

**AGENDA FOR THE REGULAR MEETING OF
THE COUNCIL OF THE TOWN OF ONOWAY
HELD ON THURSDAY, OCTOBER 1, 2020 IN THE COUNCIL CHAMBERS OF THE
ONOWAY CIVIC OFFICE AT 9:30 A.M.**

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- as is, or with additions or deletions

3. ADOPTION OF MINUTES – September 17, 2020 Regular Council Meeting

- September 17, 2020 Public Hearing on the Municipal
Development Plan

4. APPOINTMENTS/PUBLIC HEARINGS

5. FINANCIAL REPORTS – n/a

6. POLICIES & BYLAWS

a) Bylaw 634-05/615-04 – Animal Control Bylaw for the Village of Onoway

Further to the discussion at the September 17, 2020 Council meeting, Assistant Chief Administrative Officer/Public Works Manager asked to bring this Bylaw to the next Council meeting for discussion of cats; updating the Bylaw regarding enforcement; number of pets, and any other issues Council deems necessary. *(for discussion and direction of Council at meeting time)*

- Pg 33-34
- b) Policy 5.2 – Rates for Use of Town Workers and Equipment – please refer to the attached policy, which was approved in June, 2015. Administration is requesting Council's approval to add the billable management rate of \$100.00 per hour at regular time, as well as increasing the hourly rate for rental of a line painter to \$90.00 per hour from \$70.00 per hour. *(for approval to add the minimum rate of \$100.00 per hour of management time to regular rates, and to increase the hourly rate for renting a line painter from \$70.00 per hour to \$90.00 per hour, or some other direction as given by Council at meeting time)*

7. ACTION ITEMS

- Pg 35-40
- a) Interim Alberta Police Advisory Board – please refer to the attached September 28, 2020 email from Dan Rude, Chief Executive Officer of the Alberta Urban Municipalities Association providing a survey from the Interim Alberta Police Advisory Board asking municipalities to complete to help inform the Board's recommendations on 2021/22 provincial policing priorities. Administration would like Council's input prior to completing the survey, due October 19, 2020. *(for discussion and direction of Council at meeting time)*

- Pg 41
- b) Christmas Light Up – Administration would like a discussion with Council regarding our annual celebration. The evening of Friday, November 20 is proposed. Shelley Vaughan will join the meeting for this item. *(for discussion and direction of Council at meeting time)*

- c) Anniversary Celebration for the Town – in 2023, the Town reaches its 100th Anniversary. Administration would like to discuss Council's ideas regarding celebrating this milestone and starting to put money away beginning in the 2021 budget. Do we strike a Committee? *(for discussion and direction of Council at meeting time)*

- Pg 42-47
- d) FortisAlberta Franchise Fee – 2021 – please refer to the attached September 17, 2020 email inquiring as to what the Town would like to have as their Franchise Fee for 2021. Currently the Town is at 7.5% with a projected revenue for 2020 of \$64,080.00. If we leave the fee at 7.5% the projected 2021 revenue would be \$64,618.00. The highest we could go for a fee is 20% and I absolutely am not suggesting we do that. Also attached is a report that shows what other municipalities have for their franchise fee. I believe the 7.5% is a reasonable rate. The franchise fee is an opportunity for the Town to collect money from our tax exempt properties. At our last meeting, we raised our ATCO fee to 9.5%, do we do the same with Fortis? *(that the Town of Onoway set their 2021 Fortis Alberta franchise fee at _____%)*

e)

f)

g)

8. COUNCIL, COMMITTEE & STAFF REPORTS

- a) Mayor's Report
- b) Deputy Mayor's Report
- Pg 49-52 c) Councillor's Reports (x 3)
- d) CAO Report
 - Capital Projects 2020/2021
- e) Public Works Report
 - Elk's Park

9. INFORMATION ITEMS

- Pg 53-55 a) Provincial Assessment Model Review – September 8, 2020 letter to Honourable Tracy Allard, Minister of Municipal Affairs, from Janet Jabush, Mayor, Town of Mayerthorpe, Joe Blakeman, Reeve, Lac Ste. Anne County; Jim Benedict, Mayor, Village of Alberta Beach, Judy Tracy, Mayor, Town of Onoway, Bernie Poulin (representing Summer Villages)
- Pg 56-58 b) North Zone Update on COVID-19 – September 25, 2020 update from Alberta Health Services
- Pg 59-84 c) HWY 43 East Waste Commission – September 24, 2020 email from Stacey Wagner, Lac Ste. Anne County, providing Audited Financial Statements

Pg 85-90 d) Parents Empowering Parents (PEP) Society – September 17, 2020 email asking for information regarding their Society to be shared with residents

Pg 91-95 e) FortisAlberta Proposed 2021 Rate Filing – September 17, 2020 letter regarding proposed FortisAlberta 2021 Distribution Rates (increases) pending approval of the Alberta Utilities Commission (AUC)

Pg 96-98 f) Lac Ste. Anne Foundation – July 22, 2020 Board meeting minutes

Pg 99-103 g) Town of Onoway Development Permit 20DP06-24 – approval for demolition of an existing fourplex at 5139 – 49th Avenue

h)

i)

j)

10. CLOSED SESSION – n/a

11. ADJOURNMENT

12. UPCOMING EVENTS:

- October 15, 2020 – Regular Council Meeting 9:30 a.m.
- November 5, 2020 – Regular Council Meeting 9:30 a.m.
- November 19, 2020 – Regular Council Meeting 9:30 a.m.
- December 3, 2020 – Regular Council Meeting 9:30 a.m.
- December 17, 2020 – Regular Council Meeting 9:30 a.m.

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, SEPTEMBER 17, 2020
ONOWAY HERITAGE CENTRE GYMNASIUM

	PRESENT	Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson (by telephone) Councillor Pat St. Hilaire Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer/Public Works Manager Debbie Giroux, Recording Secretary
	ABSENT	Councillor: Jeff Mickle
1.	CALL TO ORDER	Mayor Judy Tracy called the meeting to order at 9:30 a.m.
2.	AGENDA Motion #270/20	MOVED by Deputy Mayor Lynne Tonita that Council adopt the agenda of the regular Council meeting of Thursday, September 17, 2020 with the following additions: 7e) Pole Shed Ribbon Cutting Ceremony September 16 – ratify attendance of Council 7f) AUMA Education Sessions – approve attendance 7g) Sewer Transmission Line – Letter of support in principle 7h) AUMA CONVENTION – September 23-25, 2020 CARRIED
3.	MINUTES Motion #271/20	MOVED by Councillor Pat St. Hilaire that the minutes of the Thursday, September 3, 2020 regular Council meeting be adopted as presented. CARRIED
4.	APPOINTMENTS/PUBLIC HEARINGS Motion #272/20	From 9:35 a.m. until 9:50 a.m., Council met with Trista Court, General Manager, Community and Protective Services, Lac Ste. Anne County, and Dallas Choma, Community Peace Officer (CPO) for a discussion regarding: CPO duties; coverage in Onoway and fine revenue. MOVED by Deputy Mayor Lynne Tonita that the discussion with Trista Court and Dallas Choma be accepted for information. CARRIED

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, SEPTEMBER 17, 2020
ONOWAY HERITAGE CENTRE GYMNASIUM

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		Council recessed from 9:50 a.m. until 10:30 a.m. to hold a public hearing. Council recessed from 10:30 a.m. to 10:40 a.m..
5.	FINANCIAL REPORTS Motion #274/20	MOVED by Deputy Mayor Lynne Tonita that the August 31, 2020 Revenue and Expenses Report be adopted as presented. CARRIED
6.	POLICIES & BYLAWS Motion #275/20	MOVED by Deputy Mayor Lynne Tonita that Bylaw 776-20, a bylaw providing for the adoption of a new Municipal Development Plan (MDP) for the Town of Onoway be given second reading. CARRIED
	Motion #276/20	MOVED by Councillor Pat St. Hilaire that Bylaw 776-20 be given third and final reading. CARRIED
7.	ACTION ITEMS Motion #277/20	MOVED by Councillor Lisa Johnson 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. CARRIED
	Motion #278/20	MOVED by Deputy Mayor Lynne Tonita that the Town of Onoway renew it's 2021 membership in the North Saskatchewan Watershed Alliance (NSWA) in the amount of \$514.50, which is \$0.50 per capita. CARRIED
	Motion #279/20	MOVED by Councillor Pat St. Hilaire that Council authorize the expenditure of funds in the amount of \$8,544.90 from the reserve account, for installation of a security system for the Town Office, Lift Station and Water Treatment Plant, as per the quotes received from Smart! Security Solutions Inc. CARRIED
	Motion #280/20	MOVED by Councillor Lisa Johnson that Council increase the ATCO Gas and Pipelines Ltd. Franchise Agreement percentage to 9.5% (currently 7.5%) for the 2021 year. CARRIED

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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, SEPTEMBER 17, 2020
ONOWAY HERITAGE CENTRE GYMNASIUM

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	Motion #281/20	MOVED by Councillor Pat St. Hilaire that Council's attendance at the Ribbon Cutting Ceremony for the pole shed at the Onoway Museum on September 16, 2020 be ratified. CARRIED
	Motion #282/20	MOVED by Councillor Lisa Johnson that Council be authorized to participate virtually in the Alberta Urban Municipalities Association (AUMA) September Education Sessions being held in conjunction with this year's AUMA Convention. CARRIED
	Motion #283/20	MOVED by Deputy Mayor Lynne Tonita that, further to the September 16, 2020 meeting with representatives of the Darwell Lagoon Commission, the Town of Onoway accept in principle the concept of accepting wastewater effluent via the Commission's proposed wastewater transmission line running from the Sandy Beach area to the Onoway lagoon, subject to an open house being held by the Commission and subject to further discussions and agreement by the parties as to specific details of this project and the incorporation of these details into an agreement between the parties. CARRIED
	Motion #284/20	MOVED by Councillor Pat St. Hilaire that Onoway attend the AUMA Virtual Convention at the Onoway Library on September 23-25, 2020 and invite Alberta Beach to participate. CARRIED Council recessed from 10:55 a.m. to 11:00 a.m.
8.	COUNCIL, COMMITTEE & STAFF REPORTS Motion #285/20	MOVED by Councillor Pat St. Hilaire that the verbal Council reports and the written and verbal reports from the Chief Administrative Officer and the Assistant Chief Administrative Officer/Public Works Manager be accepted for information as presented. CARRIED
9.	INFORMATION ITEMS Motion #286/20	MOVED by Councillor Lisa Johnson that Council accept the following item for information as presented: a) Lac Ste. Anne County – 10SUB2020 – Proposed subdivision of SW 02-55-02 W5M – subdivision referral resulting in 2 parcels CARRIED
10.	CLOSED SESSION	n/a

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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, SEPTEMBER 17, 2020
ONOWAY HERITAGE CENTRE GYMNASIUM

11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:05 p.m.		
12.	UPCOMING EVENTS	September 23-25, 2020	AUMA Convention	Virtual
		October 1, 2020	Regular Council Meeting	9:30 a.m.
		October 15, 2020	Regular Council Meeting	9:30 a.m.
		November 5, 2020	Regular Council Meeting	9:30 a.m.
		November 19, 2020	Regular Council Meeting	9:30 a.m.
		December 3, 2020	Regular Council Meeting	9:30 a.m.
		December 17, 2020	Regular Council Meeting	9:30 a.m.

Mayor Judy Tracy

Debbie Giroux
Recording Secretary

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TOWN OF ONOWAY
MINUTES OF THE PUBLIC HEARING WITH RESPECT TO BYLAW 776-20
THURSDAY, SEPTEMBER 17, 2020
ONOWAY HERITAGE CENTRE - GYMNASIUM

	PRESENT	<p>Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson (by telephone) Councillor: Pat St. Hilaire</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer/Public Works Manager Brian Conger, ISL Engineering Debbie Giroux, Recording Secretary</p> <p>Public at Large: 5 members of the public</p>
	ABSENT	Councillor: Jeff Mickle
1.	CALL TO ORDER	Mayor Judy Tracy called the public hearing to order at 10:02 a.m.
2.	AGENDA Motion #273/20	<p>MOVED by Councillor Pat St. Hilaire that Council adopt the agenda of the Public Hearing with Respect to Bylaw 776-20 as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	INTRODUCTIONS	<p>Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson (by telephone) Councillor: Pat St. Hilaire Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer/Public Works Manager Brian Conger, ISL Engineering (by telephone) Debbie Giroux, Recording Secretary</p>
4.	APPOINTMENTS/PUBLIC HEARINGS	A Public Hearing was held, with respect to the adoption of Bylaw 776-20; a bylaw providing for the adoption of a new Municipal Development Plan (MDP) for the Town of Onoway.
5.	PRESENTATION BY STAFF	Brian Conger of ISL Engineering presented the Municipal Development Plan (MDP).
6.	PUBLIC TESTIMONY AND COMMENT	<p>WRITTEN SUBMISSIONS No written submissions were received.</p> <p>ORAL PRESENTATIONS Joanne Matheson provided comment about the MDP. Jane Holman provided comment about the MDP.</p>

TOWN OF ONOWAY
MINUTES OF THE PUBLIC HEARING WITH RESPECT TO BYLAW 776-20
THURSDAY, SEPTEMBER 17, 2020
ONOWAY HERITAGE CENTRE - GYMNASIUM

7.	QUESTIONS & ANSWERS (Council Members)	No Council Members had any further questions.
8.	COUNCIL DISCUSSION	No further discussion took place.
9.	ADJOURNMENT	Mayor Judy Tracy declared the public hearing closed and adjourned the public hearing at 10:30 a.m.

Mayor Judy Tracy

Debbie Giroux
Recording Secretary

VILLAGE OF ONOWAY
By-Law 634-05

**A BYLAW OF THE VILLAGE OF ONOWAY, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF AMENDING BYLAW 615-04 – ANIMAL CONTROL BYLAW
FOR THE VILLAGE OF ONOWAY**

WHEREAS, Section 7 and 8 of the Municipal Government Act, Chapter M-26, 2000 with amendments in force as of January 1, 2003, provides that a Council of a Municipality may pass a bylaw for the safety, health and welfare of people and the protection of people and property, nuisances, and the licensing of animals and the restraining, regulating and impounding of wild and domestic animals and activities in relation to them;

AND WHEREAS, the Council of the Village of Onoway deems it in the best interest and the protection of the animal owners and the public in general for the Village of Onoway to regulate control of animal with it boundaries and to provide for the enforcement of the Dangerous Dogs Act;

NOW THEREFORE, the Council of the Village of Onoway, in the Province of Alberta, duly assembled, enacts as follows:

That Section 5 of Bylaw 615-04 shall be amended by adding point 5.1.2 as follows:

SECTION 5 RESTRICTIONS AND RESPONSIBILITIES

5.1.2 No animals, other than cats and dogs and other small pets, may be harboured on any property smaller than one-half acre in size within the municipal boundaries, nor shall they be allowed on municipal streets or parks, except by permission of the Municipal Manager.

This Bylaw shall take effect on the date of the third and final reading.

Read a first time this 27th day of June, 2005.

Read a second time this 27th day of June, 2005.

Unanimously consented to and read a third time and passed this 27th day of June, 2005.

Signed By Pat Yuill
Mayor

Signed By Catherine Dunn
Municipal Manager

VILLAGE OF ONOWAY
By-Law 615-04

**A BYLAW OF THE VILLAGE OF ONOWAY, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF LICENSING, REGULATING AND CONTROLLING DOGS,
CATS, WILD AND DOMESTIC ANIMALS WITHIN THE MUNICIPAL
BOURNDARIES OF THE VILLAGE OF ONOWAY**

WHEREAS, Section 7 and 8 of the Municipal Government Act, Chapter M-26, 2000 with amendments in force as of January 1, 2003, provides that a Council of a Municipality may pass a bylaw for the safety, health and welfare of people and the protection of people and property, nuisances, and the licensing of animals and the restraining, regulating and impounding of wild and domestic animals and activities in relation to them;

AND WHEREAS, the Council of the Village of Onoway deems it in the best interest and the protection of the animal owners and the public in general for the Village of Onoway to regulate control of animal with it boundaries and to provide for the enforcement of the Dangerous Dogs Act;

AND WHEREAS, the Council of the Village of Onoway deems it expedient to license dogs and cats in the Village of Onoway and to hold a Voluntary Animal List of all other animal that are held on property within the municipal boundary of Onoway;

NOW THEREFORE, the Council of the Village of Onoway, in the Province of Alberta, duly assembled, enacts as follows:

SECTION 1 TITLE

1. This Bylaw may be cited as "The Village of Onoway Animal Control Bylaw".

SECTION 2 PURPOSES

2. The purposes of this Bylaw shall be:
 - 2.1 To prevent wild and domestic animals from becoming a nuisance in the Village of Onoway;
 - 2.2 To prevent wild and domestic animals from endangering any person, other animal or property within the Village of Onoway;
 - 2.3 To prevent wild and domestic animals from creating a health hazard in the Village of Onoway;
 - 2.4 To permit responsible individuals to own a reasonable number of wild and domestic animals in their homes;
 - 2.5 To permit responsible business people to raise, harbor, and breed wild and domestic animals under appropriate conditions;
 - 2.6 To permit handicapped persons to keep trained dogs to assist them in their daily living; and
 - 2.7 To permit responsible business people and homeowners to keep trained animals as part of business or personal security programs.

SECTION 3 DEFINITIONS

3. For the purpose of this Bylaw:
- 3.1 “**Animal**” means a vertebrate other than a human (any wild and domestic animals, including but not limited to pigs, sheep, cattle, horses, fowl, goats, fishes, amphians or reptiles);
- 3.2 “**Animal Control Officer**” means a Bylaw Enforcement Officer, Public Works Employee of the Village of Onoway, Peace Officer, or any person or persons appointed by Council or the Municipal Manager to the position of Animal Control Officer whose duties entail carrying out the provision of this Bylaw, and to inspect licenses as required by the Village Council of Onoway and its administrative supervisors; and dealing with complaints, verbal and written, documenting same and providing reports as required by the Village Council of Onoway and its administrative supervisors;
- 3.3 “**At Large**” means off the premises of the owner or harbourer, not on a leash and/or not under the immediate, continuous and effective control of a competent person. Without limiting the generality of the foregoing, a wild or domestic animal shall be deemed to be at large within the Village of Onoway if it is on any public street, land or park, or if it is on any private property or premises within the Village of Onoway without the permission of the owner or occupant, thereof;
- 3.4 “**Abused**” means any wild or domestic animal which is:
- 3.4.1 Mistreated, beaten, tormented or teased; or
- 3.4.2 Teased, tormented or annoyed by any animal; or
- 3.4.3 Deprived of water, food or shelter; or
- 3.4.4 Left unattended in a motor vehicle without adequate ventilation or temperature control; or
- 3.4.5 Kept under unsanitary conditions; or
- 3.4.6 Ignored, abandoned, or distressed; or
- 3.4.7 Trained for fighting other animals;
- 3.5 “**Cat**” means any male or female member of the species *Felis catus* or *Felis domesticus* (Felidae Family);
- 3.6 “**Collar**” means any device made of leather, chain or other matter, capable of having metal tags securely fastened to it and designed and solely intended to be worn around the neck or leg of a wild or domestic animals;
- 3.7 “**Communicable Disease**” means any disease due to an infectious agent, illness or toxic product which is transmitted directly or indirectly to a well person or animal from an infected animal and shall include, but is not limited to: distemper, rabies, canine parvo and/or parainfluenza; as per the Animal Protection Act;
- 3.8 “**Control**” means the animal is:
- 3.8.1 Under immediate effective control of some person and restrained by a leash not exceeding six (6) feet in length; or
- 3.8.2 Kept in a container, an enclosure or a motor vehicle;
- 3.9 “**Council**” means the duly elected Village Council for the Municipal Corporation of the Village of Onoway;

- 3.10 **“Day”** means a continuous period of twenty four (24) hours or part thereof;
- 3.11 **“Dog”** means any male or female species of the Canidae family;
- 3.12 **“Domestic Animal”** means animals of a species of vertebrates or invertebrates that have been domesticated by humankind so as to live and breed in a tame condition or which depend on humankind for survival, or for agricultural use or for resale and shall include, but not be limited to pigs, horses, sheep and poultry. It shall include such animals that have been domesticated for and kept as pets and shall include but not be limited to cats, pigeons, fishes, amphibians, reptiles and rabbits;
- 3.13 **“Guide Dog”** means a specially trained dog kept by any handicapped person for the express purpose of compensating for or ameliorating the effects of that person’s handicap;
- 3.14 **“Identification Tag”** means a tag issued by the Village of Onoway to an owner who paid the prescribed license fee and upon registration of a dog or cat as defined by this Bylaw. Such identification tag, together with a dated receipt for the fees constitutes a license to keep the animal described on the receipt;
- 3.15 **“Keep”** means to own, possess, harbor, maintain or have control or custody of an animal;
- 3.16 **“Keeper”** means a person who owns, possesses, harbors, maintains or has control or custody of an animal;
- 3.17 **“Kennel”** means any one location, shelter, room, dwelling or place where three (3) or more of the same animals (exception are fishes) are harboured at any time, except for premises used for the care and treatment of animals operated by a qualified veterinarian nor does it include premises known as the pound as defined by this Bylaw;
- 3.18 **“Leash”** means a lead not harmful to the animals and shall not be more than six (6) feet long;
- 3.19 **“License Fees”** means the license issued under the provisions of this Bylaw for the Keeping of an animal in the Village of Onoway, the amount is prescribed in “Schedule A” attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 3.20 **“Municipal Manager”** means the Chief Administrative Officer, who is duly appointed to that position for the Village of Onoway at any given time and includes any person authorized to act for and in the name of that individual;
- 3.21 **“Municipality”** means the Village of Onoway in the Province of Alberta;
- 3.22 **“Offence Tag”** means a ticket, tag or similar document issued for any bylaw offence as an alternative to the issuance of a Summons;
- 3.23 **“Owner”** means and includes any keeper, person, partnership, associate or corporation, owning, possessing or having charge of or control over any animals or harbouring or having charge of any animal, or suffering or permitting any animal to remain about his or her house, property or premises either temporarily or permanently and where the owner is a minor, the person responsible for the custody of the minor;
- 3.24 **“Peace Officer”** means each and every member employed and duly sworn in as a Bylaw Enforcement Officer or Special Constable in the Village of Onoway. It shall also mean any R.C.M.P. officer;
- 3.25 **“Police Dog”** means a dog of any breed owned by the Royal Canadian Mounted Police for the purpose of aiding in law enforcement and trained or in training for that purpose;

- 3.26 **"Pound"** means the premises designated by the Municipal Manager for the Village of Onoway for the purpose of impounding all animals found to be at large in violation of this Bylaw and caring for tagged animals whose owners are not available for the immediate return of the animal;
- 3.27 **"Pound Keeper"** means the person or persons owning and/or operating a place designated by the Municipal Manager of the Village of Onoway to be operated as a Pound;
- 3.28 **"Public Nuisance"** with respect to the activities of any animals includes but is not limited to:
 - 3.28.1 Biting a person or persons;
 - 3.28.2 Chasing people, bicycles, automobiles or other vehicles;
 - 3.28.3 Excess noise such as but not limited to barking, snarling, howling or otherwise disturbing any person or animal;
 - 3.28.4 Causing damage to property, other animals or person;
 - 3.28.5 Upsetting waste receptacles or scattering the contents thereof; or
 - 3.28.6 Being left unattended in any motor vehicle unless the dog is restricted so as to prevent access to persons as long as such restraint provides for suitable ventilation.
- 3.29 **"R.C.M.P."** means the Royal Canadian Mounted Police;
- 3.30 **"Restricted Dog"** means a dog of any age which can be identified as a dog exclusively or partially of one or more of the following breeds or kinds by a License Dog Conformation Judge or reputable breeder, namely:
 - 3.30.1 Pit Bull Terrier; or
 - 3.30.2 American Pit Bull Terrier; or
 - 3.30.3 Pit Bull; or
 - 3.30.4 Any Breed of Canidae Cross-bred with a Pit Bull;
- 3.31 **"Seeing Eye Dog"** means a specially trained dog kept by any handicapped person for the express purpose of compensating for or ameliorating the effects of that person's handicap;
- 3.32 **"S.P.C.A."** means the Society for the Prevention of Cruelty to Animals in the Province of Alberta;
- 3.33 **"Stray"** means an animal without an owner who is responsible for the housing, feeding and health of such animal;
- 3.34 **"Vicious Animal"** means an animal of any age, breed or gender which:
 - 3.34.1 Shows or demonstrates a propensity, disposition or potential to attack or bite or injure, without provocation, humans or other animals; or
 - 3.34.2 Without provocation, chases, bites or attacks humans or other animals; or
 - 3.34.3 Poses a continuing threat of serious harm to other animals or humans; or
 - 3.34.4 Is bred or trained for the activity of "fighting"; or
 - 3.34.5 Has been used by any person in the activity of "fighting"; or

- 3.34.6 Has been declared a Vicious Animal under this Bylaw or a Dangerous Animal under the Dangerous Dogs Act;
- 3.35 "Violation Ticket" means a violation ticket as defined by this Bylaw;
- 3.36 "Voluntary Register" means a listing held by the Village of Onoway, which is acknowledgement of animals other than dogs and cats, and which is kept for the purpose of public safety and to facilitate return of registered animals to owner of same; and
- 3.37 "Wild Animal" mean animals that have not been domesticated for agricultural use.

SECTION 4 LICENSING AND VOLUNTARY REGISTER

- 4. Provisions of licensing and voluntary register shall be:
 - 4.1 All persons bringing any wild or domestic animal or animals (this section does not deal with Restricted Dog or Dogs or Vicious Animal or Animals) within the boundaries of the Village of Onoway to keep within the boundaries of the Village of Onoway shall license their dog or cat and register them with the Village of Onoway. The owner of a dog or cat who doesn't license and registered them shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B" attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; unless:
 - 4.1.1 The dog is a puppy no more than six (6) months; (except if it is a vicious animal)
 - 4.1.2 The cat is a kitten no more than twelve (12) weeks;
 - 4.1.3 A license has been issued by the Village of Onoway with respect to that dog or cat and the dog or cat is wearing a collar to which a "tag" evidencing the currency of the license is firmly attached;
 - 4.1.4 A Voluntary Register form has been completed by the owner of an animal other than dog or cat at the Village of Onoway;
 - 4.2 A person who is a visitor to the Village of Onoway or is temporarily in the Village of Onoway on business and keeps any animal in the Village of Onoway **no more** than fourteen (14) days in any six (6) calendar months, or such further period as may be authorized by written permission from the Village of Onoway Municipal Manager, must register the animal with the Village of Onoway. The owner of an animal who doesn't registered the animal shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
 - 4.3 Every person who resides in the Village of Onoway and who is the owner or becomes an owner of a wild and/or domestic animal and every person who takes up residence in the Village of Onoway who is the owner of a wild and/or domestic animal shall register such animals at the Office of the Village of Onoway on the first day when the Village of Onoway Office is open for business;
 - 4.4 Dog and Cat licenses must be obtained on the first day on which the Village of Onoway Office is open for business after a:
 - 4.4.1 Dog reaches the age of six (6) months;
 - 4.4.2 Cat reaches the age of twelve (12) weeks;

- 4.5 All animals other than dogs and cats can be voluntarily registered at the Village of Onoway Office, (this section does not apply to Restricted Dog or Dogs or Vicious Animal or Animals)
- 4.6 All licenses and voluntary registrations are valid for the duration of the animal's life while in the Village of Onoway boundary;
- 4.7 Dog and cat identification tags must be securely fastened to the dog or cat at all times. The said dog or cat shall be deemed licensed. The identification tag shall be worn at all times when the animal is in public; the license shall be deem invalid if not worn by the animal;
- 4.8 If a dog or cat is not wearing a collar with a valid identification tag, the owner of the said dog or cat shall be subject to a fine for allowing an un-licensed dog or cat to be at large, as per "Schedule B" attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 4.9 Each dog and cat is required to be licensed separately;
- 4.10 Animals other than dogs and cats can be registered in bulk for each type of animal;
- 4.11 Every Owner shall provide the Municipal Manager or Designate for the Village of Onoway with the following information when registering any animals in accordance with this Bylaw and the Village of Onoway Office shall maintain this information in a master registration book:
 - 4.11.1 Name, address and telephone number of the Owner;
 - 4.11.2 Name, breed, colour and sex of the animal to be registered;
 - 4.11.3 Any identifying marks, microchip numbers or tattoos that may be distinctive for identification purposes;
 - 4.11.4 Proof, from a duly qualified veterinary surgeon, that the animal is spayed or neutered;
 - 4.11.5 Proof of a valid and subsisting policy of liability insurance in the coverage in a minimum amount of five hundred thousand (\$500,000.00) dollars for injuries caused by the owner's restricted dog or vicious animal. (if applicable)
 - 4.11.6 Date of license purchase;
 - 4.11.7 The number stamped on each identification tag or voluntary number issued to the owner;
 - 4.11.8 The amount of fee paid by the owner; and
 - 4.11.9 Such other relevant and necessary information as may be required by the Village of Onoway in respect to the registration.
- 4.12 A registration fee shall be paid to the Village of Onoway for the registration of each dog and cat, such fee as set out in "Schedule A", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 4.13 Upon application by a person requiring the services of a Guide or Seeing-eye or Police Dog, a license and identification tag shall be issued in respect of a bona fide Guide or Seeing-eye or Police Dog without payment of fee to the owners of the dog;
- 4.14 Upon payment of the license fee, the Village of Onoway shall issue to the owner an identification tag for each dog or cat registered. The identification tag shall be marked with an identification number, corresponding to the identification number contained in the master registration book of the Village of Onoway;

- 4.15 Should an identification tag be lost or destroyed the owner shall apply to the Village of Onoway Office for a new identification tag which will be issued to the said owner at a cost as established in "Schedule A" attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 4.16 Non-Village residents who wish to purchase an identification tag for their dog or cat, to ensure its identification should it be at large within the Village of Onoway boundary, may do so in the same manner and at a cost as established in "Schedule A" attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 4.17 Every Owner shall provide his/her dog and/or cat with a collar to which the owner shall affix the identification tag for such dog and/or cat and the Owner shall ensure that the collar and identification tag are worn by the dog and/or cat at all times when the dog and/or cat is at any place other than the property of the Owner;
- 4.18 In no case shall an Identification tags issued under this Bylaw be transferable from one animal to another. The owner of a dog or cat, that transfers the Identification Tag shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 4.19 A licensing fee paid to the Village of Onoway under this Bylaw shall not be refunded, in whole or in part, because of the death, sale or disposition of the animal in respect of which the licensing fee was paid or because the owner ceases to reside in the Village of Onoway;
- 4.20 Upon application by a new owner of an animal in respect to which a license and identification tag has been issued under this Bylaw, the Village of Onoway shall transfer the license/identification tag to the new owner without payment of any further fee. Such application shall include presentation to the Village of Onoway of a current tag and receipt and proof of purchase of the animal;
- 4.21 A Restricted Dog or Vicious Animal owner shall:
- 4.21.1 Obtain a restricted dog or vicious animal license, regardless of the age of the restricted dog or vicious animal. The owner of the restricted dog or vicious animal who doesn't license and registered it shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; and
- 4.21.2 Keep in force the Restricted Dog or Vicious Animal license; and
- 4.21.3 When application for a Restricted Dog or Vicious Animal license is made by an owner, the owner shall provide proof of a valid and subsisting insurance policy of liability coverage in a minimum amount of five hundred thousand (\$500,000.00) dollars for injuries caused by the owner's restricted or vicious dog. The owner of a restricted dog or vicious animal who doesn't obtain and hold a valid and subsisting insurance policy shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; and
- 4.21.4 The registration fee shall be paid to the Village of Onoway for the registration of each Restricted Dog or Vicious Animal, the fee to be the amount set out in "Schedule A", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; and
- 4.21.5 Upon expiry or termination of the said liability policy the license issued for a Restricted Dog or Vicious Animal shall automatically become null and void; and

- 4.21.6 No Restricted Dog or Vicious Animal is permitted to be “at large” in the municipal boundaries of the Village of Onoway. The Owner of any animal found “at large” within the municipal boundaries of the Village of Onoway shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per “Schedule B”, attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 4.22 The Village of Onoway shall cause to be created a series of tags made of durable material and stamped or embossed with the name “Onoway”, together with a serial number, which tags shall be issued to owners of dogs and cats who pay the prescribed license fees and are granted a license to keep a dog or cat within the Village of Onoway. A tag, with its unique serial number, together with a dated receipt for fees paid, shall constitute the license required under this Bylaw to keep a dog or cat.

SECTION 5 RESTRICTIONS AND RESPONSIBILITIES

5. It shall be the responsibility the owners of all wild and domestic animals to ensure that:
- 5.1 No person shall keep or harbor more than two (2) animals of the same kind whatever sex or age at the same time in any residential area or on properties smaller than one-half (1/2) acre in size within the Village of Onoway boundaries nor shall they be allowed on the Village of Onoway streets or parks, unless a Development Permit for operating a kennel has been sought and obtained from the Village of Onoway as per their Land Use Bylaw. (Specifically, a person may have two dogs, two cats, two hamster and two rabbits at the same time but no more than two of each kind of animal at one time.) Fish in an Aquarian or pond are an exception to this regulation. The owner that keeps or harbors more than two (2) animals of the same kind shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per “Schedule B”, attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.1.1 Any person who wishes to keep or harbor more than two (2) animals of the same kind whatever sex or age at the same time in a non residential area or on a property larger than one-half (1/2) acre in size within the Village of Onoway boundaries, are required to obtain written permission from the Municipal Manager or Council, unless a Development Permit for operating a kennel has been sought and obtained from the Village of Onoway as per their Land Use Bylaw. The person that keeps or harbors more than two (2) animals of the same kind who doesn’t have written permission from the Municipal Manager or Council or a valid Development Permit shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per “Schedule B”, attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.2 No owner of any animal shall leave the animal’s excrement/defecation (waste matter) on public or private property other than the property of its owner. The excrement/defecation shall be removed immediately. The owner of the animal who leaves and does not remove immediately the animal excrement/defecation (waste matter) on public or private property shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per “Schedule B”, attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council:
- 5.2.1 A handicapped owner of a registered guide dog or seeing eye dog is not subject to the obligation imposed in paragraph 5.2;
- 5.2.2 Every person who keeps an animal on the animal owner private property within the Village of Onoway shall regularly remove all exposed excrement/defecation (waste matter) matter from the area and dispose of it in a sanitary manner and shall at all times maintain the property in a sanitary condition satisfactory to the Bylaw Enforcement Officer of the Village of Onoway and Public Health Authorities;

- 5.3 No animal is permitted to be "at large" in the municipal boundaries of the Village of Onoway. The Owner of any animal found "at large" within the municipal boundaries of the Village of Onoway shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.4 No animal shall bark or snarl or howl or in any other manner excessively disturb the quiet of any person. The owner of any animal found to be barking or snarling or howling or in any other manner excessively disturbing the quiet of any person shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.5 No animal that is suffering from or is suspected to be suffering from a communicable disease shall not be allowed to be at large or to come into contact with other animals or humans. The owner of said diseased animal shall ensure that the said diseased animal is kept locked up securely and shall take such steps and precautions as are required by a veterinary surgeon to prevent the transmission of the disease. Owners not taking these precautions shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.6 No animals shall be permitted to be a public nuisance by:
- 5.6.1 Biting or causing harm to any other animals or humans or transportation unit; or
- 5.6.2 Barking or snarling or scaring any other animals or humans or transportation unit; or
- 5.6.3 Chasing toward other animals or humans or transportation unit; or
- 5.6.4 Causing any damage to public property; and
- 5.6.5 The Owner of any animals found doing any of the actions described in the preceding clauses (5.6.1 to 5.6.4) shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.7 The Owner of a female animal "in heat" shall not have such animal located where it is a source of attraction to other male animals. Owners not taking these precautions shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 5.8 When a Restricted Dog or Vicious Animal is on the premises of its Owner, it shall be kept confined indoors under the effective control of person of the age of eighteen (18) years or older, or shall be confined in a securely enclosed and locked pen, or other structure constructed and secured in such a fashion as to prevent the escape of the Restricted Dog or Vicious Animal, and to prevent the entry of persons or animals unauthorized by the Owner. The pen shall have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of one (1) foot. Furthermore, the owner shall take all the necessary step to ensure that it does not bite, chase, or attack any human or other animal whether the person or animal is on the property of the owner or not. Owners not taking these precautions shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;

- 5.9 When a Restricted Dog or Vicious Animals is off the premises of the Owner, it shall be under the effective control of a person of the age of eighteen (18) years or older, securely muzzled, and shall be either harnessed or leashed securely to effectively maintain immediate Physical Control and prevent it from attacking or biting humans or other animals. This requirement shall not apply when the Restricted Dog or Vicious Animal is in a building or enclosure in attendance at a bona fide animal show, or confined in a pen or approved kennel. Owners not taking these precautions shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; and
- 5.10 No person shall lead, ride or drive livestock on any parkland or street in the Village of Onoway other than in a parade or if authorized by the Municipal Manager. Owners of livestock not so authorized by the Municipal Manager shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council.

SECTION 6 ANIMAL CONTROL OFFICER / POUND KEEPER

- 6.0 Empowerment and regulations for an Animal Control Officer and/or Pound Keeper are as follows:
- 6.1 The Animal Control Officer and Pound Keeper shall be appointed by Council or the Municipal Manager to the position of Animal Control Officer or Pound Keeper whose duties entail carrying out the provision of this Bylaw;
- 6.2 Each Animal Control Officer and Pound Keeper shall be responsible to the Council and the Municipal Manager for the ongoing administration, maintenance and operation of animal control service within the Village of Onoway as contemplated by this Bylaw;
- 6.3 Where any animal is seen to be at large and it is apparent that no responsible person is exercising control over the animal, the Animal Control Officers or Pound Keeper are authorized to capture, trap, pen up, tether or impound any animals within the Village of Onoway:
- 6.3.1 In respect of which he or she believes an offense under this Bylaw is being or has been committed;
- 6.3.2 Any animals, regardless of breed, that are at large;
- 6.3.3 That which is named or described or otherwise designated in a complaint by any person as creating a public nuisance;
- 6.3.4 That which is named or described or otherwise designated in a complaint made pursuant to the Dangerous Dogs Act;
- 6.3.5 That which is actually or apparently affected with a Communicable Disease and the owner refuses or fails to take adequate precautions to avoid danger to other persons or animals; or
- 6.3.6 No person shall attempt such capturing, penning or tethering unless it appears to be possible without exposing any person to probable injury, and without undue injure to the animal;
- 6.4 The Animal Control Officer and Pound Keeper are authorized to enter any private property or premises within the Village of Onoway without the permission of the owner or occupant, in respect of which he or she believes an offense under this Bylaw is being or has been committed;
- 6.5 The Animal Control Officer and Pound Keeper are authorized to take reasonable measures to subdue and capture animals found to be in contravention of this Bylaw; and

- 6.6 No action shall be taken against any person acting under the authority of this Bylaw for damages or destruction or other disposal of any animal.

SECTION 7 OBSTRUCTION OF THE ANIMAL CONTROL OFFICER OR POUND KEEPER

7. No person, whether or not he or she is the owner of the animal which is being or has been pursued or captured, shall:
- 7.1 Interfere, hinder, delay attempt or obstruct an Animal Control Officer or Pound Keeper who is attempting to capture or who has captured any animal in accordance with the provisions of this Bylaw. The person who interferes, hinders, delays attempt or obstructs an Animal Control Officer or Pound Keeper who is attempting to capture or who has captured any animal shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 7.2 Negligently or willfully tamper with or unlock or unlatch or otherwise open any vehicle or pen or enclosure in which an animal captured for impoundment has been placed so as to allow or attempt to allow such animal to escape there from. The person who negligently or willfully tampers with or unlocks or unlatches or otherwise opens any vehicle or pen or enclosure in which an animal captured for impoundment have been placed so as to allow or attempt to allow such animals to escape shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 7.3 Remove, or attempt to remove, any animal from the possession of an Animal Control Officer or Pound Keeper who is in the process of carrying out his/her duties under this Bylaw. The person who removes, or attempts to remove, any animal from the possession of an Animal Control Officer or Pound Keeper who is in the process of carrying out his / her duties shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 7.4 Induce or persuade any animal to enter a house or other place where it may be safe from capture by the Animal Control Officer or Pound Keeper; or otherwise assist any animal escape capture. The person who induces or persuades any animal to enter a house or other place where it may be safe from capture by the Animal Control Officer or Pound Keeper; or otherwise assists any animal escape capture shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; and
- 7.5 Negligently or willfully, open any gate, door or other opening in a fence or enclosure in which an animal has been confined; or otherwise obstruct any animal's confinement, thereby allowing the said animal to be at large within the Village of Onoway. The person who negligently or willfully opens any gate, door or other opening in a fence or enclosure in which an animal has been confined; or otherwise obstructs any animal's confinement, thereby allowing the said animal to be at large within the Village of Onoway, shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council.

SECTION 8 CONTROLS AND CARE OF ANIMALS

- 8. The control and care of animals is everyone's responsibility;
- 8.1 No person, being the owner or a person in charge of an animal or Animal Control Officer or Pound Keeper, shall be permit to abuse an animal. The person who abuses any animal shall have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
- 8.2 No person, being the owner or a person in charge of an animal, shall permit it to be at large within the Village of Onoway;
- 8.3 No person, being the owner or a person in charge of an animal, shall permit it to be a public nuisance;
- 8.4 No person, being the owner or a person in charge of an animal, shall permit the animals to attack, threaten, bite, chase or otherwise injure or intimidate any other person or animal;
- 8.5 If a complaint is received that an animal has attacked, threatened, bitten, chases or otherwise injured or intimidated any person, animal or transportation unit, the Animal Control Officer or R.C.M.P. shall investigate the complaint and if the complaint appears to be justified and such action warranted, may:
 - 8.5.1 Issue to the owner a Violation Ticket or a Notice to Appear before a judge of the Provincial Court or Alberta according to the provision of this Bylaw;
 - 8.5.2 Seize and impound the animal, and may:
 - 8.5.2.1 Release the animal to the owner upon being satisfied that all requirements of this Bylaw have been met and that adequate precautions have been taken to prevent any reoccurrence of the offence, or
 - 8.5.2.2 Impound that animal or apply to a court for an order that the animal be removed from the Village of Onoway limits or that it be destroyed;
- 8.6 If a complaint is received that an animals is being a public nuisance, the Animal Control Officer shall investigate the complaint and if the complaint appears justified, shall notify the owner of the animal of the complaint, and shall direct the owner to prevent the animal from doing those things that created a public nuisance; and
- 8.7 If, after having received such notification, the owner fails to prevent his animals from again being a public nuisance, the Animal Control Officer shall issue to the owner a Violation Ticket.

SECTION 9 VICIOUS ANIMALS

- 9. Any person who harbors within the Village of Onoway limits a Vicious Animal shall:
 - 9.1 Immediately bring this to the attention of the Village of Onoway Office; and
 - 9.2 Prominently display at the front and rear entrances to his or her property, a sign stating "Beware of Dog" or "Beware of Vicious Animal". Failure to display proper signs at the front and rear entrance of the property shall be considered to have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council; and

- 9.3 The owner of an Animal, which the owner has any reason to believe may be a Vicious Animal, shall keep such animal in accordance with all provision of this Bylaw which apply to a Vicious Animal unless and until the Animal Control Officer has determined that the animal is not a Vicious Animal and has so advised the owner in writing;
- 9.4 If the Pound Keeper, Police Constable, Municipal Manager or a Bylaw Enforcement Officer determines or believes on reasonable grounds that an animal is a Vicious Animals, either through personal observation or on the basis of facts determined after an investigation initiated by a complaint, he or she shall:
 - 9.4.1 Have the Bylaw Enforcement Officer issue the owner with a written notice that the animal has been determined to be a Vicious Animal; and
 - 9.4.2 Require the Owner comply with all the provisions of this Bylaw with respect to a Vicious Animals; and
 - 9.4.3 Inform the Owner that if the Vicious Animal is not kept in accordance with this Bylaw, the Owner will be fined, or subject to enforcement action pursuant to this Bylaw;
- 9.5 Where the owner of an animal that has been determined to be a Vicious Animal produces information to the Municipal Manager of the Village of Onoway that may alter a determination made under Section 9.4 the Municipal Manager shall, as soon as is reasonably possible, cause the matter to be reviewed and make a final determination; and
- 9.6 In addition to the remedies set forth in this bylaw, if the Municipal Manager of the Village of Onoway, Bylaw Enforcement Officer or Police Constable determines that a Vicious Animal or a Restricted Dog is not being kept in accordance with this Bylaw, he or she may:
 - 9.6.1 Make application to the court for an order directing that such Vicious Animal or Restricted Dog be controlled in accordance with this Bylaw; be destroyed or be removed from the Village of Onoway; or
 - 9.6.2 Make a complaint pursuant to the Dangerous Dogs Act, for an order directing the Vicious Animal and Restricted Dog be controlled or destroyed.

SECTION 10 KENNEL

- 10. Kennel restrictions and regulations:
 - 10.1 No person shall operate a kennel within the boundaries of the Village of Onoway without first obtaining a development permit and a Kennel License. Failure to obtain a development permit and a Kennel License shall be deemed to have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
 - 10.2 All Kennel Licenses shall be valid only for the period January 1st to December 31st in the year for which the license is issued. A person holding an expired license shall be deemed to have no license;
 - 10.3 The fees for a Kennel License within the Village of Onoway shall be in accordance with "Schedule A" attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council;
 - 10.4 Any person harboring or keeping more than two animals (as per 5.1) in a single place shall be deemed to operating a kennel;
 - 10.5 The Village may issue a Kennel License upon the application of any person provided that the proposed kennel otherwise meets the requirements of all other applicable municipal legislation and, in particular, the Land Use Bylaw and any conditions imposed thereunder;

- 10.6 The Village of Onoway will shall not issue a Kennel License for any person to operate a kennel when, in the opinion of the Village of Onoway, operation of the kennel would interfere with the use and enjoyment of any property located within 100 meters of the proposed site of the kennel.
- 10.6.1 In forming such opinion the Village of Onoway may advise property owners within the 100 meters of the proposed kennel of the application and may seek advice from any person;
- 10.7 The Village of Onoway, shall within 60 days of any application for a Kennel License either:
 - 10.7.1 Grant the Kennel License; or
 - 10.7.2 Advise the applicant in writing that the license is refused and the reason or reasons for such refusal;
- 10.8 After issuance of a Kennel License, should the Village of Onoway receive bona fide complaints from two (2) or more neighbors living within 100 meters of a kennel, it shall conduct an inquiry to determine if the kennel is being operated according to the provisions of all applicable legislation and if it is not being so operated, shall advise the operator of any infractions or deficiencies and the operator shall have 14 days within which to correct such infractions or deficiencies;
 - 10.8.1 When the operator of a kennel has been advised of the infractions of legislation or deficiencies with respect to the operation of his or her kennel, and has been given time to correct such infractions or deficiencies and has failed to correct the same, then the Village of Onoway may revoke or refuse to renew the Kennel License of the operator and may impose other penalties provided under this Bylaw;
- 10.9 When a Kennel License has been issued to a person who operates the kennel according to all applicable legislation or who, on notice corrected any infractions or deficiencies, then the Village of Onoway shall not revoke or refuse to renew the Kennel License of that person without first giving that person one year written notice of the intention of the Village of Onoway to revoke or refuse to renew the Kennel License;
- 10.10 Any enclosure or pen shall:
 - 10.10.1 Have a secure top attached to all sides;
 - 10.10.2 Have a secure bottom effectively attached to the sides;
 - 10.10.3 The sides shall be buried in the ground to a minimum depth of thirty (30) centimeters or imbedded in a concrete pad;
 - 10.10.4 Be of sufficient height, strength and stability to contain the animal;
 - 10.10.5 Form a confined area with no side in common with a perimeter fence;
 - 10.10.6 Have a gate which is self-closing and has a lock;
 - 10.10.7 Be capable of containing an animal in a secure and humane manner;
 - 10.10.8 Be approved by the Bylaw Enforcement Officer of the Village of Onoway; and
- 10.11 Owners who fail to comply with paragraph 10.10 shall be deemed to have committed an offence under this Bylaw, and shall be subject to a fine for the offence as per "Schedule B", attached to and forming part of this Bylaw and which may be amended from time to time by resolution of Council.

SECTION 11 IMPOUNDMENT

11. Provision of Impoundment:

- 11.1 It shall be the responsibility of the Municipal Manager to establish one or more pounds for the impounding or keeping of animals captured. The said Municipal Manager is hereby authorized and empowered to make all such rules and regulations, not inconsistent with this Bylaw and the rules and regulations of the S.P.C.A. as he/she shall consider necessary for the conduct or regulation of such pound or pounds. The Village of Onoway shall enter into an agreement and appoint a pound keeper and such other person as it shall deem necessary for the carrying into effect of the provisions of this Bylaw and make such rules and regulations, for their conduct as it deems necessary;
- 11.2 It shall be the duty of the Animal Control Officer, and such person or persons as shall be authorized and appointed by Council or the Municipal Manager to capture or place traps for animals found at large within the limits of the Village of Onoway contrary to the provisions of this Bylaw or found upon any street or in any public place in the Village of Onoway and to impound same in said pound, and the said animal impounded shall be kept there confined subject to the owner's or possessor's right to redeem same within seventy two (72) hours from the time of their capture, excluding Weekend and Statutory holidays;
- 11.3 The impounded animal shall not be released from said pound unless the owner or possessor can present to the satisfaction of the pound keeper that he/she has paid all fines and pound fees, as set out in "Schedule B" and has obtained the necessary clearance from the Animal Control Officer or the Municipal Manager and that a license has been obtained with respect to such animal;
- 11.4 Any person authorized by this Bylaw to enforce the provisions contained herein may enter into the land surrounding any building in pursuit of any animals which been at large;
- 11.5 The Animal Control Officer or any other person or persons duly qualified to handle a tranquilizer gun is hereby authorized, when all normal attempts to capture an animal have failed and the animal poses a serious and imminent threat to the public, to use a tranquilizer gun in order to effect the animal's capture;
- 11.6 Each animal impounded under the provisions of this Bylaw shall be subject to an impounding fee as set down by the Pound Keeper. The above mentioned fees shall apply for each and every day of confinement to a maximum of seventy two (72) hours as is fore-stated;
- 11.7 After seventy two (72) hours of confinement if no owner or the municipality shall appear at the pound to claim the animal, the said animal shall be destroyed or otherwise disposed of, by sale;
- 11.8 Immediately after the seventy two (72) hours pursuant to Section 11.7 of this Bylaw, the property interest of any owner of the impounded animal shall be deemed to have been extinguished, and full ownership to have been vested to the Veterinary Clinic;
- 11.9 The purchaser of an animal from the Pound pursuant to the provisions of this section of the Bylaw shall obtain full right and title to it and the right and title of the former owner of the animal shall cease thereupon;
- 11.10 It shall be the duty of the Animal Control Officer to attempt, to the best of his/her abilities, to ascertain the name of the owner of any impounded animal. Upon obtaining the name of the said owner, the Animal Control Officer or Pound Keeper shall serve the said owner with a Notice of Impoundment, either by serving said notice personally or by sending said notice by mail to the last known address of said owner;
- 11.11 If the said notice is mailed to the owner, the said owner will have been deemed to have received the said notice within forty eight (48) hours from the time of mailing;

- 11.12 The Animal Control Officer shall report any apparent communicable disease, illness, injury, unhealthy conditions or other signs of distress of any dog or domestic animals impounded to a veterinary surgeon or the S.P.C.A. and act upon their recommendations. The Owner shall be responsible for all charges resulting from any veterinary examinations and reaction to the Owner's dog or animal;
- 11.13 The Animal Control Officer, with the Municipal Manager's authorization, may retain or order the retention of any animal for a longer period of impoundment if in his/her opinion; the circumstances warrant the expense of extending the impoundment;
- 11.14 The Animal Control Officer and such person or persons as shall be authorized and appointment by Council or the Municipal Manager may place humane trap or traps for the capture of animal, in areas where there are serious health and safety concerns about the number of stray or wild animals;
- 11.15 The property owner where the humane trap or traps been placed will be asked to check on the trap for any animal that been caught, and to inform the Animal Control Officer of such;
- 11.16 The Animal Control Officer and such person or persons authorized to set the traps are to deliver all trapped animals to:
 - 11.16.1 The owner, if there is an Identification Tag on the animal. If the owner is not immediately available or at home the animal shall be taken to the pound;
 - 11.16.2 The lagoon site, if the animal is a skunk or porcupine or any species of wild animals that normally live in trees area;
 - 11.16.3 The designated pound, if the animal as not been state above.

SECTION 12 RECLAIMING OF IMPOUNDED ANIMALS

- 12. Provision of Reclaiming of Impounded animals:
 - 12.1 The owner of any licensed impounded animals may reclaim the animals from the pound, provided:
 - 12.1.1 The owner does so within seventy two (72) hours from the time of impoundment excluding Weekends and Statutory Holidays, or before the animal has been sold or disposed of; and
 - 12.1.2 The owner has paid for the impoundment fees and veterinary fees as set out in "Schedule A", which is attached hereto and forms part of this Bylaw and which may be amended from time to time by resolution of Council, and
 - 12.1.3 The owner also must show proof of having obtained a license for the animals as required by this Bylaw;
 - 12.2 The owner of any unlicensed impounded animal may reclaim the animal from the pound provided:
 - 12.2.1 The owner does so within seventy two (72) hours from the time of impoundment excluding Weekends and Statutory Holidays, or before the animal has been sold or disposed of; and
 - 12.2.2 The owner has paid for the impoundment fees and veterinary fees as set out in "Schedule A", which is attached hereto and forms part of this Bylaw and which may be amended from time to time by resolution of Council, and
 - 12.2.3 The owner has paid for the penalty or penalties set out in "Schedule B", which is attached hereto and forms part of this Bylaw and which may be amended from time to time by resolution of Council, and

- 12.2.4 The owner obtains a license for the animal as required by this Bylaw;
- 12.3 Notwithstanding the foregoing, the owner of an animal may not redeem such animals if the Animal Control Officer has reasonable grounds to believe and does believe that the animal is a Vicious Animal and that the owner has failed to comply with the provision of this Bylaw respecting Vicious Animal. Where the Animal Control Officer believes that any animal is a Vicious Animal, he/she may make application for an order directing that the animal be controlled or destroyed;
- 12.4 No Vicious Animals may be resold by the Animal Control Officer to any person who intends to keep the Vicious Animal within the Village of Onoway boundaries; and
- 12.5 An owner surrendering an animal shall sign a release form and pay the fees as per "Schedule A", which is attached hereto and forms part of this Bylaw and which may be amended from time to time by resolution by Council.

SECTION 13 ENFORCEMENT ON CERTAIN PRIVATE PROPERTIES

- 13. Provision of Enforcement on Certain Private Properties:
 - 13.1 The Village of Onoway may agree to patrol and enforce provisions of this Bylaw on private property including condominium sites, mobile home parks and commercial site, etc upon the following conditions:
 - 13.1.1 The Owner of the private property shall make a written request to the Municipal Manager that this bylaw be enforced on its property; and
 - 13.1.2 The Owner of the private property shall agree to relieve the Village of Onoway or its employees from any liability claim and save the Village of Onoway or its employees harmless from any and all legal actions which may arise as a result of the Village of Onoway or its employees enforcing this Bylaw on its property, excepting when such legal actions arise due to the negligence of the Village of Onoway or its employees; and
 - 13.1.3 The Private Property Owner shall delivery a "site plan" of the property in question to the Municipal Manager;
 - 13.2 Notwithstanding this section, for the purpose of enforcement of this Bylaw, but not for the purpose of investigation only, the Animal Control Officer is authorized to enter into any premises, including privately owned premises, at any time, provided however, that the word "premises" does not include that part of a interior building used as a dwelling house or business.

SECTION 14 OFFENCE TAG

- 14. Provision of Offence Tag:
 - 14.1 The Animal Control Officer, Pound Keeper, Police Officer, Bylaw Enforcement Officer or Special Constable may enforce the provisions of the Bylaw and is hereby authorized and empowered to issue an Offence Tag to any Person who contravenes any provisions of this Bylaw.
 - 14.2 Any Offence Tag shall be in a form approved by the Municipal Manager and shall state:
 - 14.2.1 The Name of the offender; and
 - 14.2.2 The offence; and
 - 14.2.3 The appropriate fine for the offence as specified in "Schedule B" of this Bylaw; and

- 14.2.4 That the fine shall be paid within seven (7) days of the issuance of the Offence Tag;
- 14.3 Where a contravention of this Bylaw is of a continuing nature, further Offence Tags for the same offence may be issued by the Animal Control Officer, provided however, that no more than one Offence Tag (for the same offence) shall be issued for each day that the contravention continues;
- 14.4 Where an Offence Tag is issued pursuant to this Bylaw the person to whom the Offence Tag is issued may, in lieu of being prosecuted for the offence, pay to the Village of Onoway the amount specified on the Offence Tag;
- 14.5 The Offence Tag may be issued by personally serving it upon the alleged offender, or by leaving it at the residence of the alleged offender with any adult member of the family of the owner or harbinger who is at least sixteen (16) years of age, or by sending the Offence Tag to the alleged offender by mail to his/her last known address;
- 14.6 If the owner or harbinger of any animals fails to pay the amount mentioned on the Offence Tag, within the time limited, the provisions of the foregoing shall no longer apply and the alleged offender shall be liable for payment.
- 14.7 If the owner or harbinger of the said animal that is liable for payment and has not done so by the time limited and is a property owner shall have the payment (fine) place on his/her tax notice;
- 14.8 If the owner or harbinger of the said animal that is liable for payment and has not done so by the time limited and is not a property owner shall be liable to prosecution in accordance with Canada and Alberta Laws and Justice;
- 14.9 Any person to whom an Offence Tag has been issued may exercise his/her rights to defend any charge of committing a contravention of any of the provisions of this Bylaw;
- 14.10 Any person may lay an information and complaint against any person for committing a breach of any section of the Bylaw; and
- 14.11 Any proper officer or official of the Village of Onoway or Crown Prosecutor may lay an information or complaint in response of any breach by any person of any of the provisions of this Bylaw, if such Officers or Officials deems such procedure to be in the interest of Justice.

SECTION 15 VIOLATIONS TICKET

- 15. Provision of Violation Ticket:
 - 15.1 Violation Ticket – instead of the procedure specified in the Criminal Code of Canada for the laying of an Information and the issuing of a summons, the procedure as set out in the Provincial Offenses Procedures Act revised statutes of Alberta and amendments thereto, Part 2, Summary Violation Tickets, or Part 3, Offense Notice Violation Tickets, as the case may be, may be followed with respect to violations occurring under this Bylaw;
 - 15.2 If the fine specified on an Offence Tag is not paid within the prescribed time period then an Animal Control Officer is hereby authorized and empowered to lay a complaint and issue a Summons by means of a Violation Ticket;

SECTION 16 SUMMARY CONVICTION

- 16. Provision of Summary Conviction:
 - 16.1 A person is a party to and guilty of an offence who:

- 16.1.1 Actually commits the offence; or
- 16.1.2 Does or omits an act for the purpose of aiding a person to commit an offence; or
- 16.1.3 Abets a person in the commission of the offence; or
- 16.1.4 Councils or procures a person to commit an offence;
- 16.2 Any person who contravenes any provision of this Bylaw is guilty of an offence. Except as otherwise provided by this Bylaw for which a penalty is not otherwise provided, a person is liable on summary conviction to a fine of not more than \$2,500.00 and in default of payment is liable to imprisonment for a term not exceeding six months or to both such fine and imprisonment;
- 16.3 All licenses, fines and fees are to be paid before any animal is released from the Pound; and
- 16.4 Nothing in this Bylaw shall be read or construed as:
 - 16.4.1 Preventing any person from exercising his/her right to defend an allegation that he/she has committed an offence under this Bylaw;
 - 16.4.2 Preventing an Animal Control Officer from issuing a violation ticket or otherwise initiating Court process in any other manner permitted by law, in respect of an alleged offence.

SECTION 17 SEVERABILITY

- 17. In the event any provision of this Bylaw shall be declared or deemed to be invalid, then such invalid provision shall be severed and the remaining Bylaw shall remain in full force and effect.

SECTION 18 RESCINDS AND EFFECTIVE DATE OF BYLAWS

- 18. That Bylaws 488-96, 514-98, 555-00, 567-01 and 602-03 shall be repealed on date of final passing.
- 18.1 That this Bylaw shall take effect on the date of the third and final reading.

Read a first time this 13th day of September, 2004.

Signed By Hazel Bourke
Mayor

Signed By Joseph Trapani
Municipal Manager

Read a second time this 12th day of October, 2004.

Read a third time and passed this 12th day of October, 2004.

**Signed By Hazel Bourke
Mayor**

**Signed By Joseph Trapani
Municipal Manager**

SCHEDULE "A"

LICENSE FEES

Items	Amount
Each un-spayed Female Dog	\$100.00 (Lifetime Fee per Owner)
Each un-neutered Male Dog	\$100.00 (Lifetime Fee per Owner)
Each spayed Female Dog Upon production of a certificate from a duly qualified veterinary surgeon	\$50.00 (Lifetime Fee per Owner)
Each neutered Male Dog Upon production of a certificate from a duly qualified veterinary surgeon	\$50.00 (Lifetime Fee per Owner)
Dog Guides / Seeing Eye Dogs / Police Dogs	No Charge
Restricted Dog Upon production of a valid and subsisting insurance policy of liability coverage in a minimum amount of five hundred thousand (\$500,000.00) dollars for injuries caused by the owner's restricted dog	\$500.00 (Lifetime Fee per Owner)
Replacement Dog Tag Except for Dog Guides or Seeing Eye Dogs	\$10.00 (Each Occurrence)
Each un-spayed Female Cat	\$50.00 (Lifetime Fee per Owner)
Each un-neutered Male Cat	\$50.00 (Lifetime Fee per Owner)
Each spayed Female Cat Upon production of a certificate from a duly qualified veterinary surgeon	\$25.00 (Lifetime Fee per Owner)
Each neutered Male Cat Upon production of a certificate from a duly qualified veterinary surgeon	\$25.00 (Lifetime Fee per Owner)
Replacement Cat Tag	\$10.00 (Each Occurrence)
Surrendering of Animal	\$50.00 (Each Animal)
Vicious Animal Upon production of a valid and subsisting insurance policy of liability coverage in a minimum amount of five hundred thousand (\$500,000.00) dollars for injuries caused by the owner's vicious animal	\$500.00 (Lifetime Fee per Owner)
Pound or Kennel Operation Veterinary do not require a license	\$100.00 (per year)
Pound or Kennel	As set by pound keeper for every twenty four (24) hours period or fraction thereof the animal been impounded
Veterinary	As set by the Veterinary Clinic
Voluntary Animal List	No Charge

SCHEDULE "B"

OFFENCE TAGS

FINES AND PENALTIES

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence And Subsequent Offence
4.1	Failure to register or license their cat or cats or dog or dogs within the boundaries of the Village of Onoway (Does not include Restricted Dog or Dogs)	100.00	200.00	400.00
4.2	Failure to register their animal while on a temporary stay in the Village of Onoway	50.00	100.00	200.00
4.8	Failure of a dog or cat to be wearing a collar with a valid tag while not on the property of the owner	50.00	100.00	200.00
4.18	Transfer of Identification tag from one animal to another	50.00	100.00	200.00
4.21.1	Failure to obtain a restricted dog or vicious animal license, regardless of the age of the restricted dog or vicious animal	500.00	750.00	1,000.00
4.21.3	Failure to obtain a valid and subsisting insurance for a restricted dog or vicious animal	500.00	750.00	1,000.00
4.21.6	Allowing/Permitting restricted dog or vicious animal to be "at large"	500.00	750.00	1,000.00
5.1	Keeping or harboring more than two (2) animals of the same kind in a residential area or on a property that is less than ½ acres	50.00	100.00	200.00
5.1.1	Keeping or harboring more than two (2) animals of the same kind in a non residential area or on a property that is more than ½ acres without permission	50.00	100.00	200.00
5.2	Failure to removed immediately any animal excrement/defecation (waste matter) on public or private property	50.00	100.00	200.00
5.3	Allowing/Permitting an animal to be "at large" (not restricted dogs or vicious animals)	50.00	100.00	200.00
5.4	Barking or snarling or howling or disturbing the quiet or peace of any person	50.00	100.00	200.00
5.5	Communicable diseased animal at large or in contact with other animals or humans or not taken all precautions that a veterinary surgeon prescribed	50.00	100.00	200.00
5.6.5	Public Nuisance	50.00	100.00	200.00

5.7	Animal "in heat" improperly confined	50.00	100.00	200.00
5.8	Restricted dog or vicious animal not confined properly on owner's property	500.00	750.00	1,000.00
5.9	Restricted dog or vicious animal not confined properly while off owner's property	500.00	750.00	1,000.00
5.10	No authorization received by Municipal Manager	50.00	100.00	200.00
7.1	Interfere, hinder, delay attempt or obstruct an Animal Control Officer or Pound Keeper	50.00	100.00	200.00
7.2	Negligently or willfully tamper with or unlock or unlatch or otherwise open any vehicle or pen or enclosure in which an animal been impoundment to allow or attempt to allow such animals to escape	50.00	100.00	200.00
7.3	Remove, or attempt to remove, any animal from the possession of an Animal Control Officer or Pound Keeper who is in the process of carrying out his/her duties	50.00	100.00	200.00
7.4	Induce or persuade any animal to enter a house or other place where it may be safe from capture by the Animal Control Officer or Pound Keeper; or otherwise assist any animal escape capture	50.00	100.00	200.00
7.5	Negligently or willfully open any gate, door or other opening in a fence or enclosure in which an animal has been confined; or otherwise obstruct any animal's confinement, thereby allowing the said animals to be at large within the Village of Onoway	50.00	100.00	200.00
8.1	Abuse of an animal	50.00	100.00	200.00
9.2	Failure to display at front and rear entrance "Beware of Dog" or "Beware of Vicious Animal" signs	50.00	100.00	200.00
10.1	Failure to obtain a kennel license or development permit to operate a kennel	100.00	200.00	500.00
10.10	Non conforming enclosure or pen	50.00	100.00	200.00

SCHEDULE "C"

SCHEDULE "D"

32

PUBLIC WORKS

5.2 RATES FOR USE OF TOWN WORKERS AND EQUIPMENT

Authorization: June 14, 2015 – Motion #229/15, November 14, 2006 Council Motion #409/06

Date Effective: June 14, 2015

Policy:

1. Rates charged for permanent staff shall be the person's rate of pay (regular time or overtime rates as applicable) plus the use of a half-ton truck, if applicable. The minimum rate for staff time will be \$70.00 per hour at regular time. *(and \$100/hr for management)*
2. When Public Works employees operate Town equipment, which is charged for at rates as per the attached schedule, the value of the equipment and operator shall be the set rates.
3. The minimum charge shall be for one hour of work performed during regular hours and three hours for work done at any time other than regular working hours.
4. The Town is not in competition with private business and Town equipment and/or staff will only be made available unusual circumstances.
5. The Chief Administrative Officer or designate shall, in its sole discretion, determine the circumstances and availability of Town equipment and staff and have the authority to evaluate each circumstance.

Background:

This policy shall not be interpreted to apply to charitable or community groups for which Council may waive any part of this policy as it deems appropriate.

RENTAL RATES FOR TOWN EQUIPMENT

Caterpillar Grader 160M	\$160.00/hour	Includes Operator
Plow Truck, Single Axle	\$176.00/hour	Includes Operator
Ford Tractor/w Schulte Mower	\$95.00/hour	Includes Operator
John Deere 1545 (Self Propelled)	\$95.00/hour	Includes Operator
Steamer Unit on Truck (Thawing Culverts/Sewer Lines)	\$115.00/hour	Includes Operator
Line Painter (Paint Not Included)	\$70.00 /hour \$90.00	Includes Operator
Skid Steer	\$110.00/hour	Includes Operator
½ Ton Truck	\$95.00/hour	Includes Operator
Loader	\$125.00/hour	Includes Operator
Single Axle Dump Truck	\$105.00/hour	Includes Operator
Tandem Axle Dump Truck	\$123.00/hour	Includes Operator

Updated January 27, 2015

With reference to and/or consultation with:

The Alberta Road Builders Association
- Equipment Rental Rates Guide

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 28, 2020 10:00 AM
To: debbie@onoway.ca
Cc: 'Jason Madge'
Subject: FW: Interim Alberta Police Advisory Board survey on provincial policing priorities

Deb – let's try to print this survey out and have it on our next agenda for review and input by all, and then we can complete it online based on our discussions.

Thx

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: Crystal Zevola <czevola@auma.ca> **On Behalf Of** Dan Rude
Sent: September 28, 2020 9:55 AM
To: Undisclosed recipients:
Subject: Interim Alberta Police Advisory Board survey on provincial policing priorities

Dear Members:

The Interim Alberta Police Advisory Board is asking Alberta municipalities to complete a [survey](#) to help inform the Board's recommendations on 2021/22 provincial policing priorities and the buildup of the provincial police service. The survey will take approximately 30 minutes to complete and is open until **October 19, 2020**. Please provide only one response per municipality. Completing the survey as a council is suggested where possible. Individual survey responses will not be shared and only aggregated results will be reported.

AUMA has strongly advocated for Alberta municipalities policed by the RCMP to have meaningful input into setting policing priorities and determining how new police resources are distributed, especially with the implementation of the new police costing model. In response, the Minister of Justice and Solicitor General has established the Alberta Police Advisory Board to give municipalities a stronger voice in RCMP policing oversight and resource deployment.

As you may recall, the Alberta Police Advisory Board is being implemented in two phases. In its first year, an Interim Board will focus on establishing the operational Board's structure and scope. As per the Terms of

Reference developed by Justice and Solicitor General, the Interim Board is made up of four representatives from the RMA Board, four representatives from the AUMA Board, and one representative from the Alberta Association of Police Governance Executive. Interim Board members were appointed to ensure broad municipal perspectives and to align with each of the four RCMP districts (Central, Eastern, Southern, and Western). It is important to note that once the Interim Board has completed its mandate, it will reach out to municipalities looking for nominations to serve on the operational Police Advisory Board.

The Interim Board will be engaging with municipalities again to solicit feedback on the operational Board's scope and governance, including how to recruit and select operational Board members.

If you have any questions regarding this survey, please email the Alberta Police Advisory Board at Board@ABPoliceAdvisoryBoard.com.

Sincerely,

Dan Rude | Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca

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

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca



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Interim Alberta Police Advisory Board – Municipal Survey on RCMP Police Services in Alberta

Background

With the implementation of the new police costing model, Alberta's municipalities that are policed by the RCMP deserve a voice in setting policing priorities and determining how new police resources are distributed. The Government of Alberta has established the Alberta Police Advisory Board to give municipalities a stronger voice in RCMP policing oversight and resource deployment.

The Alberta Police Advisory Board is being implemented in two phases. In its first year, an Interim Board will focus on establishing the operational Board's structure and scope. As per the Terms of Reference developed by Justice and Solicitor General, the Interim Board is made up of four representatives from the RMA Board, four representatives from the AUMA Board, and one representative from the Alberta Association of Police Governance Executive. Interim Board members were appointed to ensure broad municipal perspectives and to align with each of the four RCMP districts (Central, Eastern, Southern, and Western). It is important to note that once the Interim Board has completed its mandate, it will reach out to municipalities looking for nominations to serve on the operational Police Advisory Board.

The Interim Board has specifically been tasked with:

- Developing the scope and terms of reference for the operational Board;
- Developing a recruitment and selection process for operational Board members;
- Developing 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;
- Providing input, advice, and recommendations to the government and RCMP on the buildup of the provincial police service related to funds raised by the new police costing model; and
- Providing input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

The purpose of this survey is to help inform Interim Board's recommendations and input on 2021/22 provincial policing priorities and the buildup of the provincial police service. Please provide only one response per municipality. Completing the survey as a council is suggested where possible. Individual survey responses will not be shared and only aggregated results will be reported.

The Interim Board will be engaging with municipalities again to solicit feedback on the operational Board's scope and governance, including how to recruit and select operational Board members.

If you have any questions regarding this survey, please email the Alberta Police Advisory Board at Board@ABPoliceAdvisoryBoard.com.

The deadline for completing the survey is October 19, 2020.

Survey

1. Name of Municipality
2. Our municipality is a:
City

Town
Village
Summer Village
Specialized Municipality
County/Municipal District
Other (please specify)

3. We represent a population:
Under 2,000
2,000 - 5,000
5,001 - 10,000
Over 10,000
4. Our municipality receives RCMP services from the following detachment(s): (fill in)
5. Please provide a contact name, in case there is a need to follow up with your municipality to clarify feedback or get more detailed information regarding interesting ideas or collaborations (optional).

Engagement with RCMP

6. Does your municipality have a police oversight body?
Yes
No
7. How often does your municipality or municipal/community police oversight body meet with your RCMP detachment commander(s)?
Four times a year or more
2-3 times a year
Once a year
Less than once a year
We've never met formally
8. Do you consider your current meeting frequency with the RCMP detachment commander(s) to be sufficient?
Yes
No
9. Does your RCMP detachment(s) provide you with a copy of their annual performance plan(s)?
Yes
No
10. Is your municipality or municipal police oversight body involved in developing the detachment's annual performance plan (APP)?
Yes
No
11. Does your municipality or municipal police oversight body receive regular reporting (such as information on statistics, trends, and detailed crime rates) from your local detachment(s)?

Yes
No

If yes, what type of information *do you* receive?
Is there any other type of information you would like to receive that is not currently provided?

If no, what type of information *would you like* to receive?

12. Please share any examples of effective collaboration between your detachment(s) and your municipality/community members.
13. How could your detachment(s) improve engagement with your municipality/community members?
14. Do you think that processes for providing input on local policing priorities should be formalized and standardized? For example, independent municipal, community police oversight bodies, which are currently optional, could be mandated in legislation.
Yes
No

If yes, what is your preferred mechanism for doing so?

Policing Priorities

15. Rank the policing priorities below in the order of importance for your municipality in 2021/22.
 - Traffic enforcement (i.e. aggressive driving, distracted driving)
 - Family violence (i.e. domestic abuse and threats)
 - Illegal drug-related offenses (i.e. possession, trafficking)
 - Impaired driving (drugs, alcohol)
 - Crimes against persons (i.e. assaults, threats)
 - Minor property crime (i.e. vandalism, theft from motor vehicles, theft under \$5,000)
 - Major property crime (i.e. break and enters, theft of motor vehicles, theft over \$5,000)
 - Proactive/community policing (i.e. school resource officers, patrols)
 - Increased focus on prolific offenders
 - Other (fill in)
16. Rank the RCMP service issues below in the order of importance for your local RCMP detachment to resolve in 2021/22.
 - 911 response times
 - Community visibility
 - Filling vacancies and providing full coverage service
 - Engaging with the municipality (reporting, setting priorities, communication on service changes, etc.)
 - Communication with community members and other stakeholders
 - Other (fill in)

Rollout of New Police Resources

The RCMP currently determines how to allocate additional and/or new policing resources by analyzing each detachment's workload. This analysis takes the following factors into account:

- Travel time
- Call volume
- Type of crimes occurring in the area
- Amount of time required for investigations
- Size of detachment
- Time available for proactive policing (patrols, community engagement, visiting schools, and attending community events).

17. Rank the order of importance of these factors to your municipality.

18. Are there any other factors that should be considered?

Revenue collected through the new costing model will be reinvested into policing, leading to an increase in the number of RCMP officers and civilian positions throughout the province. This investment prioritizes adding uniformed patrol officers in rural RCMP detachments, but will also add police officers to centralized RCMP units that work to address province-wide issues such as organized crime, drug trafficking, and auto and scrap metal theft. A portion of the revenue will also be used to fund new civilian positions to assist with administrative tasks and provide investigative support. These administrative roles are intended to improve response times and help ensure officers have the support they need to protect Albertans by spending more time in their communities.

19. Do you agree that RCMP resource allocation should balance frontline officers with centralized, specialized, and/or civilian positions? (Strongly agree to strongly disagree)

Police Costing Model

20. Have you engaged in conversations with your local detachment around whether any new police resources arising from the new costing model may affect policing in your municipality?

- Yes
- No

If yes, what information did you receive from your detachment on new police resources?

21. Has the information provided by the Government of Alberta on the new police costing model been sufficient to ensure your council and staff understand the new model, including how costs are determined and how the additional funding could be used?

- Yes
- No

If no, what additional information do you require on the new police costing model?

Thank you for taking the time to complete this survey!

From: Judy Tracy <jtracy@onoway.ca>
Sent: September 17, 2020 3:29 PM
To: Pat St.Hilaire
Cc: Wendy Wildman; Lisa Johnson; Lynne Tonita; Jeffery Mickle; Jason Madge; Debbie Giroux
Subject: Re: Light up the night

Thanks Pat,
Let's add this to our next agenda.

Judy

Sent from my iPad

> On Sep 17, 2020, at 2:46 PM, Pat St.Hilaire <psthilaire@onoway.ca> wrote:

>

> Hi just had a call from Kevin Henry about light up the night .will take place? He was thinking of his church doing the same as last year. If we are going to have light up the night ,he would like to be involved in the planning . He would be happy to come to council to discuss. I said we could talk about the fact of to have or not to have ,and I would get back to him.

>

> Sent from my iPad

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 17, 2020 1:01 PM
To: debbie@onoway.ca
Cc: 'Jason Madge'
Subject: FW: 2020-2021 Franchise Fee Calculator - Onoway
Attachments: FortisAlberta Service Area Municipal Franchise Fees July -Final.pdf; Franchise Fee Advisement Notification - Please Return via Email by Nov. 1, 2020.doc; Franchise Fee Advertisement Template - Please Use.docx; 2020-2021 Franchise Calculator - Onoway.xlsx

Importance: High
Flagged

here is the other. 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: Law, Kayla <kayla.law@fortisalberta.com>
Sent: September 17, 2020 12:59 PM
To: cao@onoway.ca
Cc: Smith, Nicole <nicole.smith@fortisalberta.com>; LHeureux, Dora <dora.lheureux@fortisalberta.com>
Subject: 2020-2021 Franchise Fee Calculator - Onoway
Importance: High

Good morning:

RE: Request Confirmation of Electric Distribution Franchise Fee for 2021

As part of your Electrical Distribution System Franchise Agreement with FortisAlberta you have the ability to either increase, decrease or keep your franchise fee the same, with written notice.

Please note: All proposed rate changes are estimated and have not been approved by the Alberta Utilities Commission (AUC). The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the number of customer sites within the municipality and/or

the electricity usage increasing or decreasing, and changes to the Transmission or Distribution rates, **which could be impacted by current economic conditions.**

If your municipality would like to defer adjusting your franchise fees until 2021, here are the **key dates** to consider. However, adjustments can only be done once per calendar year.

All advertisements are **required to be placed in the local newspaper with the widest circulation within your municipality for two consecutive weeks prior to these dates below:**

- Feb. 15, 2021 (for an April 1, 2021 implementation)
- May 15, 2021 (For a July 1, 2021 implementation)
- Aug. 15, 2021 (for an Oct. 1, 2021 implementation)
- Nov. 15, 2021 (for a Jan. 1, 2022 implementation)

IMPORTANT ACTIONS AND TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JAN. 1, 2021:

1. **Review** the attached Franchise Fee Calculator and present your recommendations to Council;
2. If Council is proposing a change in franchise fee, a resulting impact to the customer's annual bill **must be advertised in the local newspaper that has the widest circulation within your municipality for two consecutive weeks.** (Please use the attached sample advertisement).
3. If **increasing** your franchise fee, it must stay within the current **Franchise Fee Cap of 20 per cent.**
4. **By Nov. 1, 2020,** please **email scanned copies** of the advertisements to Kayla Law at kayla.law@fortisalberta.com - Due to COVID-19 working precautions, we will only be accepting documentation via email. If this is a concern please contact me directly. Thank you.

INCLUDE:

- Copies of **both** advertisements
 - **Publication dates** for both advertisements
 - Name and location of newspaper
4. Any late, inaccurate or incomplete responses may result in re-advertising for a later implementation date.
 5. If Council decides to maintain the current franchise fee you do not have to advertise, but please notify Kayla Law at kayla.law@fortisalberta.com

If you have any questions or concerns, please contact me or your Stakeholder Relations Manager.

NOTE: Due to pandemic protocol instructions, I will be working remotely with access to my e-mail and cell phone (780-554-4888), if you have any questions or need any assistance please contact me directly. Thank you.

Kayla Law | Stakeholder Relations Manager

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

www.fortisalberta.com

MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to all FortisAlberta distribution tariffs, except riders and rebates, in each municipality.

Price Adjustment A percentage surcharge per the table below will be added to the gross distribution tariff, excluding any riders or charges that relate to deferral account amounts, calculated for each site within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Arcene	3%	2013-07-01	02-0040	Bowden	15%	2017-01-01
01-0003	Airdrie	18%	2020-04-01	03-0041	Boyle	10%	2020-01-01
03-0005	Alex	8.50%	2019-01-01	03-0042	Breton	20%	2015-01-01
03-0004	Alberta Beach	5%	2017-01-01	01-0043	Brooks	12.63%	2015-01-01
03-0007	Amisk	0%	2014-01-01	02-0044	Bruderheim	0%	2013-07-01
02-0011	Athabasca	10%	2020-01-01	02-0047	Calmor	20%	2013-07-01
04-0009	Argentia Beach	0%	2017-01-01	01-0048	Camrose	13%	2020-04-01
03-0010	Arrowwood	12%	2015-07-01	02-0050	Canmore	10%	2016-01-01
02-0387	Banff	6%	2020-01-01	03-0054	Carmangay	5%	2018-01-01
07-0164	Banff Park	4%	2019-10-01	03-0055	Caroline	10%	2019-01-01
03-0363	Barnwell	5%	2013-07-01	02-0056	Carstairs	10%	2015-01-01
03-0013	Barons	5%	2015-04-01	03-0061	Champion	15%	2015-04-01
02-0014	Barrhead	12%	2016-04-01	03-0062	Chauvin	11%	2016-01-01
02-0016	Bashaw	3%	2013-07-01	01-0356	Chestermere	11.50%	2014-01-01
02-0017	Bassano	14.40%	2019-01-01	03-0064	Chipman	0%	2016-01-01
03-0018	Bawlf	6%	2016-01-01	02-0065	Clareholm	4%	2017-01-01
01-0019	Beaumont	17.25%	2020-01-01	03-0066	Clive	10%	2020-01-01
03-0022	Beiseker	3.50%	2019-01-01	03-0068	Clyde	15%	2017-01-01
02-0024	Bentley	10%	2019-01-01	02-0069	Coaldale	11%	2015-01-01
04-0026	Betula Beach	0%	2017-01-01	02-0360	Coalhurst	5%	2015-01-01
03-0029	Bittern Lake	7%	2016-01-01	02-0070	Cochrane	17%	2020-01-01
02-0030	Black Diamond	10%	2017-01-01	03-0076	Coutts	3%	2017-01-01
02-0031	Blackfalds	20%	2013-10-01	03-0077	Cowley	5%	2016-01-01
02-0034	Bon Accord	20%	2013-07-01	03-0078	Cremona	10%	2016-01-01
02-0039	Bow Island	8.50%	2018-01-01	02-0079	Crossfield	0%	2015-01-01

FortisAlberta's Customer and Retailer Terms and Conditions of Distribution Tariff Services provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016 01 01	01-0194	Lacombe	12.75%	2019 01 01
04-0080	Crystal Springs	0%	2016 01 01	04-0196	Lakeview	2%	2016 01 01
03-0081	Czar	5%	2013 10 01	02-0197	Lamont	7.50%	2020 01 01
02-0082	Daysland	7%	2018 01 01	04-0378	Larkspur	3%	2020 04 01
02-0086	Devon	13%	2018 01 01	01-0200	Leduc	16%	2014 01 01
02-0088	Didsbury	17%	2016 01 01	02-0202	Legal	10%	2018 01 01
02-0091	Drayton Valley	10%	2016 01 01	03-0207	Lomond	15%	2017 01 01
03-0093	Duchess	15%	2018 01 01	03-0208	Longview	17%	2017 01 01
02-0095	Eckville	10%	2015 01 01	03-0209	Lougheed	5%	2016 01 01
03-0096	Edberg	10%	2018 01 01	02-0211	Magrath	8%	2017 01 01
03-0097	Edgerton	16%	2015 01 01	04-0210	Ma-Me-O Beach	0%	2016 01 01
02-0100	Edson	4.75%	2020 01 01	02-0215	Mayerthorpe	10%	2020 01 01
03-0109	Ferintosh	11%	2016 01 01	04-0359	Mewatha Beach	2%	2016 10 01
03-0112	Foremost	7%	2016 01 01	02-0218	Milk River	12%	2017 01 01
02-0115	Fort Macleod	15%	2018 10 01	02-0219	Millet	16%	2019 01 01
01-0117	Fort Saskatchewan	0%	2013 10 01	03-0220	Milo	20%	2017 01 01
02-0124	Gibbons	10%	2013 01 01	02-0224	Morinville	20%	2013 07 01
03-0128	Glenwood	0%	2016 02 11	04-0230	Nakamun Park	0%	2013 10 01
04-0129	Golden Days	0%	2017 01 01	02-0232	Nanton	9%	2019 01 01
02-0135	Granum	5.50%	2013 07 01	02-0236	Nobleford	0%	2013 10 01
04-0134	Grandview	0%	2016 01 01	03-0233	New Norway	6%	2009 01 01
04-0138	Gull Lake	0%	2016 01 01	04-0237	Norglenwold	5%	2015 01 01
02-0143	Hardisty	7.50%	2019 01 01	04-0385	Norris Beach	0%	2016 01 01
03-0144	Hay Lakes	7%	2017 11 01	02-0238	Okotoks	18%	2019 01 01
02-0148	High River	20%	2015 07 01	02-0239	Olds	15%	2019 01 01
03-0149	Hill Spring	5%	2015 09 01	02-0240	Onoway	7.50%	2013 01 01
02-0151	Hinton	12.70%	2019 01 01	04-0374	Parkland Beach	0%	2015 01 01
03-0152	Holden	4%	2016 01 01	02-0248	Penhold	19%	2014 01 01
03-0153	Hughenden	5%	2016 01 01	02-0249	Picture Butte	10%	2016 01 01
03-0154	Hussar	12.50%	2017 01 01	02-0250	Pincher Creek	13%	2017 01 01
02-0180	Innisfail	13%	2020 01 01	04-0253	Point Alison	0%	2017 01 23
03-0182	Irma	20%	2015 01 01	04-0256	Poplar Bay	0%	2016 01 01
02-0183	Irricana	0%	2013 10 01	02-0257	Provost	20%	2015 01 01
04-0185	Island Lake	0%	2016 01 01	02-0261	Raymond	12%	2016 01 01
04-0186	Itaska Beach	0%	2017 10 01	02-0265	Redwater	5%	2020 01 01
04-0379	Jarvis Bay	0%	2015 10 08	02-0266	Rimbey	16%	2019 01 01
04-0187	Kapasiwin	0%	2018 04 01	02-0268	Rocky Mtn House	12%	2017 01 01
02-0188	Killam	8%	2017 01 01	03-0270	Rockyford	5%	2015 04 01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	14.50%	2020/01/01
04-0273	Ross Haven	0%	2016/01/01
03-0276	Ryley	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	9%	2020/01/01
04-0283	Silver Sands	3%	2018/01/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	3%	2019/01/01
01-0291	Spruce Grove	20%	2016/01/01
01-0292	St. Albert	7.50%	2020/01/01
03-0295	Standard	0%	2015/01/01
02-0297	Stavely	5%	2017/01/01
03-0300	Stirling	12%	2019/01/01
02-0301	Stony Plain	20%	2015/01/01
09-0302	Strathcona County	0%	TBD
02-0303	Strathmore	20%	2020/07/01
03-0304	Strome	8%	2016/01/01
02-0307	Sundre	10%	2020/01/01
04-0386	Sunrise Beach	0%	2018/01/01
04-0308	Sunset Point	10%	2017/01/01
02-0310	Sylvan Lake	15%	2019/01/01
02-0311	Taber	18%	2020/07/01
02-0315	Thorsby	20%	2015/01/01
02-0318	Tofield	5%	2015/01/01
02-0321	Turner Valley	10%	2017/01/01
04-0324	Val Quentin	0%	2016/01/01
02-0326	Vauxhall	6%	2020/01/01
02-0331	Viking	8%	2013/07/01
02-0333	Vulcan	20%	2013/10/01
03-0364	Wabamun	10%	2017/01/01
02-0335	Wainwright	11%	2020/04/01
07-0159	Waterton Park	8%	2018/10/01
03-0338	Warburg	10%	2015/01/01
03-0339	Warner	0%	2017/01/01
04-0344	West Cove	0%	2018/01/01
02-0345	Westlock	12.75%	2020/01/01
01-0347	Wetaskiwin	13.80%	2020/01/01
04-0371	Whispering Hills	5%	2016/10/01

Muni Code	Municipality	Rider	Effective
02-0350	Whitecourt	2.60%	2020/01/01
04-0354	Yellowstone	3%	2016/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.

Year/Model Code	Market City	Rate Category	2020 Transmission January to June Actuals	2020 Distribution January to June Actuals	2020 Franchise Fee Revenue January to June Actuals	12 Month Transmission (ESTIMATED)	12 Month Distribution (ESTIMATED)	12 Months Franchise Fee (ESTIMATED)	2021 Proposed Transmission Revenue Change	2021 Proposed Distribution Revenue Change	2021 Transmission Including Proposed Rate Change (ESTIMATED)	2021 D&T Including Proposed Rate Change (ESTIMATED)	2021 D&T & Franchise Fee @ 2019 Franchise Fee with Proposed Rate Changes (ESTIMATED)	2021 Franchise Fee Revenue at the NEW Franchise Fee Percentage (ESTIMATED)
02-0240	Onoway	11 - Residential Service	\$ 56,402	\$ 90,751	\$ 11,037	\$ 112,904	\$ 181,803	\$ 22,074	8.0%	8.1%	\$ 123,972	\$ 182,374	\$ 140,787	\$ 30,072
02-0240	Onoway	31 - Street Lights	\$ 821	\$ 23,055	\$ 1,928	\$ 1,842	\$ 48,110	\$ 3,855	18.2%	8.0%	\$ 1,908	\$ 51,106	\$ 51,843	\$ 4,848
02-0240	Onoway	33 - Street Lights	\$ 118	\$ 246	\$ 27	\$ 246	\$ 491	\$ 95	16.2%	8.0%	\$ 215	\$ 221	\$ 88	\$ 76
02-0240	Onoway	38 - Yard Lighting Service	\$ 150	\$ 1,069	\$ 92	\$ 316	\$ 2,134	\$ 184	16.2%	8.0%	\$ 287	\$ 2,222	\$ 2,870	\$ 251
02-0240	Onoway	41 - Small General Service	\$ 55,400	\$ 79,690	\$ 10,132	\$ 110,799	\$ 198,280	\$ 20,283	2.0%	4.3%	\$ 113,015	\$ 172,326	\$ 210,542	\$ 75,228
02-0240	Onoway	44 - Oil and Gas (Capacity) Service	\$ 198	\$ 497	\$ 52	\$ 393	\$ 984	\$ 104	2.8%	3.8%	\$ 403	\$ 998	\$ 1,084	\$ 129
02-0240	Onoway	51 - General Service	\$ 78,819	\$ 38,147	\$ 8,772	\$ 157,837	\$ 78,384	\$ 17,545	8.2%	8.2%	\$ 144,553	\$ 78,178	\$ 240,495	\$ 21,249
			\$ 181,914	\$ 312,451	\$ 27,648	\$ 381,831	\$ 466,768	\$ 24,080			\$ 183,801	\$ 471,828	\$ 651,517	\$ 131,499

2020 Current Franchise Fee	7.50%
Franchise Fee Cap	20%
2020 Estimated Revenue	\$ 64,086
2021 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$ 64,618
Franchise Fee Calculator Changes	
Yellow area is to calculate different franchise fee.	
2021 Proposed Franchise Percentage	8.50%
2021 Estimated Franchise Fee Revenue if your Percentage is changed	\$ 81,819
Difference in Franchise Fees Collected from 2020 to 2021 with Proposed D&T Rate Changes	\$ 17,200

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 25, 2020 1:12 PM
To: debbie@onoway.ca
Subject: FW: Municipal bonds

This is what that resolution on your desk is about.

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

From: cao@onoway.ca <cao@onoway.ca>
Sent: September 25, 2020 1:12 PM
To: 'Lynne Tonita' <ltonita@onoway.ca>
Cc: 'Jeffery Mickle' <jmickle@onoway.ca>; 'Judy Tracy' <jtracy@onoway.ca>; 'Lisa Johnson' <ljohnson@onoway.ca>; 'Pat St.Hilaire' <psthilaire@onoway.ca>
Subject: RE: Municipal bonds

Well now that the resolution has passed, the AUMA will work on our behalf and on the go forward we will see where this new road takes us with the Province overseeing its travels.

It will be interesting

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

>>> cao@onoway.ca

>>>

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

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>>> in error, please notify us immediately by replying to the message and deleting it from your computer.

>>>

>>> -----Original Message-----

>>> From: Lynne Tonita <ltonita@onoway.ca>

>>> Sent: September 25, 2020 9:56 AM

>>> To: Wendy Wildman <cao@onoway.ca>; Jeffery Mickle

>>> <jmickle@onoway.ca>; Judy Tracy <jtracy@onoway.ca>; Lisa Johnson

>>> <ljohnson@onoway.ca>; Pat St.Hilaire <psthilaire@onoway.ca>

>>> Subject: Municipal bonds

>>>

>>> What do we know about municipal bonds?

>>> Lynne

>>>

>>> Sent from my iPhone

>>>

>>

>>

>

>

AUMA Resolution 2020.B3

CITY OF LETHBRIDGE

Continuation of Municipal Bonds in Alberta

Seconded by: City of Grande Prairie & City of Brooks

WHEREAS it is difficult for Alberta municipalities to build capital projects based on funds generated by property taxes alone;

WHEREAS the Government of Alberta, as outlined in the 2019-2023 Municipal Affairs Business Plan, wants to “work collaboratively with municipalities in continuing to offer and develop tools and programs to support well-managed, accountable, and sustainable municipalities”;

*Passed
8/4/20*

WHEREAS the Government of Alberta desires to help municipalities “meet their strategic long-term infrastructure needs”;

WHEREAS Alberta municipalities depend upon a variety of funding sources to support capital projects in our communities, inclusive of low-cost loans;

WHEREAS Alberta municipalities understand the Government of Alberta’s desire to reduce provincial spending;

WHEREAS Alberta municipalities understand that part of this reduced spending includes alterations to existing structures, programs, and services under the purview of the Province;

WHEREAS in the absence of various Provincial structures, programs, and services, Alberta municipalities lack the appropriate tools to generate additional revenues for capital projects;

WHEREAS the Government of Alberta is dissolving the Alberta Capital Finance Authority (ACFA), with the role of providing low-cost loans to local authorities to be continued by the Province;

WHEREAS maintaining access to low-cost loans is important to allow community projects to proceed as needed while limiting the long-term cost of community infrastructure for taxpayers;

WHEREAS one of the strategies used by ACFA to generate funds was through the issuing of municipal bonds (called “munis”);

WHEREAS the Government of Alberta could support municipalities by continuing to issue munis;

WHEREAS as a further strategy to encourage investment into Alberta and Alberta municipalities would be to make munis an appealing investment tool; and

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association (AUMA) advocate to the Government of Alberta to ensure that there is a sufficient supply of capital for local authorities to continue to access low-cost infrastructure loans as needed through the Government of Alberta; and

FURTHER BE IT RESOLVED THAT the AUMA advocate for the Government of Alberta to provide a regulatory environment where municipal governments can issue bonds to generate capital for local infrastructure needs and offer an opportunity for local, domestic, and international investors to invest in Alberta communities.

FURTHER BE IT RESOLVED THAT the AUMA advocate to the Government of Alberta to ask the Canada Revenue Agency (CRA), through the federal Minister of National Revenue, to consider Alberta municipal bonds as a tax-exempt investment income instrument.

BACKGROUND:

The Alberta Capital Finance Authority played a critical role in providing low-cost loans to municipal governments and other local authorities to lower the costs of capital projects for Alberta communities. As of 2019, municipal authorities and regional service commissions have \$10.3 billion in ACFA loans, representing 64 per cent of ACFA's total loan portfolio¹. The Province's 2019-2023 Fiscal Plan states that existing ACFA loans and liability will be taken on by the province, and that "the program of providing low cost loans to local authorities will be continued by the province." (p. 168) However, the volume, distribution, and conditions of this lending have yet to be outlined.

Municipalities are familiar with the terms, conditions, and processes of the ACFA's municipal bonds. If the Province is continuing to provide lending to local authorities, it would be effective for both the Province and municipalities for the issuance of ACFA's municipal bonds to continue in some form. Across all of Alberta's municipalities, this would ensure continuity in work and anticipated deadlines. Allowing the process to remain despite the change in oversight ensures that our communities can still fund vital projects responsibly without creating additional risk or concern.

While the Province is struggling during this time to balance books just as much as any other governing body, if the supply of low-cost loans for local projects is reduced, it will actively harm our communities, making necessary growth and development less affordable for the communities that need it the most. While budgeting to ensure short terms sustainability for our province is important, investing in our communities and our future is how we develop a provincial economy that is not only stable, but sustainable. As funding for capital projects becomes less and less predictable, services and infrastructure necessary for daily life will have less support, and quality of life overall will fall in our province. Maintaining municipal bonds as a resource for municipalities is a stopgap against the economic hardships our communities are already facing.

¹ 2019 ACFA Annual Report, page 23. <https://acfa.gov.ab.ca/nav/annual-reports.html>

The recommendation that municipal bonds be considered a tax-exempt investment tool is to further encourage investment in Alberta communities as a stable investment with limited tax burden. This practice is common in many regions of the United States to encourage investment in communities.

AUMA Comments:

AUMA does not have an existing position on this issue. While the Government of Alberta has messaged that municipalities will not be impacted by the dissolution of the Alberta Capital Finance Authority, it remains to be seen whether the province's new oversight of the program and its financial capacity today and into the future could potentially change the scope of borrowing that has traditionally been available to local authorities. Providing municipalities the ability to issue bonds offers an additional financial tool and more autonomy for municipalities to manage their financial affairs, which can contribute to long-term viability.

If this resolution is adopted, given the complexity of this issue and its linkages to other aspects of municipal finance, AUMA would approach this issue with a high level of engagement with members to develop and implement an advocacy strategy that takes into account all related priorities and advocacy positions.

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 23, 2020 8:41 AM
To: 'Debbie Giroux'
Cc: 'Judy Tracy'
Subject: FW: Provincial Assessment Model Review
Attachments: Provincial Assessment Model Review.pdf

Deb – info for 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: aboffice@albertabeach.com <aboffice@albertabeach.com>
Sent: September 22, 2020 2:57 PM
To: minister.municipalaffairs@gov.ab.ca
Cc: premier@gov.ab; 'Lac Ste. Anne-Parkland' <LacSteAnne.Parkland@assembly.ab.ca>; Barry Morishita <president@auma.ca>; akemmere@RMAAlberta.com
Subject: Re: Provincial Assessment Model Review

Dear Minister Allard,
Please see the attached correspondence regarding the above. Hard copy to follow.

Alberta Beach Administration
Box 278
Alberta Beach, AB
T0E 0A0
Phone: 780-924-3181
Fax: 780-924-3313
aboffice@albertabeach.com

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September 8, 2020

Honourable Tracy Allard
Office of the Minister of Alberta Municipal Affairs
132 Legislature Building
10800 - 97 Avenue NW
Edmonton, AB, Canada T5K 2B6

Dear Minister Allard:

Re: Provincial Assessment Model Review

The elected officials of the communities within Lac Ste. Anne County have come together to formally disavow the proposed changes to the provincial assessment model. We are unified in our strong objection to the UCP government's plans to critically impact each of our budgets by imposing any one of the scenarios outlined in the review.

Lac Ste Anne County covers some 2850 km² and is home to the Towns of Mayerthorpe and Onoway, as well as the Village of Alberta Beach and a dozen Summer Villages. Nearly 11,000 people call the county home with another almost 5000 residing in the urban areas.

Rural Alberta overwhelmingly supported the UCP party in 2019. We were counting on your government to put Albertans back to work and invigorate the economy. No one would dispute the importance of the oil and gas sector when it comes to our economic recovery. Most Albertans are not opposed to some sort of relief program to put the industry in a better position to compete in the world market. Both RMA and AUMA presented some solutions that could accomplish this without such disastrous effects on municipalities.

Your government's plans for the assessment model will take money from the budgets of rural municipalities and deposit it into the accounts of the shareholders of big oil and gas while creating tax **increases** for smaller producers who invest in our communities and provide meaningful employment for Albertans. The impacts of the proposed changes will be felt in the budgets of all municipalities and will force service reductions, staff reductions, deferral of capital and maintenance projects and tax increases across the board. Considering the UCP platform touted zero tax increases, this is especially concerning.

Further, it will shift the burden for the education property tax to residents and other business and industry. Even if municipalities can keep their mill rates steady and that's a big if, property taxes will still go up.

For the smaller municipalities in Lac Ste. Anne County, their viability is at stake. They manage very tight budgets and even a minor adjustment can have enormous consequences. From the County's standpoint, they provide funding to the urban communities for recreation, emergency services and libraries among other things. The scenarios in the assessment model review will

result is a significant reduction in the County's revenue. It is safe to assume there will be a trickle-down effect to the budgets of the urban communities.

The long-term impacts of the proposed changes must be studied and clearly understood. It is reckless and ill-advised to proceed with incomplete information. The RMA and AUMA have both asked for the long-term projections on the impact of these changes, which you have not provided. Your rush to implement these changes will prove disastrous for every Albertan. The only benefits will go to large oil and gas companies who, if past is prologue, will not re-invest that money in our province.

We, the elected officials of the communities within Lac Ste. Anne County, call on the UCP government to engage in meaningful consultation with municipalities and our associations regarding the Assessment Model Review. Further, we call on the UCP government to delay, indefinitely, implementation of any of the scenarios contained in the Assessment Model Review. We call on you to work with us to create a new model that will help our oil and gas sector without threatening the viability of municipalities.

Further, the undersigned request an in-person meeting with the Honorable Minister of Municipal Affairs, Tracy Allard and Lac Ste. Anne – Parkland MLA, Shane Getson.

Respectfully,

Janet Jabush
Mayor, Town of Mayerthorpe



Joe Blakeman
Reeve, Lac Ste. Anne County



Jim Benedict
Mayor, Village of Alberta Beach



Judy Tracy
Mayor, Town of Onoway



Bernie Poulin
Representing Summer Villages



- cc: Jason Kenney, Premier of Alberta
- Shane Getson, MLA, Lac Ste. Anne – Parkland Constituency
- Barry Morishita, President, AUMA
- Al Kemmere, President, RMA

(55)

North Zone Update on COVID-19

September 25, 2020



Our Efforts to Contain COVID-19 in the North Zone

Thank you for your continued efforts and commitment to keep your communities safe and to help reduce the spread of COVID-19. We thank you for your support, questions, patience, and compliance during this challenging time.

We encourage you to follow AHS on social media. COVID-19 updates and information is regularly posted on our Twitter (@AHS_media) and [Facebook](#) pages. You are welcome to share these updates and information on your social media channels as needed.

As of September 24, Alberta Health and Alberta Health Services (AHS) have confirmed 1,370 cases of COVID-19 in the North Zone, with 130 currently listed as active. There are currently a total of 17,190 confirmed cases in Alberta, with 1,462 currently listed as active.

On July 27, 2020, our North Zone Emergency Operations Centre (ZEOC) was re-activated to respond to an increase in COVID-19 cases in the North Zone, and across the province. In coordination with the provincial AHS Emergency Command Centre, the ZEOC continues to coordinate all clinical and clinical support resources to respond to the COVID-19 situation as it evolves.

Changes to COVID-19 Testing Guidelines

Last week, Alberta Health announced updated COVID-19 testing criteria for Albertans. In an effort to reduce wait times, to speed up access to results, and to support Albertans during respiratory virus and influenza season, testing in Alberta has shifted to focus on those with symptoms, coupled with asymptomatic testing for only those in the risk groups outlined below. Asymptomatic testing is no longer recommended for Albertans who don't fall into these risk groups.

COVID-19 testing in Alberta is now recommended for:

- Albertans with symptoms of COVID-19;
- Albertans who are close contacts of a confirmed case, whether symptomatic or not;
- Albertans who are linked to a known outbreak, whether symptomatic or not; and,
- Asymptomatic Albertans who are:
 - School teachers and/or school staff;
 - Healthcare workers;
 - Staff and/or residents at congregate living facilities, including long-term care;
 - Experiencing homelessness; or
 - Require asymptomatic testing for the purpose of travel

The AHS online testing tool has been updated to reflect these new criteria. Albertans booking appointments using this tool are guided by this new criteria. New appointments are not being offered to asymptomatic Albertans who are not in the priority groups. Health Link is also following this new criteria, as are pharmacies across Alberta.

Resources for Indigenous communities

AHS has been working with Indigenous communities and organizations across Alberta to support their COVID-19 responses. Specific resources can be found on our AHS website:

<https://www.albertahealthservices.ca/topics/Page17101.aspx>

Back to School During COVID-19

AHS is working closely with provincial partners to support a safe and healthy return to school.

Visit alberta.ca/returntoschool for information and guidance on re-entry for the 2020/21 school year.

For answers to common questions, visit our [Back to School During Covid-19: FAQ](#).

The COVID-19 school status map can also be viewed here: <https://www.alberta.ca/schools/covid-19-school-status-map.htm>

Awaiting Your Test Results

If you have been tested for COVID-19, it is important that you understand what to do while you await your tests results, and what it means if your COVID-19 test is positive or negative.

For more information, visit <https://www.albertahealthservices.ca/topics/Page17034.aspx>

Travel Related Testing & Documentation Requests

Travelers are responsible for understanding any COVID-19 testing and reporting requirements for their travel. They must allow enough time for their testing and to secure printed results. If you are requiring proof of COVID-19 status prior to travel, please plan ahead.

Albertans planning travel should allow at 7-10 days from the time they are swabbed for COVID-19 to having access to printable test results.

We understand current traveler testing processes may not align with requests from some airlines, countries or local authorities, for travel outside of Alberta. We are working on new processes that will be in place in the coming weeks. The new travel process will significantly shorten turnaround times for testing results for travelers, by early October. In the meantime, we continue to remind all Albertans planning travel to consider testing requirements well ahead of departure date.

Travel-related swabbing and testing is available for asymptomatic patients only. If you are experiencing any symptoms of COVID-19, please call HealthLink / 811.

For more information:

- [Frequently Asked Questions](#)
- [Letter for Travelers](#)
- [Request to Access COVID-19 Result for International Travel](#)

Environmental Public Health (EPH) Week

This week (September 21-26) marks Environmental Public Health (EPH) Week. We want to recognize and thank our AHS EPH teams for their hard work and dedication.

North Zone Update on COVID-19 | 3

AHS EPH teams are making a huge difference in helping to prevent the spread of COVID-19 in Alberta and support the province to gradually reopen businesses, resume activities and get people back to school and work.

As Alberta continues to reopen, AHS EPH teams work with our partners to provide further clarity to businesses, their staff, clients, schools and the public on how to act and operate safely, playing a very important role in reducing the spread of COVID-19 in our province.

Resources available

Please continue visiting the [Government of Alberta website](#) as well as the [AHS website](#) if you have [questions about the relaunch](#), public health restrictions or COVID-19. Assistance is also available through the Government of Alberta's Provincial Operations Centre by calling 1-866-618-2362.

Thank you all

On behalf of the Senior Leadership Team for the North Zone we thank you for your all that you continue to do in your communities.

We also want to ensure you are receiving the information you need. If there's additional information you would like to see in our future updates to you, please email ZEOC.NORTH.LIAISON@albertahealthservices.ca

We will continue to offer regular communications as the situation develops and changes.

Greg Cummings, Chief Zone Officer, North Zone

Dr. Albert Harmse, Acting Zone Medical Director

Dr. Kathryn Koliaska, Lead, Medical Officer of Health, North Zone

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 24, 2020 3:57 PM
To: shelley@onoway.ca; debbie@onoway.ca
Cc: penny@onoway.ca; 'Jason Madge'
Subject: FW: Waste Commission Financials posted to website.
Attachments: HWY 43 EWC 2020 Budget and 2019 Audited Financials.pdf

Please post on our website somewhere and Deb put as information in our agenda pls

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

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

From: Stacey Wagner <swagner@lsac.ca>
Sent: September 24, 2020 3:50 PM
To: cao@onoway.ca; Trinity Hindes <THindes@lsac.ca>
Cc: Joe Duplessie <jduplessie@lsac.ca>; penny@onoway.ca; Summer Village of West Cove <svwestcove@outlook.com>; Summer Village of Sunrise Beach <svsunrisebeach@wildwillowenterprises.com>; Summer Village of Nakamun Park <cao@svnakamun.com>; Summer Village of Silver Sands <administration@wildwillowenterprises.com>
Subject: RE: Waste Commission Financials posted to website.

As promised, please find the NEW pdf. of the full Audited Financial Documents for the Commission. Please post on your websites accordingly.

The link to LSAC website can be found here.

<https://lsac.ca/index.php/component/edocman/2020-budget-and-2019-audited-financials/viewdocument/1025?Itemid=0>

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

PROUDLY SERVING THE **LAC STE. ANNE** REGION

Alexis Nakota Sioux Nation
Lac Ste. Anne County
Summer Village of Birch Cove
Summer Village of Castle Island
Summer Village of Nakamun Park
Summer Village of Ross Haven
Summer Village of Sandy Beach
Summer Village of Silver Sands
Summer Village of South View

Summer Village of Sunrise Beach
Summer Village of Sunset Point
Summer Village of Val Quentin
Summer Village of West Cove
Summer Village of Yellowstone
Town of Mayerthorpe
Town of Onoway
Village of Alberta Beach



BUDGET 2020

AUDITED FINANCIALS 2019

PLEASE NOTE

The Highway 43 East Waste Commission was unable to host its 2020 Annual General Meeting due to Covid-19 public health restrictions.

Therefore, the 2019 Audited Financial Documents and current years budget will be made available on the websites of all member municipalities, and in hard copy format at each of their offices.

COMMISSION FINANCIAL INFORMATION RETURN

For the Year Ending December 31, 2019

Commission Name: Highway 43 East Waste
Commission

CERTIFICATION

The information contained in this Financial Information Return is presented fairly
to the best of my knowledge.



Signature of Duty Authorized Signing Officer

JOE DUPLESSIE

Print Name

APRIL 28/2020

Date

**REPORT OF THE INDEPENDENT AUDITORS'
ON ALBERTA MUNICIPAL AFFAIRS – COMMISSION FINANCIAL INFORMATION RETURN**

To the Members of the Highway 43 East Waste Commission

Opinion

The Alberta Municipal Affairs - Commission Financial Information Return ("Commission Financial Information Return"), which comprise the statement of financial position as at December 31, 2019 and the statements of change in accumulated surplus, financial activities by type / object, tangible capital assets supplementary detail, change in tangible capital assets, long term debt support, long term debt sources, future long term debt repayments and debt limits for the year then ended are derived from the audited financial statements of the Highway 43 East Waste Commission for the year ended December 31, 2019.

In our opinion, the accompanying Commission Financial Information Return is consistent, in all material respects, with the audited financial statements, in accordance with the requirements of Section 602.32 of the *Municipal Government Act*.

Summary Financial Statements

The summary financial statements do not contain all the disclosures required by Canadian public sector accounting standards. Reading the Commission Financial Information Return and the auditors' report thereon, therefore, is not a substitute for reading the audited financial statements and the auditors' report thereon. The Commission Financial Information Return and the audited financial statements do not reflect the effects of events that occurred subsequent to the date of our report on the audited financial statements.

The Audited Financial Statements and Our Report Thereon

We expressed an unmodified audit opinion on the audited financial statements in our report dated April 28, 2020.

Managements' Responsibility for the Municipal Financial Information Return

Management is responsible for the preparation of the Commission Financial Information Return in accordance with the requirements of Section 602.32 of the *Municipal Government Act*.

Auditors' Responsibility

Our responsibility is to express an opinion on whether the Commission Financial Information Return is a fair summary of the audited financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, *Engagements to Report on Summary Financial Statements*.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta
April 28, 2020



FINANCIAL POSITION

Schedule 9A

	Total 1
Assets	0010
Cash and Temporary Investments	0020 3,091,208
Receivable From Commission Members	0070 48,208
Loans Receivable	0080
Trade and Other Receivables	0090 57,646
Inventory for Consumption	0120
Inventories Held for Resale	0130
Land	0140
Other	0150
Long Term Investments	0170
Federal Government	0180
Provincial Government	0190
Local Governments	0200
Other	0210
Other Current Assets	0230
Other Long Term Assets	0240
	0250
Total Financial Assets	0260 3,197,062
Liabilities	0270
Temporary Loans Payable	0280
Payable To Other Governments	0290 21,640
Accounts Payable & Accrued Liabilities	0300 21,368
Deposit Liabilities	0310
Deferred Revenue	0340
Long Term Debt	0350
Other Current Liabilities	0360
Other Long Term Liabilities	0370 852,092
	0380
Total Liabilities	0390 895,100
Net Financial Assets (Net Debt)	0395 2,301,962
Non Financial Assets	
Tangible Capital Assets.....	0400 678,811
Inventory for Consumption.....	0410
Prepaid Expenses	0420 276
Other.....	0430
Total Non-Financial Assets	0440 679,087
Accumulated Surplus	0450 2,981,049

CHANGE IN ACCUMULATED SURPLUS

Schedule 9B

	Unrestricted	Restricted	Equity in TCA	Total	
	1	2	3	4	
Accumulated Surplus - Beginning of Year	0500	1,005,431	1,152,757	663,505	2,821,693
Net Revenue (Expense)	0505	159,356			159,356
Funds Designated For Future Use	0511	-104,000	104,000		
Restricted Funds - Used for Operations	0512				
Restricted Funds - Used for TCA	0513		-73,848	73,848	
Current Year Funds Used for TCA	0514				
Donated and Contributed TCA	0516				
Disposals of TCA	0517				
Annual Amortization Expense	0518	58,542		-58,542	
Long Term Debt - Issued	0519				
Long Term Debt - Repaid	0521				
Capital Debt - Used for TCA	0522				
	0523				
Other Adjustments	0524				
Accumulated Surplus - End of Year	0525	1,119,329	1,182,909	678,811	2,981,049

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule 9D

		Total 1
Revenues	1700	
Service Fees Charged to Commission Members.....	1790	
Other Fees and User Charges	1800	695,547
Licenses and Permits	1820	
Franchise and Concession Contracts	1840	
Returns on Investments	1850	59,712
Rentals	1860	
Insurance Proceeds	1870	
Net Gain on Sale of Tangible Capital Assets	1880	
Contributed and Donated Assets.....	1885	
Federal Government Unconditional Transfers	1890	
Federal Government Conditional Transfers	1900	
Provincial Government Unconditional Transfers	1910	
Provincial Government Conditional Transfers	1920	
Local Government Transfers	1930	
Other Revenues	1970	2,300
Total Revenue	1980	757,559
Expenses	1990	
Salaries, Wages, and Benefits	2000	191,250
Contracted and General Services	2010	296,913
Purchases from Other Governments	2020	
Materials, Goods, Supplies, and Utilities	2030	47,915
Provision for Allowances	2040	
Transfers to Governments	2050	
Bank Charges and Short Term Interest	2080	3,583
Interest on Operating Long Term Debt	2090	
Interest on Capital Long Term Debt	2100	
Amortization of Tangible Capital Assets	2110	58,542
Net Loss on Sale of Tangible Capital Assets.....	2125	
Write Down of Tangible Capital Assets.....	2127	
Other Expenditures	2130	
Total Expenses	2140	598,203
Net Revenue (Expense)	2150	159,356

TANGIBLE CAPITAL ASSETS SUPPLEMENTARY DETAIL

Schedule 9F

		Capital Long Term Debt	
		Principal Additions	Principal Reductions
		1	2
General Government	2700		
Council and Other Legislative	2710		
General Administration	2720		
Other General Government.....	2730		
Protective Services	2740		
Police	2750		
Fire	2760		
Disaster and Emergency Measures	2770		
Ambulance and First Aid	2780		
Bylaws Enforcement	2790		
Other Protective Services.....	2800		
Transportation	2810		
Common and Equipment Pool	2820		
Roads, Streets, Walks, Lighting	2830		
Airport	2840		
Public Transit	2850		
Storm Sewers and Drainage	2860		
Other Transportation	2870		
Environmental Use and Protection	2880		
Water Supply and Distribution	2890		
Wastewater Treatment and Disposal	2900		
Waste Management	2910		
Other Environmental Use and Protection	2920		
Public Health and Welfare	2930		
Family and Community Support	2940		
Day Care	2950		
Cemeteries and Crematoriums	2960		
Other Public Health and Welfare	2970		
Planning and Development	2980		
Land Use Planning, Zoning and Development	2990		
Economic/Agricultural Development	3000		
Subdivision Land and Development	3010		
Public Housing Operations	3020		
Land, Housing and Building Rentals	3030		
Other Planning and Development.....	3040		
Recreation and Culture	3050		
Recreation Boards	3060		
Parks and Recreation	3070		
Culture: Libraries, Museums, Halls	3080		
Convention Centres	3090		
Other Recreation and Culture.....	3100		
Other Utilities	3105		
Gas	3106		
Electric.....	3107		
Other	3110		
Total	3120		

CHANGE IN TANGIBLE CAPITAL ASSETS

Schedule 9G

		Balance at Beginning of Year 1	Additions 2	Reductions 3	Balance at End of Year 4
Tangible Capital Assets - Cost					
Engineered Structures	3210				
Construction In Progress.....	3219				
Buildings	3220	215,585			215,585
Machinery and Equipment	3230	907,908	73,848		981,756
Land	3240	101,635			101,635
Land Improvements.....	3245	2,075,294			2,075,294
Vehicles	3250	17,305			17,305
Total Capital Property Cost	3260	3,317,727	73,848		3,391,575
Accumulated Amortization					
Engineered Structures	3280				
Buildings	3290	102,750	8,264		111,014
Machinery and Equipment	3300	511,428	37,237		548,665
Land	3310				
Land Improvements.....	3315	2,027,930	9,581		2,037,511
Vehicles	3320	12,114	3,460		15,574
Total Accumulated Amortization	3330	2,654,222	58,542		2,712,764
Net Book Value of Capital Property	3340	663,505			678,811
Capital Long Term Debt (Net)	3350				
Equity in Tangible Capital Assets	3400	663,505			678,811

LONG TERM DEBT SUPPORT

Schedule 9H

	Operating Purposes 1	Capital Purposes 2	Total 3
Long Term Debt Support	3405		
Supported by Utility Rates	3430		
Other	3440		
Total Long Term Debt Principal Balance	3450		

LONG TERM DEBT SOURCES

Schedule 9I

	Operating Purposes 1	Capital Purposes 2	Total 3
Alberta Capital Finance Authority	3500		
Other	3610		
Total Long Term Debt Principal Balance	3620		

FUTURE LONG TERM DEBT REPAYMENTS

Schedule 9J

	Operating Purposes 1	Capital Purposes 2	Total 3
Principal Repayments by Year	3700		
Current + 1	3710		
Current + 2	3720		
Current + 3	3730		
Current + 4	3740		
Current + 5	3750		
Thereafter	3760		
Total Principal	3770		
Interest by Year	3780		
Current + 1	3790		
Current + 2	3800		
Current + 3	3810		
Current + 4	3820		
Current + 5	3830		
Thereafter	3840		
Total Interest	3850		

DEBT LIMIT

Schedule 9AA

Debt Limit
Total Debt
Debt Service Limit
Total Debt Service Costs

	1
5700	1,515,118
5710	
5720	265,148
5730	

Enter prior year Line 3450 Column 2 balance here:

EDIT LIST - PLEASE REVIEW AND CORRECT ANY ERRORS NOTED BELOW

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Highway 43 East Waste Commission
2020 Budget
As of May 31, 2020 (42%)
2020 to 2023 Operating Budget

Categories		2019 Actual	2020 Budget	2020 Actual	% Used	2021 Budget	2022 Budget	2023 Budget
General Administration								
<i>Executive Committee & Members</i>								
2.190.20	Executive Meetings	\$ 12,189	\$ 12,000	\$ 1,048	8.74%	\$ 12,000	\$ 12,000	\$ 12,000
2.191.20	Mileage/Expenses	\$ 6,838	\$ 5,000	\$ 249	4.98%	\$ 5,000	\$ 5,000	\$ 5,000
2.194.20	Membership Meetings	\$ -	\$ 500	\$ -	0.00%	\$ 500	\$ 500	\$ 500
2.195.20	Membership Mileage	\$ -	\$ 300	\$ -	0.00%	\$ 300	\$ 300	\$ 300
2.232.20	Seminars and Educational	\$ 3,600	\$ 5,000	\$ -	0.00%	\$ 5,000	\$ 5,000	\$ 5,000
Total Executive Committee & Members:		\$ 22,627	\$ 22,800	\$ 1,297	5.69%	\$ 22,800	\$ 22,800	\$ 22,800
<i>Administration</i>								
2.220.00	Advertising	\$ -	\$ 200	\$ -	0.00%	\$ 200	\$ 200	\$ 200
2.231.00	Auditor	\$ 6,795	\$ 7,100	\$ 100	1.41%	\$ 7,100	\$ 7,100	\$ 7,100
2.230.00	Professional Services/Legal	\$ 394	\$ 500	\$ -	0.00%	\$ 500	\$ 500	\$ 500
2.118.00	Contracted Office - Lac Ste. Anne County	\$ 64,837	\$ 65,200	\$ 27,015	41.43%	\$ 65,200	\$ 65,200	\$ 65,200
2.511.00	Office Supplies/Copier Lease/Expenses	\$ 2,423	\$ 2,000	\$ 851	42.56%	\$ 2,000	\$ 2,000	\$ 2,000
2.271.00	Insurance & Registration	\$ 3,457	\$ 4,000	\$ 3,099	77.46%	\$ 4,000	\$ 4,000	\$ 4,000
2.232.00	Seminars/Educational	\$ 882	\$ 1,000	\$ 5	0.50%	\$ 1,000	\$ 1,000	\$ 1,000
2.191.00	Mileage	\$ 555	\$ 500	\$ -	0.00%	\$ 500	\$ 500	\$ 500
2.810.00	Bank Interest and Credit Card Charges	\$ 3,583	\$ 3,600	\$ 763	21.20%	\$ 3,600	\$ 3,600	\$ 3,600
2.820.00	Uncollectible Accounts	\$ -	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
2.700.30	Recycle Research and Expenses	\$ -	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
Total Administration:		\$ 82,927	\$ 84,100	\$ 31,833	37.85%	\$ 84,100	\$ 84,100	\$ 84,100
Total General Administration:		\$ 105,554	\$ 106,900	\$ 33,131	30.99%	\$ 106,900	\$ 106,900	\$ 106,900

May/2020 Disposal Invoices were not invoiced at the time of the Budget Report Generation

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Highway 43 East Waste Commission
2020 Budget
As of May 31, 2020 (42%)
2020 to 2023 Operating Budget

Categories		2019 Actual	2020 Budget	2020 Actual	% Used	2021 Budget	2022 Budget	2023 Budget
Main Site Operations								
Landfill Operating								
2.250.10	Site Contracted Services	\$ 16,395	\$ 10,000	\$ 1,081	10.81%	\$ 10,000	\$ 10,000	\$ 10,000
2.260.10	Repairs/Maintenance	\$ 14,265	\$ 40,000	\$ 2,192	5.48%	\$ 40,000	\$ 40,000	\$ 40,000
2.257.00	Leachate Removal	\$ 56,200	\$ 50,000	\$ 11,720	23.44%	\$ 50,000	\$ 50,000	\$ 50,000
2.410.10	Shredding Expense	\$ -	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
2.258.00	Paint Recycling	\$ 21,016	\$ 25,000	\$ 15,345	61.38%	\$ 25,000	\$ 25,000	\$ 25,000
2.510.10	Materials and Supplies	\$ 3,744	\$ 15,000	\$ 1,848	12.32%	\$ 15,000	\$ 15,000	\$ 15,000
2.500.10	Fuel	\$ 31,056	\$ 30,000	\$ 6,645	22.15%	\$ 30,000	\$ 30,000	\$ 30,000
2.251.10	Engineering	\$ 5,184	\$ 12,000	\$ 5,437	45.30%	\$ 12,000	\$ 12,000	\$ 12,000
2.116.10	Site Wages	\$ 161,708	\$ 163,000	\$ 71,085	43.61%	\$ 163,000	\$ 163,000	\$ 163,000
2.117.10	Site Benefits	\$ 25,172	\$ 27,000	\$ 11,247	41.66%	\$ 27,000	\$ 27,000	\$ 27,000
2.273.00	Workers Compensation	\$ 4,370	\$ 6,800	\$ 1,874	27.56%	\$ 6,800	\$ 6,800	\$ 6,800
2.540.10	Utilities/Telephone/Internet	\$ 10,693	\$ 9,500	\$ 4,127	43.44%	\$ 9,500	\$ 9,500	\$ 9,500
2.191.10	Mileage & Expenses	\$ -	\$ 200	\$ -	0.00%	\$ 200	\$ 200	\$ 200
2.232.10	Seminars & Educational	\$ 591	\$ 600	\$ 276	46.02%	\$ 600	\$ 600	\$ 600
2.272.00	Land Leases	\$ 800	\$ 850	\$ 400	47.06%	\$ 850	\$ 850	\$ 850
2.630.00	Depreciation on Capital Assets	\$ 58,542	\$ 130,000	\$ 5,000	3.85%	\$ 130,000	\$ 130,000	\$ 130,000
2.600.10	Environmental Monitoring & Consulting	\$ 42,914	\$ 15,000	\$ 9,190	61.27%	\$ 15,000	\$ 15,000	\$ 15,000
Total Landfill Operating:		\$ 452,650	\$ 534,950	\$ 147,468	27.57%	\$ 534,950	\$ 534,950	\$ 534,950
Capital								
	Capital Projects & Expenses	\$ -	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
(2018 Cat/2019 Skidsteer)	Capital Equipment/Building/Vehicle	\$ 73,848	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
	Capital Land	\$ -	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
	Engineering Capital	\$ -	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0
Total Capital:		\$ 73,848	\$ 0	\$ -	0.00%	\$ 0	\$ 0	\$ 0

May/2020 Disposal Invoices were not invoiced at the time of the Budget Report Generation

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**Highway 43 East Waste Commission
2020 Budget
As of May 31, 2020 (42%)
2020 to 2023 Operating Budget**

Revenue		2019 Actual	2020 Budget	2020 Actual	% Used	2021 Budget	2022 Budget	2023 Budget
1.551.00	Interest	\$ (59,712)	\$ (40,000)	\$ (15,822)	39.56%	\$ (40,000)	\$ (40,000)	\$ (40,000)
1.410.00	Disposal Fees	\$ (656,429)	\$ (600,000)	\$ (155,044)	25.84%	\$ (600,000)	\$ (600,000)	\$ (600,000)
1.410.10	Disposal Fees - Furniture with Springs	\$ (18,831)	\$ (17,000)	\$ (4,590)	27.00%	\$ (17,000)	\$ (17,000)	\$ (17,000)
1.410.20	Disposal Fees - Concrete	\$ (8,216)	\$ (5,600)	\$ (421)	7.51%	\$ (5,600)	\$ (5,600)	\$ (5,600)
1.510.00	Accounts Receivable Penalties	\$ (1,604)	\$ (2,000)	\$ (635)	31.74%	\$ (2,000)	\$ (2,000)	\$ (2,000)
1-553-00	Recycling	\$ (10,468)	\$ (10,000)	\$ (3,872)	38.72%	\$ (10,000)	\$ (10,000)	\$ (10,000)
1-560-00	Lease Revenue	\$ (2,300)	\$ (2,300)	\$ -	0.00%	\$ (2,300)	\$ (2,300)	\$ (2,300)
1.552.00	Other Revenue	\$ -	\$ (100)	\$ -	0.00%	\$ (100)	\$ (100)	\$ (100)
1.840.00	Grants (Scale)	\$ -	\$ (0)	\$ -	0.00%	\$ (0)	\$ (0)	\$ (0)
1.700.00	Sale of Equipment	\$ -	\$ (0)	\$ -	0.00%	\$ (0)	\$ (0)	\$ (0)
1.920.00	Transfer from Reserves - New Cat	\$ (73,848)	\$ (0)	\$ -	0.00%	\$ (0)	\$ (0)	\$ (0)
	Total Revenue:	\$ (831,408)	\$ (677,000)	\$ (180,385)	26.64%	\$ (677,000)	\$ (677,000)	\$ (677,000)
Future Requirements								
2.760.40	Transfer to Site Bldg. & Scale	\$ 5,000	\$ 5,000	\$ -	0.00%	\$ 5,000	\$ 5,000	\$ 5,000
2.763.00	Transfer to Equipment Reserve	\$ 50,000	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ 50,000	\$ 50,000
2.767.00	Transfer to Shredding Reserve	\$ 10,000	\$ 10,000	\$ -	0.00%	\$ 10,000	\$ 10,000	\$ 10,000
2.768.00	Transfer to Concrete Reserve	\$ 10,000	\$ 10,000	\$ -	0.00%	\$ 10,000	\$ 10,000	\$ 10,000
2.762.00	Transfer to Cell Development Reserve	\$ 29,000	\$ 29,000	\$ -	0.00%	\$ 29,000	\$ 29,000	\$ 29,000
2.793.30	Transfer to Cell Closure & Post Closure Reserve	\$ 40,000	\$ 40,000	\$ -	0.00%	\$ 40,000	\$ 40,000	\$ 40,000
	Transfers to Unrestricted Reserves	\$ 113,899	\$ 21,150	\$ -	0.00%	\$ 21,150	\$ 21,150	\$ 21,150
	Total Future Requirements:	\$ 257,899	\$ 165,150	\$ -	0.00%	\$ 165,150	\$ 165,150	\$ 165,150
Summary:	Total Expenditures All Categories:	\$ 889,950	\$ 807,000	\$ 180,598	22.38%	\$ 807,000	\$ 807,000	\$ 807,000
	Total Revenue All Categories:	\$ (831,408)	\$ (677,000)	\$ (180,385)	26.64%	\$ (677,000)	\$ (677,000)	\$ (677,000)
	Total (Surplus)/Deficit:	\$ 58,542	\$ 130,000	\$ 214	0.16%	\$ 130,000	\$ 130,000	\$ 130,000
	Less Depreciation on Capital Assets:	\$ 58,542	\$ 130,000	\$ 5,000	3.85%	\$ 130,000	\$ 130,000	\$ 130,000
	Net Cash Flow (Surplus) Deficit:	\$ -	\$ 0	\$ (4,786)	-11965375.02%	\$ 0	\$ 0	\$ 0

May/2020 Disposal Invoices were not invoiced at the time of the Budget Report Generation

(72)

**HIGHWAY 43 EAST WASTE COMMISSION
SANGUDO, ALBERTA
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

INDEPENDENT AUDITORS' REPORT

To the Members of the Highway 43 East Waste Commission

Opinion

We have audited the financial statements of the Highway 43 East Waste Commission (the "Commission"), which comprise the statement of financial position as at December 31, 2019, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Commission as at December 31, 2019, and the results of its operations and accumulated surplus and the changes in its net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Commission in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Commission's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Commission or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Commission's financial reporting process.

(continues)

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control.
- Evaluate the appropriateness of accounting policies and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Commission to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta

April 28, 2020


HIGHWAY 43 EAST WASTE COMMISSION

STATEMENT OF FINANCIAL POSITION


AS AT DECEMBER 31, 2019

	<u>2019</u>	<u>2018</u>
FINANCIAL ASSETS		
Cash	\$ 3,091,208	\$ 2,927,927
Accounts receivable	91,310	68,356
Goods and Services Tax receivable	<u>14,544</u>	<u>6,891</u>
	<u>3,197,062</u>	<u>3,003,174</u>
 LIABILITIES		
Accounts payable and accrued liabilities	43,008	35,587
Landfill closure and post-closure liability (Note 3)	<u>852,092</u>	<u>812,092</u>
	<u>895,100</u>	<u>847,679</u>
 NET FINANCIAL ASSETS	<u>2,301,962</u>	<u>2,155,495</u>
 NON-FINANCIAL ASSETS		
Tangible Capital Assets (Schedule 1)	678,811	663,505
Prepaid expenses	<u>276</u>	<u>2,693</u>
	<u>679,087</u>	<u>666,198</u>
 ACCUMULATED SURPLUS (Note 5)	<u>\$ 2,981,049</u>	<u>\$ 2,821,693</u>

ON BEHALF OF THE COMMISSION:



Chairman



Treasurer

HIGHWAY 43 EAST WASTE COMMISSION

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>2019</u> (Budget) (Note 10)	<u>2019</u> (Actual)	<u>2018</u> (Actual)
Revenue			
Disposal fees	\$ 619,500	\$ 683,475	\$ 679,536
Interest income	23,000	59,712	47,473
Recycling	20,000	10,468	14,964
Other	1,900	2,300	6,928
Penalties	<u>2,000</u>	<u>1,604</u>	<u>1,939</u>
	<u>666,400</u>	<u>757,559</u>	<u>750,840</u>
Expenses			
Landfill Operations			
Wages and benefits	176,915	191,250	168,989
Amortization	130,000	58,542	90,034
Leachate removal	45,000	56,200	24,770
Environmental monitoring	15,000	42,914	31,099
Cell closure costs	40,000	40,000	40,000
Contracted services	23,000	37,411	42,326
Materials and supplies	43,200	34,799	33,441
Repairs and maintenance	40,000	14,265	53,831
Telephone and utilities	8,000	10,693	9,841
Engineering services	15,000	5,184	11,637
Lease	1,000	800	840
Other	600	591	838
Loss (gain) on disposal of tangible capital assets	-	-	<u>42,650</u>
	<u>537,715</u>	<u>492,649</u>	<u>550,296</u>
General and Administrative			
County management services	65,200	64,837	63,959
Executive committee	23,300	23,182	23,060
Professional fees	7,100	7,190	7,192
Bank charges	3,600	3,583	3,002
Insurance and licenses	4,000	3,457	4,237
Office supplies	2,000	2,423	1,125
Memberships and conferences	1,000	882	-
Advertising	<u>200</u>	<u>-</u>	<u>264</u>
	<u>106,400</u>	<u>105,554</u>	<u>102,839</u>
Total Expenses	<u>644,115</u>	<u>598,203</u>	<u>653,135</u>
Excess of Revenue over Expenses	22,285	159,356	97,705
Accumulated Surplus, Beginning of Year	<u>2,821,693</u>	<u>2,821,693</u>	<u>2,723,988</u>
Accumulated Surplus, End of Year	<u>\$ 2,843,978</u>	<u>\$ 2,981,049</u>	<u>\$ 2,821,693</u>

See accompanying notes to financial statements.

HIGHWAY 43 EAST WASTE COMMISSION
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>2019</u>	<u>2018</u>
Excess of Revenue Over Expenses	\$ 159,356	\$ 97,705
Acquisition of tangible capital assets	(73,848)	(331,000)
Proceeds on disposal of tangible capital assets	-	55,000
Amortization of tangible capital assets	58,542	90,034
Loss (gain) on disposal of tangible capital assets	<u>-</u>	<u>42,650</u>
	144,050	(45,611)
Net (acquisition) use of prepaid expenses	<u>2,417</u>	<u>5</u>
Increase in Net Financial Assets	146,467	(45,606)
Net Financial Assets, Beginning of Year	<u>2,155,495</u>	<u>2,201,101</u>
Net Financial Assets, End of Year	<u>\$ 2,301,962</u>	<u>\$ 2,155,495</u>

See accompanying notes to financial statements.

HIGHWAY 43 EAST WASTE COMMISSION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>2019</u>	<u>2018</u>
Operating Activities		
Cash from operations		
Excess of revenue over expenditures	\$ 159,356	\$ 97,705
Amortization of tangible capital assets	58,542	90,034
Loss (gain) on disposal of tangible capital assets	-	42,650
Change in non-cash working capital balances related to operations:		
Accounts receivable	(22,954)	(14,204)
Goods and Services Tax receivable	(7,653)	3,642
Prepaid expenses	2,417	5
Accounts payable and accrued liabilities	7,421	7,358
Landfill closure and post-closure liability	<u>40,000</u>	<u>40,000</u>
	<u>237,129</u>	<u>267,190</u>
Capital Activities		
Proceeds on disposal of tangible capital assets	-	55,000
Acquisition of tangible capital assets	<u>(73,848)</u>	<u>(331,000)</u>
	<u>(73,848)</u>	<u>(276,000)</u>
Change in Cash During the Year	163,281	(8,810)
Cash, Beginning of Year	<u>2,927,927</u>	<u>2,936,737</u>
Cash, End of Year	<u>\$ 3,091,208</u>	<u>\$ 2,927,927</u>

See accompanying notes to financial statements.

HIGHWAY 43 EAST WASTE COMMISSION
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2019

SCHEDULE 1

	<u>Land</u>	<u>Land Improvements</u>	<u>Buildings</u>	<u>Machinery and Equipment</u>	<u>Vehicles</u>	<u>2019</u>	<u>2018</u>
COST:							
Balance, Beginning of Year	\$ 101,635	\$ 2,075,294	\$ 215,585	\$ 907,908	\$ 17,305	\$ 3,317,727	\$ 3,265,727
Acquisition of tangible capital assets	-	-	-	73,848	-	73,848	331,000
Disposal of tangible capital assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(279,000)</u>
Balance, End of Year	<u>101,635</u>	<u>2,075,294</u>	<u>215,585</u>	<u>981,756</u>	<u>17,305</u>	<u>3,391,575</u>	<u>3,317,727</u>
ACCUMULATED AMORTIZATION:							
Balance, Beginning of Year	-	2,027,930	102,750	511,428	12,114	2,654,222	2,745,538
Annual amortization	-	9,581	8,264	37,237	3,460	58,542	90,034
Accumulated amortization on disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(181,350)</u>
Balance, End of Year	<u>-</u>	<u>2,037,511</u>	<u>111,014</u>	<u>548,665</u>	<u>15,574</u>	<u>2,712,764</u>	<u>2,654,222</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>\$ 101,635</u>	<u>\$ 37,783</u>	<u>\$ 104,571</u>	<u>\$ 433,091</u>	<u>\$ 1,731</u>	<u>\$ 678,811</u>	<u>\$ 663,505</u>

See accompanying notes to financial statements.

HIGHWAY 43 EAST WASTE COMMISSION

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2019

1. NATURE OF THE ORGANIZATION

The Commission is a regional services commission which supplies solid waste management services. It was constituted under the *Regional Waste Management Services Act* in 1994 pursuant to Ministerial Order L:078/95 and by Alberta Regulation 32/94.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

These financial statements have been prepared in accordance with Canadian public sector accounting standards for local governments established by the Canadian Public Sector Accounting Board.

(b) Cash

Cash includes bank account and petty cash amounts that are readily converted into known amounts of cash and are subject to an insignificant change in value.

(c) Revenue Recognition

Disposal fees are recognized as revenue in the period in which the service is delivered or in which the transactions or events occurred that gave rise to the revenue.

Government transfers are recognized as revenues when the transfer is authorized, any eligibility criteria are met, and reasonable estimates of the amounts can be made. Government transfers are recognized as deferred revenue when amounts have been received but not all eligibility criteria have been met.

Investment income is recognized as revenue when earned.

(d) Tangible Capital Assets

Tangible capital assets are recorded at cost. Contributed tangible capital assets are recorded at fair value at the date of contribution. Amortization is provided on a straight-line basis over the estimated useful lives of the assets as follows:

Land improvements	10 - 25 years
Buildings	25 - 35 years
Machinery and Equipment	5 - 15 years
Vehicles	5 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Commission's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

(e) Landfill Closure and Post-Closure Liability

Pursuant to the *Alberta Environmental Protection Act*, the Commission is required to fund the closure of the landfill and provide for post-closure care of the facility. Closure and post-closure costs include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control and visual inspection. This requirement is being provided for over the estimated remaining life of the landfill site based on usage. The annual provision is reported as an operating expenditure, and the accumulated provision is reported as a liability on the statement of financial position.

HIGHWAY 43 EAST WASTE COMMISSION
NOTES TO FINANCIAL STATEMENTS (CONT'D)

DECEMBER 31, 2019

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(f) Measurement Uncertainty

The preparation of the financial statements in accordance with Canadian public sector accounting standards, requires management to make estimates regarding significant items such as allowances for uncollectible receivable, amounts relating to impairment assessments and amortization of tangible capital assets, and provisions for closure and post-closure costs that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

3. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, ongoing environmental monitoring, and site inspections and maintenance.

The estimated total liability is recognized over the estimated useful life of these cells based on engineering reports which have determined the estimated cost of closure and post-closure care.

The Commission has not designated assets for settling closure and post-closure liabilities.

	<u>2019</u>	<u>2018</u>
Balance, beginning of year	\$ 812,092	\$ 772,092
Additions	<u>40,000</u>	<u>40,000</u>
Balance, end of year	<u>\$ 852,092</u>	<u>\$ 812,092</u>

4. DEBT LIMITS

Section 3 of the Alberta Regulation No. 76/2000 requires that debt and debt limits for the Commission be disclosed as follows:

	<u>2019</u>	<u>2018</u>
Total debt limit	\$ 1,515,118	\$ 1,501,680
Total debt	<u>-</u>	<u>-</u>
Unused debt limit	<u>\$ 1,515,118</u>	<u>\$ 1,501,680</u>
Service on debt limit	\$ 265,146	\$ 262,794
Service on debt	<u>-</u>	<u>-</u>
Unused service on debt limit	<u>\$ 265,146</u>	<u>\$ 262,794</u>

The debt limit is calculated at 2 times revenue of the Commission (as defined in the Alberta Regulation 76/2000) and the debt service limit is calculated as 0.35 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify Commissions that could be at a financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Commission. Rather, the financial statements must be interpreted as a whole.

HIGHWAY 43 EAST WASTE COMMISSION
NOTES TO FINANCIAL STATEMENTS (CONT'D)

DECEMBER 31, 2019

5. ACCUMULATED SURPLUS

Accumulated surplus consists of unrestricted surplus, restricted surplus and equity in tangible capital assets as follows:

	<u>2019</u>	<u>2018</u>
Unrestricted surplus	\$ 1,119,329	\$ 1,005,431
Restricted surplus (Note 6)	1,182,909	1,152,757
Equity in tangible capital assets (Schedule 1)	<u>678,811</u>	<u>663,505</u>
	<u>\$ 2,981,049</u>	<u>\$ 2,821,693</u>

6. RESTRICTED SURPLUS

Reserves are established at the discretion of the Board of Directors to set aside funds for future operating and capital purposes. Transfers to and from reserves are reflected as adjustments to the respective fund. Changes in reserve balances during the year were as follows:

	<u>2018</u>	<u>Increases</u>	<u>Decreases</u>	<u>2019</u>
Cell development	\$ 574,000	\$ 29,000	\$ -	\$ 603,000
Equipment	258,910	50,000	73,848	235,062
Building/Scale	145,238	5,000	-	150,238
Shredding	104,778	10,000	-	114,778
Concrete crushing	<u>69,831</u>	<u>10,000</u>	<u>-</u>	<u>79,831</u>
	<u>\$ 1,152,757</u>	<u>\$ 104,000</u>	<u>\$ 73,848</u>	<u>\$ 1,182,909</u>

7. RELATED PARTY TRANSACTIONS

The municipalities that are members of the Commission are considered to be related parties.

At year end, accounts receivable includes a total of \$48,208 (2018 - \$42,487) receivable from the various member municipalities and accounts payable includes \$21,640 (2018 - \$17,706) payable to Lac Ste. Anne County.

Administrative expenditures include \$64,837 (2018 - \$63,959) paid to Lac Ste. Anne County for management and administrative services.

These transactions are in the normal course of operations and are measured at the exchange amounts as established and agreed to by the related parties.

HIGHWAY 43 EAST WASTE COMMISSION
NOTES TO FINANCIAL STATEMENTS (CONT'D)
DECEMBER 31, 2019

8. COMMITMENTS

The Commission has entered into a lease with Alberta Environmental Protection to lease certain lands for use as the main landfill site. The lease has an annual cost of \$800 and expires in 2021.

9. FINANCIAL INSTRUMENTS

The Commission's financial instruments consist of cash, accounts receivable and accounts payable and accrued liabilities. It is management's opinion that the Commission is not exposed to significant interest rate, liquidity, currency, credit, market or other price risk arising from these financial instruments. The carrying values of these financial instruments approximates their fair value.

10. BUDGET

The budget figures presented in these financial statements are based on the 2019 final budget adopted by the Board on December 17, 2018.

11. SUBSEQUENT EVENT

On March 11, 2020, the COVID-19 outbreak was declared a global pandemic by the World Health Organization and on March 17, 2020 the Province of Alberta declared a public health emergency. Many businesses and individuals in a variety of sectors may experience an economic loss due to COVID-19 which may have a financial impact on the Commission. An estimate of the potential financial impact cannot be made at this time.

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 17, 2020 8:38 AM
To: debbie@onoway.ca
Subject: FW: Parent's Empowering Parents
Attachments: Letter of Support Strathcona County FCS (1).pdf; PEPNews_fall2020_1 (1).pdf

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

TO: cao@onoway.ca

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From: information information <info@pepsociety.ca>
Sent: September 17, 2020 8:34 AM
To: Lerena Greig <executivedirector@pepsociety.ca>
Subject: Parent's Empowering Parents

Good Afternoon

We are following up with our previous email that we forwarded to you in early this year. As you may remember we are Parents Empowering Parents (PEP) Society. We are a registered not-for-profit organization which was founded over 16 years ago.

We provide professional facilitated support and innovative family recovery programs.

Our Family Recovery Group meetings are comprised of an educational component, support and navigation to other resources. Our U-Turn group is for youth/young adults at risk and is based on narrative therapy and includes peer support. In addition to our innovative programs, we have a family recovery support line day/evening/weekends which is professionally managed.

Part of our mission is to participate in advocacy for change in mental health and addiction.

We are still connecting via virtual meetings and regular updates posted on our website at www.pepsociety.ca.

I am attaching a copy of our current 2020 Newsletter for your information. Please feel free to share this.

We are also attaching a copy of the Letter of Support that we received from Strathcona County, this summer.

We are wondering if you consider including us in any of your resource publications or adding a link to our website. We appreciate any referrals you may consider. Together we ARE stronger!

If you have any further questions, please do not hesitate to contact the Executive Director, Lerena Greig.

If you would like a follow up call please hit reply and provide us with your contact information including a phone number you can be reached at.



July 13, 2020

To All FCSSAA Directors

RE: Parents Empowering Parents (PEP)

To Whom it May Concern,

I would like to introduce you to Parents Empowering Parents (PEP), a non-profit organization who provides education, programming and supports for individuals or families dealing with or concerned about substance abuse and addiction.

PEP recently applied for provincial funding and is seeking to expand their reach and offer virtual programming and supports to rural communities across Alberta, including various FCSS locations.

PEP has a long-standing partnership with Strathcona County Family and Community Services. They understand the importance of systems level thinking and working in new ways together to create community wide solutions. They co-developed the Strathcona County Community Drug Strategy with 15 other community partners and are founding members of the Strathcona County Social Framework, a guiding policy for social direction. They are a member of various internal and external committees and always bring a unique lens and fresh perspective as both a collaborative partner and an innovative community leader.

It is without hesitation that I recommend PEP and invite you to further explore how they can increase access to supports for families and individuals coping with addiction in your communities. For more information, please contact Lereña Greig, Executive Director, at (780) 410-8516 or executivedirector@pepsociety.ca.

Together, we can create communities that are safe, supported and connected.

Sincerely,

A handwritten signature in black ink, appearing to be "Bree Claude", written over a horizontal line.

Bree Claude
Director, Family and Community Services

Office: #200, 401 Festival Lane, Sherwood Park, Alberta T8A 4X3
Mail: 2001 Sherwood Drive, Sherwood Park, Alberta T8A 3W7

780-464-4044
www.strathcona.ca

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16 YEARS

PEPtalks

Summer 2020

Parents Empowering Parents

Providing education, innovative programming, support and hope for individuals or families dealing with or concerned about substance abuse/addiction.

A Journey, Not a Sprint — a parent's story

Our journey began when our son was 14 years old and we discovered he had started using weed near the end of grade 8. We were shocked and devastated — this could not be happening to our family as we had done all the “right” things to oppose and discourage drug use within our home. This was only the start of a journey that has continued for over nine years.

We attempted to guide and support him going forward as best we could. He was assigned to mobile counsellors who met him outside of school. He continued to participate in community sports. Ever watchful, we kept a close eye on him, during after-school activities and through his friendship connections. We started to see changes. Once a popular child, he began to pull away from friends and appeared to be looking from the outside in.

At the start of high school, we were called one evening by the police due to shoplifting. He was placed in a holding cell for a period as the officer wanted him to learn a lesson. Both of us parents drove to pick him up and he was released without charges because of his “good” family and no prior history of dealings with the law.

Through his high school years, drug and alcohol use escalated. We were only partially aware of what was really going on. We tried to be hyper-vigilant, keeping an eye out for what he was doing but finding it impossible to cope under these circumstances. We were stressed all the time, could not sleep, constantly worrying and wondering what our son was up to, whether he was safe. Where was he? When would he get home?

I took him to the Emergency Department because he threatened

suicide. More counselling sessions. He was suspended from school a couple of times for fighting and alcohol use, leading to worries that he might not graduate. He did graduate but needed to upgrade. He was accepted into college but was not attending regularly and ultimately failing some classes.

We established conditions under which he could continue living in our home. Any drug use would not be tolerated. We set deadlines. He was unable to meet these deadlines, so he was told to move out. We went back and forth with him being out of the house and being allowed back in. There were calls to the police, individual counselling sessions, family counselling sessions, family/peer support workers and calls to the crisis line.

We had joined a support group but after a few months stopped going. Our issues were not as severe as other peoples' issues, as at that point, weed and nicotine were the main problems we were dealing with. We were so naïve to the big picture since addicts become quite skilled at hiding their true selves.

We started to notice he was losing weight, not keeping himself groomed, and sleeping all day and up all night. He confessed he was using cocaine. We were in utter despair. How could this have happened, except it had been happening gradually over several years.

The stakes were getting higher. There were trips to detox (he was never admitted). The crisis line suggested he withdraw from college unless he sought help. We continued to think and hope we could “fix” him. He was arrested, homeless, fired from jobs and the story goes on...

We were going down the path so many other families have been down, but we just were not aware who they were. Finally, two years ago, we found PEP through the recommendation of the crisis line. My initial reaction, at my first meeting, was that we are not alone. Unfortunately, there are other families struggling like we are. There is strength and security in numbers. The attitudes, behaviours, and incidents we all observe and share often have surprising similarities.

Over the past two years, we have gained so much from our PEP family. As I have said many times, the PEP meetings are the only thing that has worked. The professional facilitators provide a weekly lesson so we can learn about dealing with substance use disorder/addiction. They provide support and guidance during the “go around.” The recovered drug dealers

continued on page 2

Family Recovery Group Meetings

SEE YOU “ZOOM” Due to the ongoing challenges with physically connecting, PEP is joining the “Zoomers” and having ‘virtual’ Family Recovery Group and U-turn (16-24) meetings.

www.pepsociety.ca. See pop up and home page for times and links for both groups and calendar for dates. Check PEP website for when face-to-face meetings will resume.



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A Journey...

continued from page 1

give us insight into a world we know little to nothing about. The seasoned parents give us hope and the new parents give us a chance to give back. The PEP support line allows us to reach out in times of need without retelling our story to yet another stranger.

We have learned that we did not cause it; we cannot control it; we cannot cure it. Because of PEP, our focus has changed from obsessing over our son to setting boundaries and looking after ourselves. We do not offer advice or try to solve his problems, but we continue to love him.

Currently, he is in supportive housing (after a brief time in rehab, a program he did not complete) and we hope he is taking the necessary steps to become a fully functioning member of society. We have done our best raising him, we do not blame ourselves. He reaches out and we see him on a regular basis. This is not the vision we had for our son, but we have hope. If not for PEP, we do not know where we would be today. We remind ourselves often that he is an adult now and responsible for himself.

PEP taught us to look after ourselves more and obsess far less about our addict child. They have provided us a community for that to take place. We are profoundly grateful for the services they provide to families in and around Edmonton. We are on a journey none of us chose to be on, a journey, not a sprint.

Watch our web-site for

New educational webinars

Free registration

Family Recovery stories

All to be uploaded on our web-site
www.pepsociety.ca

If you want to be added to our email list contact
info@pepsociety.ca

MEDD-X Alumni – Strength to Reach out

I started attending Parents Empowering Parents through MEDD-X as well as through being a participant through the Edmonton Drug Treatment Court Program.

When I attended my first PEP meeting and sat at the table with parents with children in addiction, I saw the fear and love in each parent's eyes.

It gave me a realization of how my addiction and actions impacted others. Before PEP I thought I was only hurting myself, but that is so untrue; it affected so many more – my own family, the community, other addicts and their own families.

Listening to how the PEP team provided positive feedback to the parents it really became clear to me that my experiences before and after my recovery can help others.

I once was ashamed and full of guilt for what I had done, but now I can use my experiences to help others. I believe in my heart that this program has really impacted me, and given me strength to reach out.

I will "reach out" to volunteer my time to PEP and other organizations, so I may continually help others. Thank you to the PEP team for their dedication and time, you really make a difference.

Sponsorship Spotlight

McCradyRourke
Advisory

BMO  Wealth Management
BMO Nesbitt Burns

Financial support from Financial Experts...

On behalf of our PEP families and their loved ones.. thank you!
Your support moves individuals and families towards recovery.

UPCOMING EVENT

Virtual Annual General Meeting

Tuesday, September 22, 6pm

ZOOM LINK <https://us02web.zoom.us/j/7804108516?pwd=cVBGZE1qQ29FUS9VWFmZC8yb290dz09>

Membership/ Board Elections

Are you passionate about making a difference in the families in your community?

Join a diversified team....
Together we ARE stronger.

For more information, contact Lerena Greig Executive Director 780.410.8516 or info@pepsociety.ca

You are NOT ALONE!

by Lerena Greig

Since Mid- March 2020, we have been staying connected – not physically but virtually.

This has been challenging to adapt to. We recognize that is not the best way to meet but we are created to be in relation with one another and it is unhealthy to stay isolated, to not connect with one another.

At our Family Recovery Group, we discuss isolation and the negative impact of that with the person in addiction and the family who needs support and knowledge to take steps to recover.

Now, we are being asked to “mask up” in public to help curtail the COVID-19 spread. This is based on some knowledge but it is a new virus that we don’t yet understand completely.

Masks can protect but they can also hinder another aspect of relationship. Have you tried talking with your mask on, it muffles and makes communication more difficult.

These are added stressors to the struggle with our loved one’s addiction and can take you back to an unhealthy place in your healing. You need to be intentional with your health and stay connected. Remember change is challenging and remember your past successes. You needed to learn to move into change and you can learn to adapt to this one also. There is strength in numbers and power in knowledge.

Please remember YOU ARE NOT ALONE!

Join us virtually and be supported, educated and empowered.

Visit www.pepsociety.ca for special announcements, updates and upcoming events.

Lerena Greig
Executive Director



FAMILY SUPPORT LINE

Did you know that PEP has a professionally managed support line available days, evenings, and weekends?

The number is 780.293.0737



Recently PEP and our stakeholders (parents and medd-X alumni) were invited to meet with Associate Minister of Mental Health and Addictions, Jason Luan



Our Executive Director, Lerena Greig was asked to participate in a press conference in regards to the new City of Red Deer Drug Court joined by Minister of Justice and Solicitor General Doug Schweitzer, Associate Minister of Mental Health and Addictions, Jason Luan, Mayor of Red Deer Tara Veer and Provincial Liaison for Drug Court Development Grace Froese and persons with lived experience

Thank You To Our Supporters

Working together to empower families in crisis towards health and wellness.



Felix and Pat Kuefler Fund
Roger & Reit Bland Family Fund



Also, thank you to our regular monthly donors.

YES

I Want to Help Rebuild Hope for Families

With a one-time gift

- \$25 \$50 \$100 \$250
 \$500 \$1000 Other: \$ _____

With a monthly gift

- \$25 \$50 \$100 \$250
 \$500 \$1000 Other: \$ _____

Yes, I would like to subscribe to your email notifications

Email _____

Name _____

Address _____

City _____ Prov. _____

Postal Code _____ Phone _____

Email _____

Gifts by: Cheque VISA Mastercard

Card Number _____

Expiry Date _____ Amount _____

Security Code _____

Signature _____

Charity Number 843200270R80001

Mail form to: Parents Empowering Parents, 2001 Sherwood Drive, Sherwood Park, AB T8A 3W7 or Fax 780-449-1220

PEP Programs

Family Recovery Group Meetings

PEP convenes weekly to provide support, education, strength, and hope to parents and families of youth, young adults, and/or adult children. Professionally facilitated discussion provides insight and direction for parents and families dealing with their child's substance abuse issues. No registration is required to attend these 'virtual' meetings.

WEEKLY Tuesdays 7pm to 9pm
BI-WEEKLY Thursdays 7pm to 9pm

SEE you "Zoom" Due to the ongoing challenges with physically connecting, PEP is joining the "Zoomers" and having 'virtual' Family Recovery Group and U-turn (16-24) meetings. www.pepsociety.ca. See pop up and home page for times and links for both groups and calendar for dates. Check PEP website for when face-to-face meetings will resume.

September 1, 3, 8, 15, 17, 22
(AGM 6 pm), 29

October 1, 6, 13, 15, 20, 27, 29

November 3, 10, 12, 17, 24, 26

Stay Connected - You are not alone!

Parent Mentorship Program

This program connects parents with parents. Mentors selected to listen, relate, share hope, share ideas, and provide additional support to parents new to PEP. Request for this service can be made with the meeting facilitator.

U-Turn for Youth/ Young Adults (15-24)

U-Turn supports youth & young adults involved in substance use to explore their situations through casual discussion and education in a no-pressure environment. Runs concurrently to the Sherwood Park PEP meetings. See website for schedule. Drop in Meeting. No registration required.

MEDD-X

The Motivational Education for Ex-Drug Dealers (MEDD-X) is a recognized program that provides convicted drug dealers an opportunity to gain an understanding of their impact on individuals, families, and the community, while supporting parents/families with insight into the drug/street world. Participants for this program must be referred and approved by staff via phone 780.410.8516 or email pepmedd@gmail.com

Rebuilding Hope Through Giving

PEP Society relies on individual donations, grants, corporate and community group support.

This equips us to support more families dealing with the effects of substance abuse and allows growth in the professionally facilitated programs that we offer.

There are many ways to provide hope:

1. Monthly giving visit www.pepsociety.ca and go to donations tab and click on Donate Now button (secure web-site through Canada Helps)
2. Donations via cheque or newsletter - can also be mailed directly to 2001 Sherwood Drive, Sherwood Park, AB T8A 3W7
3. Year-end donation for tax reasons.
4. Directed by your request through the United Way (Alberta Capital Region)
5. Corporate Sponsorship
6. Third Party Fundraisers
7. Legacy Gifts

Thank you for supporting your community and rebuilding hope for families. PEP Society is a registered charity

Visit www.pepsociety.ca for upcoming events and collaborations with community partners



**PARENTS
EMPOWERING
PARENTS**

www.pepsociety.ca
info@pepsociety.ca

support line: 780-293-0737
 tel: 780-410-8516
 fax: 780-449-1220

2001 Sherwood Drive
 Sherwood Park,
 AB T8A 3W7

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 17, 2020 3:24 PM
To: debbie@onoway.ca
Subject: FW: FortisAlberta Proposed 2021 Rate Filing - Proceeding 25843
Attachments: 2021 FortisAlberta Proposed Rates.pdf

Deb – info for next meeting

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: penny@onoway.ca <penny@onoway.ca>
Sent: September 17, 2020 2:42 PM
To: cao@onoway.ca
Subject: FW: FortisAlberta Proposed 2021 Rate Filing - Proceeding 25843

Penny Frizzell

penny@onoway.ca
Municipal Clerk & Records Management
Town of Onoway
Box 540
Onoway AB
T0E 1V0
780-967-5338

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(91)

From: LHeureux, Dora <dora.lheureux@fortisalberta.com>
Sent: September 17, 2020 2:14 PM
Cc: Smith, Nicole <nicole.smith@fortisalberta.com>
Subject: FortisAlberta Proposed 2021 Rate Filing - Proceeding 25843

Good afternoon,

Nicky is away until Oct 3rd so I am sending this letter to you on her behalf. If you have any questions before she returns please don't hesitate to contact me.

The attached letter is to inform you about next year's rates, which are pending approval by the Alberta Utilities Commission (AUC). If approved by the AUC, these rates will take effect January 1, 2021.

As stated previously if you have any questions before Nicky returns please don't hesitate to contact me.

Thank you.
Dora

Dora L'Heureux | Stakeholder Relations Manager

FortisAlberta Inc. | 360 Carleton Dr. St.Albert, AB T8N 7L3 | Fax 1-866-352-5962 | Cell: 780-288-1588

**FORTIS
ALBERTA**



For more information please visit fortisalberta.com



Sept. 17, 2020

RE: Proposed FortisAlberta 2021 Distribution Rates

As your electrical distribution provider, FortisAlberta appreciates serving you as a customer and we look forward to continuing our partnership. Within this letter, we will share our 2021 Proposed Distribution Rates, currently filed with the Alberta Utilities Commission (AUC). While these are not yet approved, we recognize that the information contained here may be helpful for Municipal, Industrial and Commercial customers for budget planning purposes. Under Performance Based Regulation (PBR), distribution rate setting follows a formulaic approach set by the AUC, which allows for inflationary increases or decreases in recovery of costs plus recovery of amounts associated with investment in the distribution system. These investments ensure continued safe and reliable provision of distribution services. In addition, all transmission increases, or decreases are flowed through by the Alberta Electric System Operator (AESO) to be collected through the Delivery Charges section of the customer bill. Both distribution (FortisAlberta) and transmission (transmission provider) costs will see an increase in 2021.

Pending approval of our submission on Sept.10, 2020, from the AUC under proceeding 25843, following is a summary of the proposed 2021 rate changes, which would become effective Jan. 1, 2021:

1. FortisAlberta has submitted proposed changes to our base Distribution Rates and the Transmission Rates.
2. FortisAlberta has proposed adjustments to the AUC for the Maximum Investment Levels.

Note: 2021 rates may also be impacted by other applications and fees outside of FortisAlberta's control, including transmission rider rates, the Balancing Pool Allocation Rider, the Base Transmission Adjustment Rider and the Quarterly Transmission Adjustment Rider for Q1, and Municipal Franchise Fee Riders.

The attached Rate chart(s) illustrate the estimated percentage and monetary changes for each rate class based on estimated consumption and demands between your December 2020 and January 2021 bundled bill from your retailer.

We thank you for the opportunity to advise you of these pending updates. We'll be sending additional communications once our 2021 Rates are approved. In the meantime, please feel free to contact your Stakeholder Relations Manager should you have any questions or require further information.

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FortisAlberta
2021 Proposed Rates
Average Monthly Bill Impacts by Rate Class
Including Energy, Retail, and DT Rates & Riders

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2020 Bill	Jan 2021 Bill	\$ Difference	% Change
		300 kWh		\$75.40	\$79.35	\$3.95	5.3%
11	Residential	640 kWh		\$123.68	\$130.58	\$6.90	5.6%
		1200 kWh		\$203.24	\$214.89	\$11.65	5.7%
		900 kWh	5 kVA	\$193.79	\$206.69	\$12.90	6.7%
21	Farm	1,400 kWh	10 kVA	\$321.64	\$342.86	\$21.22	6.6%
		7,500 kWh	25 kVA	\$1,237.47	\$1,327.64	\$90.17	7.3%
		6,000 kWh	20 kW	\$1,587.94	\$1,735.80	\$147.86	9.3%
26	Irrigation (seasonal bill)	14,518 kWh	33 kW	\$3,234.64	\$3,558.11	\$323.47	10.0%
		45,000 kWh	100 kW	\$9,886.93	\$10,884.46	\$997.53	10.1%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$3,029.68	\$3,188.54	\$158.86	5.2%
33	Streetlighting (Non-Investment)	7,900 kWh	12,000W	\$1,669.39	\$1,757.47	\$88.08	5.3%
38	Yard Lighting	5,000 kWh	12,000 W	\$1,979.14	\$2,081.27	\$102.13	5.2%
<i>Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.</i>							
		1,083 kWh	5 kW	\$212.43	\$226.68	\$14.25	6.7%
41	Small General Service	2,165 kWh	10 kW	\$400.44	\$428.02	\$27.58	6.9%
		10,825 kWh	50 kW	\$1,904.50	\$2,038.78	\$134.28	7.1%
		2,590 kWh	7.5 kW	\$467.36	\$495.80	\$28.44	6.1%
44/45	Oil and Gas Service	5,179 kWh	15 kW	\$899.09	\$954.75	\$55.66	6.2%
		25,895 kWh	75 kW	\$4,284.27	\$4,554.26	\$269.99	6.3%
		32,137 kWh	100 kW	\$3,828.11	\$4,006.17	\$178.06	4.7%
61	General Service	63,071 kWh	196 kW	\$7,143.33	\$7,479.08	\$335.75	4.7%
		482,055 kWh	1500 kW	\$52,151.08	\$54,568.60	\$2,417.52	4.6%
		824,585 kWh	2500 kW	\$87,931.39	\$91,200.02	\$3,268.63	3.7%
63	Large General Service	1,529,869 kWh	4638 kW	\$148,716.35	\$154,338.01	\$5,621.66	3.8%
		3,298,338 kWh	10,000 kW	\$311,502.17	\$323,025.12	\$11,522.95	3.7%
65	Transmission Connected Service	<i>The Distribution component will increase from \$39.17/day to \$41.11/per day. The Transmission Component is the applicable rate of the AESO.</i>					

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CUSTOMER CONTRIBUTIONS SCHEDULES

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

Type of Service	Proposed 2021 Maximum Investment Level
Rate 11 Residential	\$2,638 per service
Rate 11 Residential Development	\$2,638 per service, less FortisAlberta's costs of metering and final connection
Rate 21 FortisAlberta Farm and Rate 23 Grain Drying	\$5,984 base investment, plus \$857 per kVA of Peak Demand
Rate 26 Irrigation	\$5,984 base investment, plus \$952 per kW of Peak Demand
Rate 38 Yard Lighting	\$851 per fixture
Rate 31 Street Lighting (Investment Option)	\$3,080 per fixture
Rate 41 Small General Service	\$5,984 base investment, plus \$952 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$5,984 base investment, plus \$952 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$5,984 base investment, plus \$952 per kW for the first 150 kW, plus \$120 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$108 per kW of Peak Demand, plus \$119 per metre of Customer Extension

Notes: Maximum investment levels are reduced if the expected Investment Term is less than 15 years.

*Proposed 2021 Maximum Investment Levels as filed with AUC on Sep. 10, 2020

**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
July 22, 2020
Pleasant View Lodge, Mayerthorpe, AB
1:00 p.m.**

1. Call to Order- 1:02 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 Ann Morrison moves:

**Motion #20-033: To approve the Agenda as amended
5d. Spruce View Lodge Mold Abatement
8c. Community Housing Sales.**

Carried

3. Minutes

Board Member Ray Hilts moves:

Motion #20-034: The Board approves the June 17, 2020 Board Meeting minutes as presented.

Carried

4. Financial Reports

Board Member Daryl Weber moves:

Motion #20-035: The Board approves the Quarterly Financial Reports at June 30, 2020 as presented.

Carried

5. New/Other Business

Board Member Sandy Morton moves:

Motion #20-036: The Board accepts the Group Benefit Renewal report as presented with a 6.4% increase effective July 1, 2020.

Carried

Board Member Daryl Weber moves:

Motion #20-037: The Board accepts the information provided as presented and will review the final recommendations at the August 26, 2020 Board Meeting prior to submission to the review panel.

Carried

Board Member Bernie Poulin moves:

Motion #20-038: The Board approves to submit a grant application to the Sustainable Affordable Housing – Green Municipal Fund for the purpose of obtaining funds to assist with a regional study of housing needs in our communities.

Carried

Board Member Pat St. Hilaire moves:

Motion #20-039: The Board approves to proceed with the mold abatement as presented at the Spruce View Lodge in Whitecourt as the quote submitted by Nuflor.

Carried

6. Policy Review

7. Information Items

Board Member Bernie Poulin moves:

Motion #20-040: The Board accepts agenda items 7a to 7c for the July 22, 2020 meeting as information.

Carried

8. In Camera

Board Member Ray Hilts moves:

Motion #20-041: The Board moves to go in camera at 2:22 p.m.

Carried

Board Member Bernie Poulin moves:

Motion #20-042: The Board moves to come out of camera at 3:10 p.m.

Carried

Board Member Bernie Poulin moves:

Motion #20-043: The Board approves the letter to the Minister of Seniors and Housing as amended and directs Chief Administrative Officer to send as appropriate.

Carried

Board Member Ray Hilts moves:

Motion #20-044: The Board accepts the recommendations regarding the Community Housing sale offer as presented.

Carried

9. Date, Place & Time of Next Meeting

All Board Members moves:

Motion #20-045: The Board moves that the next board meeting will be held on August 26, 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 3:12 p.m.

Chairperson

Date

Chief Administrator Officer

Date



Development Services
for
Town of Onoway

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

August 20, 2020

File: 20DP06-24

**Re: Development Permit Application No. 20DP06-24
Plan 5726 CL, Block 7 : 5139 – 49th Avenue (the "Lands")
R2 – Residential – Medium Density District : Town of Onoway**

APPROVAL OF DEVELOPMENT PERMIT

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

DEMOLITION OF AN EXISTING FOURPLEX

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

- 1- All municipal taxes must be paid.
- 2- That the applicant display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 3- **That the property be leveled and landscaped in such a manner as to prevent surface drainage onto adjacent properties or the pooling of water on the subject lands.**
- 4- **All refuse and demolition debris shall be hauled from the site by February 28, 2021 and disposed of in an appropriate manner.**
- 5- The applicants provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.
- 6- The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development. Copies of all permits shall be submitted to the Town of Onoway for review.
- 7- The applicants shall be financially responsible during demolition for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
- 8- The applicants shall be responsible for any and all costs associated with repair of damage to municipal infrastructure as a result of the demolition of the buildings.




Development Services
for
Town of Onoway

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

- 9- The applicant shall be responsible for contact to all utility companies that may be impacted by the demolition of the building for the relocation of power lines, telephone lines, and other utilities. **Please contact the Public Works Department for the Town of Onoway at (780) 967-5338 for information on the correct procedure to cap the water and sewer lines.**
- 10- The applicants shall prevent excess soil or debris from being spilled on public streets and lanes, and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
- 11- That all improvements shall be completed by February 28, 2021.**

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

Date of Decision	<u>August 20, 2020</u>
Date of Issue of Development Permit	<u>August 20, 2020</u>
Effective Date of Permit	<u>September 18, 2020</u>
Signature of Development Officer	

Tony Sonleitner, Development Officer for the Town of Onoway

- cc Wendy Wildman, CAO, Town of Onoway
- cc Grant Clark – Assessor
- cc Inspections Group Inc.

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



Development Services
for
Town of Onoway

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

NOTE:

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

IMPORTANT NOTES

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



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

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

Phone: (780) 454-5048
Fax: (780) 454-5222
Toll-Free: (866) 554-5048
Toll-Free Fax: (866) 454-5222
Email: questions@inspectionsgroup.com

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

Other contacts:

ALBERTA HEALTH
Jennifer Fearnough, BSc, BEH(AD), CPHI(C)
Public Health Inspector/Executive Officer
Environmental Public Health, Onoway
Phone: 780-967-6221
Fax: 780-967-2060
Jennifer.Fearnough@albertahealthservices.ca>

AGLC
St. Albert - Head Office
50 Corriveau Avenue
St. Albert, AB T8N 3T5
Phone: 780-447-8600
Toll Free: 1-800-272-8876
Fax: 780-447-8989

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Public Notice

DEVELOPMENT APPLICATION NUMBER: 20DP06-24
APPROVAL OF DEVELOPMENT PERMIT

An application for a development permit for this property, Plan 5726 CL, Block 7 : 5139 – 49th Avenue, with regard to the following:

DEMOLITION OF AN EXISTING FOURPLEX

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


Any person who objects to the proposed use of the parcel may deliver to the Clerk of the Subdivision and Development Appeal Board, a written statement of his objection to such use indicating the following:

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

The statement must be received by the Clerk of the Subdivision and Development Appeal Board by **no later than September 10, 2020.**

Statements of concern with regard to this development permit should be addressed to:
Clerk of the Subdivision and Development
Town of Onoway
Box 540, Onoway, Alberta T0E 1V0

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

Date Application Deemed Complete	August 20, 2020
Date of Decision	August 20, 2020
Effective Date of Permit	September 18, 2020
Signature of Development Officer	

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

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

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

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

THIS IS NOT A BUILDING PERMIT

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