competitiveness.

Industry Assessment Impacts – by Company Size – Scenario B

	Percent of Total firms	Percent of Total Assessment Base	Average Savings	Percent of total savings	Percent of firms with tax increases
Tier 1	3.60	62.14	-\$4,358,795	108.88	19
Tier 2	8.40	26.55	+\$51,529	-3.00	46
Tier 3	13.07	8.83	+\$49,230	-4.46	47
Tier 4	30.27	2.32	+\$5,380	-1.13	40
Tier 5	44.67	0.16	+\$928	-0.29	41

What is significant about both scenarios is the disproportionate benefit that the largest oil and gas companies in the province receive. In each scenario, Tier 1 is the only group of companies who receive benefits that exceed their share of the actual assessment base. In scenario D, which has the most extreme negative impacts on municipal viability, all tiers benefit, though the extent of benefits decrease as company size decreases. In scenario B, tiers 2-5, which comprise 723 of 750 companies impacted by the review, collectively face increased costs, while the 27 tier 1 companies receive huge assessment and tax relief. Additionally, in both scenarios, many of the smallest companies (tiers 4 and 5) would face assessment increases.

What does this mean? Industry is arguing that scenario D is the only option to truly enhance competitiveness, and that may be true given the options developed. Scenarios A, B and C would hurt municipalities and hurt most oil and gas companies, while scenario D would decimate municipalities and provide at least modest relief to all company tiers (though again, even under scenario D, 145 companies would face assessment increases). The only groups that win in every scenario are the

largest oil and gas companies operating in Alberta, many of which have holdings worldwide and would be under no obligation to reinvest savings in the province.

What this industry analysis shows is that the assessment model review is not meeting its mandate of enhancing competitiveness and supporting municipal viability. It is reducing assessments for the largest and most well-connected companies on the backs of small oil and gas producers and municipalities.

RMA supports an assessment model review, but this analysis proves that the current process is inequitable. A review should focus on updating data and methodology to maintain an objective assessment system, and industry competitiveness should be address using the alternatives on the following page.

Alternative Approaches to Enhancing Industry Competitiveness

Although not part of the review process, RMA conducted an analysis of alternative approaches to enhancing industry competitiveness and evaluated them based on the following five principles:

Equitable in Cost Sharing	Equitable in Benefits Sharing	Tangibility	Sustainability	Transparency
All activities enacted to support oil and gas competitiveness should be equitably born through a partnership between the Government of Alberta and Alberta municipalities and reflect the relative powers and financial tools available to each level of government to support industry.	All activities enacted to support oil and gas competitiveness should equitably benefit companies in the oil and gas sector and not be focused on large companies to the detriment of smaller entities.	Financial contributions to industry either through direct investment or tax reduction should be designed to elicit direct, observable action by industry in the form of capital investment or employment creation.	Solutions cannot be solely focused on short-term gains or impacts but should put in place mechanisms that consider the potential for times of greater prosperity. Sustainability to municipalities means that revenue over the taxable life of the asset justifies infrastructure investments to support industrial development.	The goals, contributions, benefits and mechanisms put in place to support industry must be reported in a manner that is understandable to provincial taxpayers and municipal ratepayers. Mechanisms have built-in means for regular review and potential revision to maintain equitability and fairness.

Based on these principles, RMA analyzed 13 options (including manipulation of the assessment model) to support industry competitiveness and assigned each a score out of five – a high score indicates a strong option based on RMA's principles. Options and scoring were as follows:

Policy Alternatives	Scoring Factors					Total Score
	Cost Sharing	Benefits Sharing	Tangibility	Sustainability	Transparency	
Tax and Royalty Forgiveness						
Assessment Manipulation (Current Review)	1	2	1	1	1	1.2
Municipal Tax Rebate Policy	1	3	1	2	3	2.0
Tax Rebate Policy on New Investment	3	3	4	2	3	3.0
Education Property Tax Requisition Adjustments	5	3	1	3	3	3.0
Oil & Gas Royalties Reduction	5	3	2	3	4	3.2
Additional Mill Rate Categories	3	4	1	3	3	2.8
Property Tax Incentives Expansion	2	2	4	1	4	2.6

Mill Rate Ratio Adjustment	2	3	1	2	3	2.2
Downtime and Production Tax Rebates	2	2	2	2	1	1.8
Income Tax Reduction / Tax Credits	5	4	5	3	4	4.2
Direct Incentives						
Environmental Remediation	5	2	4	4	3	3.6
Incentive Based Grants / Shared Investment	4	4	5	4	4	4.2
Direct Infrastructure Investment Program	5	3	4	4	4	4.0

What this analysis shows is that making changes to the assessment model to support industry competitiveness during a difficult economic time is a poor option by all measures, and there are many other approaches the province could take that would better support competitiveness. Changing the assessment model is inequitable, as it places the entire burden for industry savings onto municipalities. It is also inequitable in how the benefits are distributed, as the section above demonstrates that large companies receive significant assessment reductions, while assessment will increase for many small companies. The approach lacks tangibility in that there is no link between any cost savings provided to industry and capital investment or job creation in Alberta. The approach is also not sustainable as the aggressive depreciation curves proposed will have long-term impacts on municipalities that are even more serious than the immediate impacts summarized above. Finally, the approach is not transparent as any industry incentives are “baked” into the assessment model in a way that is not easily visible, and very difficult to change or remove when they are no longer required.

On the other hand, many alternatives in the table above score much higher in all principle categories. For example, incentive based grants/shared investments (in which government provides financial support based on a company meeting specific targets or committing to particular levels of investment) score highly in all categories, as it fairly shared the cost burden and benefits, provides a direct link between the incentive given and measurable actions taken on the part of the company, is sustainable in the sense that the incentive would not be provided if the company’s action did not lead to a long-term benefit to the province, and is highly transparent as the incentive is only provided based on the company undertaking a specific action.

RMA’s full submission to the Government of Alberta includes a complete analysis of all the options above. **What is important for members to consider is that the province’s stated goal of using the assessment system for industry competitiveness fails in meeting every principle identified by RMA as characteristic of an effective industry competitiveness enhancement tool.** RMA can provide members with more detailed information on the tools and analysis upon request.

Assessment Model Review

Alberta's assessment model is intended to provide a means for all properties in the province to be assigned an objective annual value for the purposes of property taxation and to inform municipal grants and requisitions. While most properties are assessed based on their market values, designated industrial properties such as wells and pipelines are assessed based on several regulated factors linked to depreciation, size, materials, etc. By attempting to use the assessment system to enhance industry competitiveness, the 2020 review and subsequent changes to how these regulated properties are assessed has compromised the objectivity of the regulated assessment model, and will result in serious fiscal impacts to municipalities, while actually compromising the competitiveness of many small oil and gas companies.

What is RMA's position on the role of Alberta's assessment system?

- Alberta's assessment model is intended to provide an objective and data-driven method to valuing properties in the province.
- Any changes to the regulated assessment models should be based on new information, new methodology, and accurately assessing new technology and equipment.
- Alberta's assessment system should not be modified or amended to address short-term challenges of a specific industry or property type.
- Tax exemption policies should not be built into the assessment system. Such policies should be implemented in a transparent and targeted manner.

What are the risks and challenges associated with using the regulated assessment system to enhance industry competitiveness?

- The regulated assessment model is highly complex and not designed to be used to provide targeted support to specific industries or property types. As such, any attempts at targeted industry support through assessment manipulation will have unintended impacts on both property owners and municipalities.
- "Ability to pay" is not a factor in the assessment process for any regulated and non-regulated property in Alberta, and should not be built into the model for wells, pipelines, and other oil and gas equipment. This should be addressed through other provincial policy tools.

- Manipulating the assessment system to support industry competitiveness will have a wide range of impacts on municipal assessment values, which affect municipal revenues, grant distribution, requisition calculations, and will have both local and regional impacts across Alberta.
- A reduction in assessment will force municipalities to make a range of revenue-generation and spending changes, including some combination of raising tax rates on residential and non-residential property classes, reducing service levels, revising or cancelling intermunicipal agreements, or potentially facing non-viability. The actual impacts of the proposed changes will vary widely by municipality.
- There is no mechanism to require the oil and gas industry re-invest any cost savings received through changes to the assessment model in Alberta in the form of job creation and/or capital investment.

What is RMA's position on the outcomes of the 2020 assessment model review for regulated oil and gas properties?

- The final scenarios recommended to provincial ministers based on the review process will have severe negative impacts on rural municipalities in the form of reduced assessment values and taxation revenues.
- The final scenarios recommended to provincial ministers based on the review process have not been adequately evaluated in relation to enhancing industry competitiveness and supporting municipal viability, which the Government of Alberta identified as the two review priorities.
- The final scenarios recommended to provincial ministers based on the review process will have widely different impacts on municipalities in different regions of the province. Municipalities that primarily host older oil and gas infrastructure will be much more negatively impacted than municipalities that host newer oil and gas infrastructure.
- The data used to develop the final scenarios recommended to provincial decision-makers is incomplete, as it is based on only one year of impacts. Due to the significant changes to depreciation curves used in each scenario, the multi-year impacts of the changes will be much more impactful and must be considered in a final decision on changes to the assessment model.
- The final scenarios recommended to provincial ministers based on the review process will have significantly different impacts on oil and gas companies of different sizes. The largest oil and gas companies operating in Alberta will benefit significantly, while the smallest oil and gas companies will, in many cases, face significantly higher assessments.

How will the outcomes of the 2020 assessment model review impact municipal sustainability?

- Municipalities rely on fair, objective and consistent property assessment system to adequately plan and budget.
- Under the four scenarios proposed by the Government of Alberta, Alberta municipalities will lose between \$109 million and \$291 million in tax revenue in 2021, with likely increases each year as assessable property depreciates.
- Under the scenario favored by the oil and gas industry, the average rural municipality will lose over 12% of its revenues in 2021, and 10 municipalities will lose over 20% of their revenues.
- Municipalities have limited tools to generate revenue. Significantly reducing property assessments will force municipalities to increase non-residential and residential tax rates, reduce service levels, eliminate staff positions, and/or consider dissolution. A rural dissolution would have significant cost and service implications, as the average rural municipality manages 1955 kilometres of road over 120 bridges, most of which exist to provide industry access to natural resources and markets.
- Industry has formally requested that municipal tax rates be frozen for non-residential properties. This, along with the changes to the assessment model favored by industry, would require municipalities to raise their residential tax rate by an average of 199% to offset revenue losses.
- Including capital and infrastructure investment, the average municipality would be required to reduce expenses by over 16% to offset revenue losses in the oil and gas industry's preferred scenario.
- When combined with increased policing costs, reduced grant funding, and COVID-19-related property tax deferrals, many rural municipalities will lack the ability to adapt to the revenue reductions that will be the result of the scenarios proposed by the Government of Alberta.

How will the outcomes of the 2020 assessment model review impact oil and gas industry competitiveness?

- Throughout the review process, no data or information linking assessment reductions to competitiveness enhancements was provided by industry stakeholders or the Government of Alberta.
- Although the oil and gas industry as a whole will receive modest cost reductions through the reduction of



POSITION STATEMENT

property assessment, there is absolutely no requirement or incentive that will ensure any savings benefit Alberta in the form of increased industry investment and job creation.

- Based on the Government of Alberta's proposed scenarios, the largest oil and gas companies operating in the province will receive a disproportionate share of benefits from changes to the assessment model. Small and locally-owned companies will, on average, receive significantly less benefit, and in many cases will face significant assessment increases.
- Many of the companies that will benefit most from the assessment model review have holdings worldwide and are under no obligation to reinvest savings in Alberta.
- Under the proposed changes to the assessment model favored by industry, over one-third of all oil and gas companies would face assessment increases, while the largest oil and gas companies would receive benefits that greatly exceed their share of the assessment base.

What alternatives would better enhance oil and gas industry competitiveness while supporting municipal sustainability?

- There are a wide variety of tax and policy tools available to enhance oil and gas industry competitiveness.
- Any tool to enhance industry competitiveness should be evaluated on five principles:
 - Equitable in cost-sharing – are the costs of supporting industry shared equitably among different levels of government?
 - Equitable in benefits-sharing – are the benefits of an incentive or support distributed equitably within industry and do they reach the sub-sets of industry that need it the most?
 - Tangibility - Do the benefits of the tool lead to direct, observable action by industry that provides an overall provincial benefit (capital investment, job creation, etc.)?
 - Sustainability – Does the tool prioritize long-term growth and investment for industry and is it adjustable or cancellable if it is no longer needed?
 - Transparency – Is the tool understandable to taxpayers? Are the province-wide benefits easily observable? Does the tool have a built-in means for regular review and modification?

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POSITION STATEMENT

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(1104)

debbie@onoway.ca

From: cao@onoway.ca
Sent: July 22, 2020 9:09 AM
To: 'Judy Tracy'; ltonita@onoway.ca; 'Pat St.Hilaire'; jmickle@onoway.ca; ljohnson@onoway.ca; 'Jason Madge'; debbie@onoway.ca
Subject: FW: Urgent: Invitation to Register for Recreation Communities Town Hall - July 23rd - 10:00am

Council/Jason – please see below this very last minute invite to this town hall. This is intended for those communities who are facing real stressers (Alberta Beach for instance with their beach area).

If some of you end up participating in this we will then add it to our next agenda for ratification.

Thx

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

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From: Crystal Zevola <czevola@auma.ca> **On Behalf Of** Dan Rude
Sent: July 22, 2020 8:58 AM
Subject: Urgent: Invitation to Register for Recreation Communities Town Hall - July 23rd - 10:00am

AUMA is happy to partner with the Government of Alberta to offer a town hall for Tourist Recreational communities. This event is intended to answer your questions about how to reduce the risk of transmission of COVID-19 at recreational sites such as beaches.

Town Hall:

- Thursday, July 23, 2020, at 10 a.m.

The Town Hall will include updates from:

- Dr. Deena Hinshaw, Chief Medical Officer of Health;
- Michelle Evans, Economic Development, Trade and Tourism;
- Amy Nugent, Environment and Parks;
- Nick Grimshaw, Environment and Parks;
- Marlin Degrand, Justice and Solicitor General; and
- Follow by a question and answer session.

If you are interested in participating in this town hall discussion, please register at the link below:

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**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
June 17, 2020
Pleasant View Lodge, Mayerthorpe, AB
1:00 p.m.**

1. Call to Order- 12:57 p.m. by Ross Bohnet

Present: Ross Bohnet, Sandy Morton, Ray Hilts, Daryl Weber, Ann Morrison, Bernie Poulin and Pat St. Hilaire.

Absent: Woodlands County Representative.

Staff: Dena Krysik –CAO, Betty Gale –Recording Secretary, Robin Strome- Finance Officer

2. Approval of Agenda

Board Member Daryl Weber moves:

Motion #20-019: To approve the Agenda as presented.

Carried

3. Minutes

Board Member Sandy Morton moves:

Motion #20-020: The Board approves the March 4, 2020 Board Meeting minutes as presented.

Carried

Board Member Pat St. Hilaire moves:

Motion #20-021: The Board approves the March 30, 2020 Board Meeting minutes as presented.

Carried

4. Financial Reports

Board Member Bernie Poulin moves:

Motion #20-022: The Board approves the Financial Reports at May 31, 2020 as presented.

Carried

Board Member Sandy Morton moves:

Motion #20-023: The Board approves to implement a \$2.00/hour wage top up effective April 20, 2020 for LSAF employees including but not limited to Cooks, Lodge Assistants, Laundry, Activities, Maintenance and Administration, to match the currently approved wage top up initiated for Health Care Aide staff within the Province of Alberta and the LSAF administration continue to apply for opportunities for wage subsidy programs to offset the overall cost to the increasing wage budget due to COVID-19 to be effective until the end of the pandemic as determined by the Chief Medical Officer of Health.

Carried

Board Member Ray Hilts moves:

Motion #20-024: The Board approves a 2% Cost of Living Adjustment for all Lac Ste. Anne Foundation Employees retroactive to April 1, 2020.

Carried

Board Member Ann Morrison moves:

Motion #20-025: The Board approves the 2020 Municipal Requisition as presented.

Carried

5. New/Other Business

Board Member Bernie Poulin moves:

Motion #20-026: The Board accepts the 2019 Internal Certificate of Recognition (COR) Action Plan as presented as information.

Carried

Board Member Ray Hilts moves:

Motion #20-027: The Board approves the amended 2020-2022 Strategic Business Plan as presented.

Carried

Board Member Sandy Morton moves:

Motion #20-028: The Board approves the Community Housing sales as information.

Carried

6. Policy Review

7. Information Items

Board Member Ann Morrison moves:

Motion #20-029: The Board accepts agenda items 7a to 7d for the June 17, 2020 meeting as information.

Carried

8. In Camera

Board Member Bernie Poulin moves:

Motion #20-030: The Board moves to go in camera at 2:50 p.m.

Carried

Board Member Bernie Poulin moves:

Motion #20-031: The Board moves to come out of camera at 3:07 p.m.

Carried

9. Date, Place & Time of Next Meeting

All Board Members moves:

Motion #20-032: The Board moves that the next board meeting will be held on July 22, 2020 at the Pleasant View Lodge in Mayerthorpe at 1:00 p.m.

Carried

10. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 3:08 p.m.

Chairperson

Date

Chief Administrator Officer

Date

debbie@onoway.ca

From: cao@onoway.ca
Sent: July 28, 2020 7:32 PM
To: 'Judy Tracy'; 'Lynne Tonita'; 'Pat St.Hilaire'; 'Jeffery Mickle'; 'Lisa Johnson'
Cc: debbie@onoway.ca
Subject: FW: Towns West Announcement

Wendy Wildman

CAO

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NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: cao@onoway.ca

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From: Fayrell Wheeler <fwheeler@draytonvalley.ca>

Sent: July 28, 2020 6:45 PM

To: 'admin@rainbowlake.ca'; 'admin@wembley.ca'; 'ageorget@council.tosr.ca'; 'aparker@falher.ca'; 'bill@townofswanhills.com'; 'bowdenmayor@gmail.com'; 'cao@fairview.ca'; 'cao@grimshaw.ca'; 'cao@highprairie.ca'; 'cao@manning.ca'; 'cao@mayerthorpe.ca'; 'cao@mclennan.ca'; 'cao@onoway.ca'; 'cao@town.bowden.ab.ca'; 'cao@townofspiritriver.ca'; 'cburke@thorsby.ca'; 'cmcateer@highlevel.ca'; 'cparker@peaceriver.ca'; 'craigwilson@townofswanhills.com'; 'dkrause@rockymtnhouse.com'; 'dmckenzie@barrhead.ca'; 'donna.buchinski@falher.ca'; 'grathjen@bentleycouncil.ca'; 'grycroft@beaverlodge.ca'; 'helen@eckville.com'; 'info@manning.ca'; 'info@onoway.ca'; 'jackramsden@eckville.com'; 'jim.h@foxcreek.ca'; 'krodberg@calmar.ca'; 'liz.bentley@telus.net'; 'lori@rimbey.com'; 'maryannchichak@whitecourt.ca'; Mayor Kate Potter <mayorpotter@sexsmith.ca>; 'mayor@devon.ca'; 'mayor@edson.ca'; 'mayor@highprairie.ca'; 'mayor@hinton.ca'; 'mayor@valleyview.ca'; 'mayorturnmire@wembley.ca'; 'mfercho@town.jasper.ab.ca'; Michael Doerksen <mayor@draytonvalley.ca>; 'miked@edson.ca'; 'mkoziol@hinton.ca'; 'mtaylor@barrhead.ca'; 'myargeau@townofpenhold.ca'; 'operations@foxcreek.ca'; 'petersmyl@whitecourt.ca'; 'rbinnendyk@townofpenhold.ca'; 'rcard@rainbowlake.ca'; 'rick.pankiw@rimbey.com'; 'rireland@town.jasper.ab.ca'; 'rlrigger@westlock.ca'; 'rodraymond@thorsby.ca'; 'sandys10@telus.net'; SlaveLake CAO <CAO@Slavelake.ca>; 'smcintyre@sylvanlake.ca'; 'staylor@valleyview.ca'; 't.goulden@stonyplain.com'; 'tburke@rockymtnhouse.com'; 'tkulbisky@devon.ca'; 'tletendre@beaverlodge.ca'; 'tosadmin@sexsmith.ca'; 'ttarpey@peaceriver.ca'; 'tyler@slavelake.ca'; 'w.choy@stonyplain.com'; Westlock CAO- Simone <swiley@westlock.ca>; 'wferris@sylvanlake.ca'; Winston Rossouw <wrossouw@draytonvalley.ca>; 'wyachimetz@calmar.ca'

Subject: Towns West Announcement

Dear Friends and Colleagues:

As you may know, my term as Director, Towns West with the Alberta Urban Municipalities Association is set to expire in September. I'm writing today to let you know that I will not be seeking re election for a second term.

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It has been a tremendous pleasure and a great honour to serve as Director for the past two years. I am proud of the work we have done as an organization through some very challenging times and I remain optimistic about the future of both the AUMA and of Alberta's towns. Like many of you I have a full time job alongside my commitments as an elected official, so at this point I feel it's best to step aside to allow someone who has the time and energy to drive our organization forward to serve on the AUMA board.

If any of you are interested in putting your name forward to be the next Director, Towns West, I'd be happy to chat and give you some information about what's involved. It's an exciting and challenging position and brings with it the opportunity to share your own viewpoints and insights and to shape policy as well as to learn from colleagues from around the province.

The deadline for nominations is September 17th and the vote will be held virtually at the conference September 24-25. Here is the link: <https://auma.ca/news/call-nominations-%E2%80%93-auma-board-directors>

It's been a great pleasure getting to meet so many of you over the course of my term as Director. The passion and desire to serve our communities that we all share will serve us well as we work to build a bright and sustainable future for Alberta's towns.

In closing, I'd like to thank you for your support in allowing me to be your representative on the AUMA board. I look forward to continuing to connect with you at our upcoming events.

Sincerely,
Fayrell Wheeler

Fayrell Wheeler
Councillor/Director Towns West- AUMA
Town of Drayton Valley
5120-52 Street, Box 6837 Drayton Valley, AB T7A 1A1
P: 780-898-3655 | F: 780-542-5753
E: fwheeler@draytonvalley.ca

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Call for nominations – AUMA Board of Directors

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June 26, 2020

AUMA is seeking nominations of qualified candidates to serve on its Board of Directors.

Positions up for election in 2020

The following positions are scheduled for election in 2020:

- Director, Cities up to 500,000 for a two-year term
- Director, Towns West for a two-year term
- Director, Towns South for a two-year term
- Director, Villages East for a two-year term
- Director, Villages West for a two-year term
- Vice-President, Cities up to 500,000 for a one-year term
- Vice-President, Towns for a one-year term
- Vice-President, Villages and Summer Villages for a one-year term

Elections will take place on Thursday, September 24, 2020, during the annual AUMA Convention.

The deadline for **ALL** nominations for the 2020 AUMA Board elections is **11:59 p.m., Thursday, September 17, 2020**. AUMA requests that elected officials and Chief Administrative Officers ensure that all council members are aware of the 2020 nomination deadline.

Information and Nomination Package

The [candidate nomination package](#) provides guidelines for determining an individual's candidacy, as well as the relevant nomination forms and submission instructions.

Planning is underway for the 2020 board elections, and further details, including those regarding the elections procedure, will be available in July.

[Download the candidate nomination package](#) to get started.

Please direct any questions about the elections to [Courtney Burton](#), AUMA's Returning Officer.

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AUMA statement on Bill 29: Provincial government has rejected principles of local democracy

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July 22, 2020

Last month, AUMA asked the provincial government to respect the [principles](#) Alberta's municipal leaders endorsed to safeguard fair and democratic local elections. We are deeply disappointed the government has chosen to proceed without incorporating our feedback for amendments to *Bill 29: Local Authorities Election Amendment Act (LAEA) 2020*.

This decision demonstrates a lack of respect for the role of municipal councils, our democratic mandate, and Alberta's voters, resulting in the potential for profound negative consequences for democracy in Alberta's communities.

To ensure a level playing field, we asked the government to make three simple changes to their amendments to the LAEA:

1. Keep big money from manipulating local elections by setting contribution limits that are achievable and realistic for grassroots supporters.
2. Allow municipalities to continue setting bylaws for candidates to disclose their full donor list and the amounts contributed before the municipal election date in 2021.
3. Make third-party advertising accountable by outlining clear declarations of contributors and by limiting the contribution amounts.

The provincial government has outright rejected our first two requests and deferred a decision on the third item until a later date. Without these changes, there is now the strong potential to introduce big money and partisan politics to influence the upcoming 2021 municipal elections.

On numerous occasions, we met and communicated with Minister Madu, and the Ministry of Municipal Affairs in an effort to help them understand the importance of our feedback, since legislative amendments must preserve the local, non-partisan, democratic processes that Albertans expect.

In the [Municipal Affairs 2018-19 annual report](#), Minister Madu is quoted as saying, "Alberta's success lies in the prosperity of its many vibrant municipalities. To fuel that prosperity, municipalities need a positive partnership with the provincial government and long-range planning to meet their community priorities."

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We consider the Ministry of Municipal Affairs' role to include advancing and championing municipalities' best interests. AUMA originally provided [support to the provincial government's announcement](#) about changes to Bill 29 because we were assured by the Ministry of Municipal Affairs that they were willing to consider reasonable amendments to make local democracy more accountable. Better consultation is needed.

A real commitment by Municipal Affairs to collaborate with AUMA and its membership is the only way forward to rebuild the prosperity of our communities and our province.

Please direct media inquiries to:

[Carla Putnam Kerr](#)

Communications Manager, AUMA

780-668-2436

[Back to news](#)

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debbie@onoway.ca

From: cao@onoway.ca
Sent: July 22, 2020 12:54 PM
To: 'Judy Tracy'; 'Lynne Tonita'; 'Pat St.Hilaire'; 'Jeff Mickle'; 'Lisa Johnson'; 'Jason Madge'; 'Penny Frizzell'; 'Shelley Vaughn'; debbie@onoway.ca
Subject: FW: Provincial government has rejected principles of local democracy
Importance: High

Deb – for our next agenda

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

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From: President <President@auma.ca>
Sent: July 22, 2020 11:21 AM
Subject: Provincial government has rejected principles of local democracy

Good morning Mayors and Councillors,

After a concerted effort to help the Premier, Minister Madu, and Municipal Affairs staff understand our members' concerns with their proposed changes to the LAEA, Bill 29 passed its third reading late last night with none of our amendments incorporated.

We are deeply disappointed with the government's unwillingness to respect the principles our members endorsed.

Here is our [media release](#) expressing our disappointment. We appreciate your support by echoing this message in your local media and through your social media accounts by sharing our [Twitter post](#) and [Facebook post](#) with your followers.

Best regards,

Barry Morishita | President
Mayor, City of Brooks



JOINT MEDIA RELEASE: REGIONAL LEADERS REVIEW DUAL CALL-OUT FIRE SERVICES MODEL MLA Getson applauds strengthened collaboration between Lac Ste. Anne County Fire Services and Onoway Regional Fire Services.

Sangudo, Alberta, Monday, July 20, 2020 – Lac Ste. Anne County recently met with adjacent municipal officials to review the integrated fire services model that exists between Lac Ste. Anne County Fire Services and Onoway Regional Fire Services operated by Northwest Fire Rescue. This unique model leverages the infrastructure and capacity of these public and private-sector contingents to provide comprehensive, collaborative and timely fire services to the greater Lac Ste. Anne region.

Lac Ste. Anne-Parkland MLA Shane Getson was in attendance for the review, and expressed interest in sharing the ongoing successes of the County's hybrid support model with other regions in the province. He suggested that the model that could fill the gap in areas where industry has the ability to augment services and support.

"We're lucky in our area to have a hybrid model of service and coverage when it comes to fire fighting and rescue services," stated MLA Getson. "I was pleased to be part of a coordination meeting recently to review the coverage and interface between the two groups, and the representatives from the communities they serve."

"After a little over a year with a new dispatch and coverage procedure I was also pleased to see now that there is enough information to perform a lessons learned review, and to tweak the system as required to continue to improve on efficiencies, and to maintain or improve services because of it."

During the review, MLA Getson commended the municipal leaders on their progress, stating: **"we need you, and our community is better off because of the work that you are performing and the cooperation you are showing to develop this innovative model."**

The dual call-out agreement between Lac Ste. Anne County Fire Services and Northwest Fire Rescue (the Town of Onoway's private-sector contractor) is a derivative of a standard mutual aid model. Under this agreement, both departments are simultaneously notified when a critical event occurs; resources are then coordinated based upon the crews and apparatus closest to the scene. By contrast, under a standard mutual aid agreement, the decision to engage outside resources would be the purview of the host municipality's fire department.

Collective Approval of Collaborative Model

"Intermunicipal collaboration can be tricky at the best of times," shared Lac Ste. Anne County Reeve Joe Blakeman. "We have had challenges and rough patches along the way. However, thanks to the perseverance, cooperation and respect of all involved, we've created a viable, resourceful fire services model that distributes resources in ways that meet the demands of a wider segment of the Lac Ste. Anne County region — both today and years into the future."

Judy Tracy, Mayor of the Town of Onoway, expressed pride in the continued collaborative work of Onoway Regional Fire and Lac Ste. Anne County Fire Services. "The highways in the region have become safer to travel since the establishment of a dual call out system," shared Mayor Tracy. "The Fire Chiefs from both departments have overcome much in order to establish a cohesive working environment for all highways calls. While the system may still need some tweaking, it is working and that is good news for all who travel on the highways."

Other municipal leaders present at the review echoed the sentiments of Reeve Blakeman and Mayor Tracy. Bernie Poulin, Mayor of Silver Sands and representative of the the Summer Villages Lac Ste. Anne County East (SVLSACE), applauded the County's approval on dual call-outs on the region's highways. "Our residents now have superior response times helping ensure their future quality of life," he stated.

"Alberta Beach is very proud to be working in collaboration with our municipal neighbours on this very important issue," added Alberta Beach Mayor Jim Benedict. "The dual call out system has improved response times, saving lives and delivering cost-sharing efficiencies. We would like to Thank the County for having faith in our fire service, and taking the huge step of entering into this dual call-out agreement."

The County looks forward to building upon the successes of this unified framework, and continuing to strengthen the collaborative potential between Lac Ste. Anne County Fire Services and Onoway Regional Fire Rescue with the shared goal of servicing and safeguarding the community at large.

— 30 —

Media Contact:
Joe Blakeman | Reeve
Lac Ste. Anne County

TEL 780.918.1916
jblakeman@LSAC.ca

(176)



587.892.7874 | aapg.ca



310.AUMA | auma.ca



780.955.3639 | RMAAlberta.com

July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

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If you have any questions or suggestions at this time please feel free to contact us at
or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta
Barry Morishita, President, Alberta Urban Municipalities Association
Terry Coleman, Chair, Alberta Association of Police Governance

ALBERTA POLICE INTERIM ADVISORY BOARD

TERMS OF REFERENCE

BACKGROUND

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

MANDATE / RESPONSIBILITIES

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

SCOPE

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

MEMBERSHIP

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

Interim Board Representation

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

Chair

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

Secretary

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

RESPONSIBILITIES

Conduct

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

Duties

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP "K" Division as necessary and required to discuss matters related to the Interim Board's mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board's work.

Meetings

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

Reporting

Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board's recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board's recommendations and advice on the JSG/RCMP "K" Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board's recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

Quorum

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

Voting

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

EXPENSES

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

CONFIDENTIALITY

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.

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Town of Onoway

Box 540, Onoway, AB T0E 1V0

July 31, 2020

Community Futures Yellowhead East
Attention: Michelle Jones, Executive Director
Unit #1, 5023 – 50 Avenue
PO Box 2185
Whitecourt, AB T7S 1P8

RE: Letter of Support – COVID-19 Business Viability and Strategic Pivoting – ROF Grant Project

Dear Michelle:

On behalf of the Town of Onoway, I would like to provide you with a letter of support acknowledging our confirmed partnership with Community Futures Yellowhead East (CFYE) on the ROF Grant Project, which will provide direct training to the business community to mitigate the affects of COVID-19 within the entire CFYE region.

Council passed a motion at their July 16, 2020 meeting to provide an in-kind contribution of \$250, which will mainly consist of project marketing, networking and information sharing.

We look forward to working with you on this project and wish you every success in your grant application.

Yours truly,

Wendy Wildman
Chief Administrative Officer
Town of Onoway
/dg
c.c. Council