

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

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- as is, or with additions or deletions

3. ADOPTION OF MINUTES - October 15, 2020 Organizational Meeting
Pg 1-9
Pg 10-13. - October 15, 2020 Regular Council Meeting

4. APPOINTMENTS/PUBLIC HEARINGS

Pg 14-34 10:00 a.m. - Kayla Comaniuk – Fire Services invoices for incidents on Feb 2, 2020 and July 1, 2020

Pg 35-54 10:30 a.m. - Onoway Facility Enhancement Association – Corinne Feth, Marilyn Buechner, Joan Grierson and Donna Baldwin (2 attending in person, 2 attending by phone)

Discussion of:

- the Boards' current and long-term vision for the hall (3 to 5 years)
- a list of improvements/renovations the Board feels are required (in some sort of a priority listing, or proposed year to be completed)
- report on utilization of the hall (2019 and 2020 to date)
- current agreement (and proposed revisions to be considered with a new agreement)
- current listing of all board members
- most recent financial report (this should include the breakdown of income and expenses)

5. FINANCIAL REPORTS – n/a

6. POLICIES & BYLAWS

Pg 55-58

Policy A-PW-RATE-1 – Rates for Use of Town Workers and Equipment – please refer to the attached policy and the existing policy, which Council discussed at their October 1, 2020 meeting. The policy has been amended to: add the billable management rate of \$100.00 per hour at regular time; increase the hourly rate for a grader 160M to \$250.00 per hour from \$160.00 per hour; increase the hourly rate for the steamer unit on truck to \$125.00/hour from \$115.00/hour and clarifying that the hourly rate includes one operator and adding a charge for additional operators at \$70.00/hour; increasing the rate for rental of a line painter to \$90.00 per hour from \$70.00 per hour; increasing the cost for rental of the skid steer to \$114.00/hour from \$110.00/hour; reducing the hourly cost to rent a ½ ton truck from \$125.00/hour to \$99.00/hour and adding a mileage charge of \$0.59/kilometer; increasing the rental cost for the loader to \$134.00/hour from \$125.00/hour; decreasing the rental cost for the tandem axle dump truck to \$120.00/hour from \$123.00/hour; adding the rental rate for the bucket truck at \$135.00/hour, including operator. The policy also states that “rates are set in line with the rates set out in the Alberta Road Builders and Heavy Construction Association Rate Guide. *(approve policy as amended, or some other direction as given by Council at meeting time)*

7. ACTION ITEMS

- Pg 59-67*
- a) Covid-19 Discussion – Alberta Health Services has placed Lac Ste. Anne County on the Provincial Watch List (32 active cases per 16,534 population). Watch status means the province is monitoring the risk and discussing with local government(s) and other community leaders the possible need for additional health measures and that there are at least 10 active cases. On October 29 a Telematik message was sent out to residents stating: “*Town of Onoway October 29, 2020 – Alberta Health Services has placed Lac Ste. Anne County under Provincial watch status with respect to the COVID-19 pandemic. In light of this, the Town of Onoway is strongly encouraging everyone to follow AHS public health measures related to public gatherings, cohorts, social distancing and wearing masks. For more info. visit www.alberta.ca/coronavirus”*. The Town of Onoway Library has implemented mandatory masking in the Library. Mayerthorpe has passed first reading for a mandatory face covering bylaw and the next readings are not yet scheduled. Council may bring the bylaw back if there are outbreaks in the school(s) and the general community. The Village of Alberta Beach does not have a face covering bylaw. Morinville requires masking in their Leisure Centre effective October 23, 2020. The Chief Medical Officer of Health Record of Decision, dated October 26, 2020 is attached along with a news release from the Alberta Government with their voluntary measures for communities surrounding Edmonton. *(for discussion and direction of Council at meeting time)*

Pg 68-73
b) Metrix Group Audit Engagement letter – please refer to the October 22, 2020 letter from Philip Dirks, Metrix, including their audit engagement letter for the year ending December 31, 2020. *(approve audit engagement letter and authorize execution)*

c) Bretzlaff Park – in order to provide notice to the farmer regarding the status of Bretzlaff Park, Administration would like to have a discussion with Council on the plan for this park. At the March 19, 2020 Council meeting, Council directed Administration to bring the matter of development of Bretzlaff Park to Council for review in 2021, and that Public Works advise the farmer of permission from the Town to work this land in 2020. Additionally, in 2019, the Town was not successful in their application for Alberta Blue Cross Healthy Community Grant funding. *(for discussion and direction of Council at meeting time)*

Pg 74-75
d) Christmas Office Closure – as in the past, we are requesting Council consideration to close the office and public works (if there is no emergency) during the Christmas Season. Christmas Day and New Year's Day both fall on Fridays, and Boxing Day is a Saturday (recognize on December 24), so what we are asking for is 4 extra days (December 28, 29, 30, 31) with those days taken from employees banked or vacation time. The office would be closed from the end of the day on December 23 and reopening on Monday, January 4. *(for approval as presented or some other direction of Council at meeting time)*

Pg 76-78
e) Concrete Barriers Request from St. Rose of Lima Catholic Church – please refer to the attached October 12, 2020 request from Father Rybak for the Town to put a few concrete barriers in the church parking lot to deter RV's from using their parking lot to stop or turn around when they are in Onoway to use the RV dump station as it is causing their maintenance costs to increase. Jason has met on-site with Father Rybak and will update Council at meeting time. A map of the area is also included. *(for discussion and direction of Council at meeting time)*

Pg 79
f) Onoway and District Historical Guild – The Guild will be holding their silent auction, beginning on November 15. Our representative on the Guild (Councillor St. Hilaire) has requested the Town donate an item or two to this cause. *(for discussion and direction of Council at meeting time)*

Pg 80-81
g) Assessment Model Review Webinar held October 28, 2020 – please refer to the October 22, 2020 email from Ethan Bayne, Alberta Municipal Affairs advising of the 1-2 pm webinar. *(for approval and ratification of attendance)*

Pg 82-84
h) Reynolds, Mirth Employment Law Seminar – please refer to the October 29, 2020 email advising of an employment law seminar being held on November 19 and 20, 2020 *(for approval of attendance or to accept for information)*

Pg 85-88
i) Brownlee LLP – Emerging Trends in Municipal Law – please refer to the October 8, 2020 email from Brownlee Law advising of their Virtual Conference being offered on February 11 or February 18, 2021 (1 day only) *(for approval of attendance or to accept for information)*

Pg 89-96
j) Outstanding Fire Invoice – please refer to the attached fire invoice dated May 11, 2020 for a fire that occurred at 5403 Lac Ste. Anne Trail South on April 27, 2020 in the amount of \$2,927.24. Administration is seeking Council approval to transfer the outstanding invoice to the property owners' tax account. *(for approval to transfer the outstanding invoice to the property owners' tax account of some other direction as given by Council at meeting time)*

k)

l)

m)

8. COUNCIL, COMMITTEE & STAFF REPORTS

a) Mayor's Report

b) Deputy Mayor's Report

c) Councillor's Reports (x 3)

d) CAO Report

- emergency management training dates November 24/25

Pg 97-98 - Infrastructure Funding Letter from Alberta Municipal Affairs Minister, Honourable Tracy Allard

- AHS Covid testing lease in Onoway

- ipads/chrome books

Pg 99 - Darwell Phase A Wastewater Lagoon Project

e) Public Works Report

9. INFORMATION ITEMS

Pg 100-108 a) Alberta Municipal Affairs – Municipal Indicators – (undated) letter attached to an October 19, 2020 letter from Gary Sandberg, Assistant Deputy Minister

Pg 109-110 b) Alberta Urban Municipalities Association (AUMA) – October 20, 2020 email advising of a staff member hired as the Director of Client Development, Not-for-Profit

c)

d)

e)

10. CLOSED SESSION – n/a

11. ADJOURNMENT

12. UPCOMING EVENTS:

- 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.
- January 7, 2021 – Regular Council Meeting 9:30 a.m.
- January 21, 2021 – Regular Council Meeting 9:30 a.m.

TOWN OF ONOWAY
ORGANIZATIONAL MEETING MINUTES
THURSDAY, OCTOBER 15, 2020
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

	PRESENT	<p>Councillor: Lisa Johnson Councillor: Lynne Tonita Councillor: Judy Tracy Councillor: Pat St. Hilaire</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Jason Madge, Assistant Chief Administrative Officer and Public Works Manager Debbie Giroux, Recording Secretary</p>
	ABSENT	Councillor: Jeff Mickle
1.	CALL TO ORDER	Chief Administrative Officer Wendy Wildman called the meeting to order at 9:30 a.m.
2.	AGENDA Motion #302/20	<p>MOVED by Councillor Judy Tracy that Council adopt the agenda of the Organizational Meeting of Thursday, October 15, 2020, as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	METHOD OF VOTING Motion #303/20	<p>MOVED by Councillor Pat St. Hilaire that all voting during the Organizational Meeting be done by secret ballot, and in the case of a tie vote, the lowest vote count will be eliminated from the next round of voting and all ballots be destroyed after the count is completed.</p> <p style="text-align: right;">CARRIED</p>
4.	NOMINATIONS FOR MAYOR Motion #304/20	<p>Chief Administrative Officer Wendy Wildman called for nominations for the position of Mayor.</p> <p>Councillor Lynne Tonita nominated Councillor Judy Tracy for the position of Mayor.</p> <p>Councillor Judy Tracy accepted the nomination.</p> <p>Chief Administrative Officer Wendy Wildman called for nominations for the position of Mayor for the second time.</p> <p>Chief Administrative Officer Wendy Wildman called for nominations for the position of Mayor for the third and final time.</p> <p>MOVED by Councillor Lynne Tonita that nominations for Mayor cease.</p> <p style="text-align: right;">CARRIED</p>

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		<p>Chief Administrative Officer Wendy Wildman declared Councillor Judy Tracy elected as Mayor for the Town of Onoway.</p> <p>Chief Administrative Officer Wendy Wildman administered the Oath of Office for the position of Mayor, and swore in Mayor Judy Tracy.</p> <p>Mayor Judy Tracy assumed the Chair.</p>
5.	<p>NOMINATIONS FOR DEPUTY MAYOR</p> <p>Motion #305/20</p>	<p>Mayor Judy Tracy called for nominations for the position of Deputy Mayor.</p> <p>Councillor Pat St. Hilaire nominated Councillor Lynne Tonita for the position of Deputy Mayor.</p> <p>Councillor Lynne Tonita accepted the nomination.</p> <p>Councillor Lynne Tonita nominated Councillor Lisa Johnson for the position of Deputy Mayor.</p> <p>Councillor Lisa Johnson declined the nomination.</p> <p>Mayor Judy Tracy called for nominations for the position of Deputy Mayor for the second time.</p> <p>Mayor Judy Tracy called for nominations for the position of Deputy Mayor for the third and final time.</p> <p>MOVED by Councillor Pat St. Hilaire that nominations for Deputy Mayor cease.</p> <p style="text-align: right;">CARRIED</p> <p>Mayor Judy Tracy declared Councillor Lynne Tonita elected as Deputy Mayor for the Town of Onoway. Chief Administrative Officer Wendy Wildman administered the Oath of Office for the position of Deputy Mayor, and swore in Deputy Mayor Lynne Tonita.</p>
6.	<p>COUNCILLOR COMMITTEE APPOINTMENTS</p> <p>Motion #306/20</p>	<p>Appointments to Quasi-Judicial Boards</p> <p>MOVED by Councillor Pat St. Hilaire that the appointments to the Quasi-Judicial Boards be as follows:</p> <p>Assessment Review Board - As per the contract with Lac Ste. Anne County, the Town of Onoway appoints Reanne Kronewitt-Springer, Wayne Borle and Gina Fowler as Board members; and Stacey Wagner and Trinity Hindes as Designated Officers (Clerks).</p>

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DRAFT	<p>Motion #307/20</p>	<p>Subdivision and Development Appeal Board (SDAB) - As per the agreement with Milestone Municipal Services, the Town of Onoway appoints Denis Meier, Rainbow Williams, Don Dobing and John Roznicki as Board members; and Emily House and Cathy McCartney as Designated Officers (Clerks).</p> <p style="text-align: right;">CARRIED</p> <p>Appointments to Statutory Committees</p> <p>MOVED by Deputy Mayor Lynne Tonita that Council approve the appointments to the Statutory Committees as follows:</p> <ul style="list-style-type: none"> - Municipal Planning Commission (Council as a Whole) - Subdivision Authority (Council as a Whole) <p style="text-align: right;">CARRIED</p> <p>Appointments to Regional Service Commissions</p>
	<p>Motion #308/20</p>	<p>MOVED by Councillor Lisa Johnson that Council approve the appointments to the Regional Service Commissions as follows:</p> <ul style="list-style-type: none"> - Capital Regional Assessment Services Commission (Councillor Pat St. Hilaire as representative and Deputy Mayor Lynne Tonita as alternate) - Highway 43 East Waste Commission (Councillor St. Hilaire as representative and Councillor Jeff Mickle as alternate) - West Inter Lake District (WILD) Regional Water Services Commission (Mayor Judy Tracy as representative and Councillor Pat St. Hilaire as alternate) <p style="text-align: right;">CARRIED</p> <p>Appointments to Regional Boards</p>
	<p>Motion #309/20</p>	<p>MOVED by Councillor Pat St. Hilaire that Council approve the appointments to the Regional Boards as follows:</p> <ul style="list-style-type: none"> - East End Bus Society (Councillor Lisa Johnson as representative and Deputy Mayor Lynne Tonita as alternate) - Yellowhead East Community Futures (Mayor Judy Tracy as representative and Deputy Mayor Lynne Tonita as alternate)

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- **Lac Ste. Anne Foundation** (Councillor Pat St. Hilaire as representative)
- **Yellowhead Regional Library Board** (Councillor Pat St. Hilaire as representative)
- **Economic Development Committee/Partnership Committee** (Councillor Lisa Johnson and Deputy Mayor Lynne Tonita as representatives and Mayor Judy Tracy as alternate)
- **Community Policing Advisory Committee (CPAC)** (Councillor Lisa Johnson as representative and Mayor Judy Tracy as alternate)
- **Onoway Regional Medical Clinic / Physician Recruitment Retention Committee** (Mayor Judy Tracy as representative and Councillor Pat St. Hilaire as alternate)
- **North Saskatchewan Watershed Alliance** (Deputy Mayor Lynne Tonita as representative; Jason Madge to the Technical Committee)
- **Regional Emergency Services Committee/Fire Services** (Mayor Judy Tracy as representative and Councillor Pat St. Hilaire as alternate; Chief Administrative Officer or designate to attend)
- **Emergency Management/ Disaster Services Committee** (Mayor Judy Tracy and Deputy Mayor Lynne Tonita as representatives)
- **Revenue and Cost Sharing Study Committee** (Mayor Judy Tracy as representative and Deputy Mayor Lynne Tonita as alternate; Chief Administrative Officer or designate to attend)

CARRIED

Appointments to Local Boards

Motion #310/20

MOVED by Councillor Lisa Johnson that Council approve the appointments to Local Boards as follows:

- **Onoway Public Library Board** (Deputy Mayor Lynne Tonita and Councillor Pat St. Hilaire as representatives)
- **Region 1 Recreation and FCSS Board** (Councillor Jeff Mickle as representative and Deputy Mayor Lynne Tonita as alternate)
- **Onoway and District Chamber of Commerce** (Mayor Judy Tracy as representative and Councillor Lisa Johnson as alternate)

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		<ul style="list-style-type: none"> - Onoway Beautification Committee (Councillor Pat St. Hilaire as representative and Councillor Lisa Johnson as alternate) - Onoway and District Agricultural Society (ODAS) - (Arena) (Councillor Lisa Johnson as representative and Councillor Pat St. Hilaire as alternate) - Onoway Facility Enhancement Association (OFEA) – Community Hall (Councillor Lisa Johnson as representative and Mayor Judy Tracy as alternate) - Onoway and District Historical Guild (Councillor Pat St. Hilaire as representative and Councillor Lisa Johnson as alternate) - Regional Wastewater Line Committee (Mayor Judy Tracy and Deputy Mayor Lynne Tonita as representatives) <p style="text-align: right;">CARRIED</p> <p>Miscellaneous Council Appointments</p> <p>Motion #311/20 MOVED by Deputy Mayor Lynne Tonita that Council approve Miscellaneous Council appointments as follows:</p> <ul style="list-style-type: none"> - Inter Municipal Development Plan Negotiating Committee (Councillor Lisa Johnson as representative and Deputy Mayor Lynne Tonita as alternate) - Onoway Interagency Committee (Councillor Pat St. Hilaire as representative and Councillor Lisa Johnson as alternate) <p style="text-align: right;">CARRIED</p> <p>Motion #312/20 MOVED by Deputy Mayor Lynne Tonita that the Highway 43 Functional Planning Study – Technical Review Committee be removed as a miscellaneous Council Committee requiring representation.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL CONFIRMATION Motion #313/20	<p>MOVED by Councillor Pat St. Hilaire that the Financial Confirmation be as follows:</p> <p>Signing Authority</p> <ul style="list-style-type: none"> - all of Council and Chief Administrative Officer and Assistant Chief Administrative Officer

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		<ul style="list-style-type: none"> - 2 signatures required - 1 signature to be any member of Council - 1 signature to be one of Chief Administrative Officer Wendy Wildman or Assistant Chief Administrative Officer/Public Works Manager Jason Madge <p>Banking Authority ATB Financial</p> <p style="text-align: right;">CARRIED</p>
8.	APPOINTMENT OF AUDITOR Motion #314/20	<p>MOVED by Deputy Mayor Lynne Tonita that Metrix Group be appointed as the Auditing firm for the Town of Onoway.</p> <p style="text-align: right;">CARRIED</p>
9.	APPOINTMENT OF ASSESSOR Motion #315/20	<p>MOVED by Councillor Lia Johnson that Capital Regional Assessment Services Commission be appointed the Town's Assessment Firm, with Grant Clarke of KCL Consulting Inc. being appointed Assessor for the Town of Onoway.</p> <p style="text-align: right;">CARRIED</p>
10.	APPOINTMENT OF WEED INSPECTOR Motion #316/20	<p>MOVED by Deputy Mayor Lynne Tonita that Jackie Gamblin be appointed as the Weed Inspector for the Town of Onoway.</p> <p style="text-align: right;">CARRIED</p>
11.	CHIEF ADMINISTRATIVE OFFICER Motion #317/20	<p>MOVED by Councillor Pat St. Hilaire that Wendy Wildman be appointed as Chief Administrative Officer for the Town of Onoway.</p> <p style="text-align: right;">CARRIED</p>
12.	DEVELOPMENT OFFICER Motion #318/20	<p>MOVED by Deputy Mayor Lynne Tonita that Tony Sonnleitner be appointed as Development Officer for the Town of Onoway.</p> <p style="text-align: right;">CARRIED</p>

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13.	INTEGRITY COMMISSIONER Motion #319/20	MOVED by Councillor Lisa Johnson that Victoria Message be appointed as Integrity Commissioner for the Town of Onoway. CARRIED
14.	SOLICITOR CONFIRMATION Motion #320/20	MOVED by Deputy Mayor Lynne Tonita that Patriot Law Group Onoway be confirmed as Solicitor for the Town of Onoway. CARRIED
15.	MUNICIPAL PLANNING COMMISSION Motion #321/20	MOVED by Deputy Mayor Lynne Tonita that All of Council be appointed as members of the Municipal Planning Commission. CARRIED
16.	FOIP COORDINATOR CONFIRMATION Motion #322/20	MOVED by Councillor Pat St. Hilaire that the Chief Administrative Officer also be confirmed as the FOIP Coordinator. CARRIED
17.	COMMUNITY PEACE OFFICER Motion #323/20	MOVED by Deputy Mayor Lynne Tonita that the Town of Onoway continue the Agreement with Lac Ste. Anne County for Community Policing services to be provided by Community Peace Officers Dallas CHOMA, Andrew STEWART, David WHITE, Craig DOW, Kristina SHEPANSKY and Jane ROXBURGH. CARRIED
18.	FIRE CHIEF Motion #324/20	MOVED by Deputy Mayor Lynne Tonita that Dave Ives be confirmed as Fire Chief, as per the agreement with North West Fire and Rescue. CARRIED

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19.	MEETING DATES / TIMES/ LOCATIONS Motion #325/20	<p>MOVED by Deputy Mayor Lynne Tonita that Council meetings be scheduled as follows: 1st and 3rd Thursday of the Month at 9:30 a.m. at the Town of Onoway Civic Centre</p> <p style="text-align: right;">CARRIED</p>
20.	MUNICIPAL OFFICE LOCATION Motion #326/20	<p>MOVED by Deputy Mayor Lynne Tonita that the Municipal Office location for the Town of Onoway continue to be:</p> <p>4812 – 51 Street, within the Town of Onoway</p> <p style="text-align: right;">CARRIED</p>
21.	REQUIREMENT FOR ADVERTISING OF MEETINGS Motion #327/20	<p>MOVED by Councillor Pat St. Hilaire that Council meetings continue to be advertised in Onowaves and on the Town of Onoway website.</p> <p style="text-align: right;">CARRIED</p>
22.	COUNCIL EXPENSE CLAIMS Motion #328/20	<p>MOVED by Councillor Lisa Johnson that Council be reimbursed as follows:</p> <p>Regular Council Meetings</p> <ul style="list-style-type: none"> - Mayor and Councillors \$175.00 per Council meeting <p>Any meeting other than a Regular Council Meeting</p> <ul style="list-style-type: none"> - Mayor and Councillors \$25.00 per hour to a maximum of \$175.00 per day - Mayor and Councillors to receive an additional \$75.00 per day when attending 3 or more meetings in the same day - Billable time is to be rounded up to the nearest 30 minute increment. Minimum pay will be 4 hours. <p>Reimbursement</p> <ul style="list-style-type: none"> - Mayor shall receive \$400.00 per month as reimbursement for personal cell phone use, personal internet costs and other costs incurred in exercising duties as an elected official, as well as personal time required for the preparation for all of their meetings

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		<p>- All Councillors shall receive \$250.00 per month as reimbursement for personal internet costs incurred in exercising their duties as an elected official, as well as personal time required for the preparation for all their meetings.</p> <p style="text-align: right;">CARRIED</p> <p>Motion #329/20 MOVED by Councillor Pat St. Hilaire that Policy C-COU-REM-1 be revised to reflect the direction of Council that all Councillors are to receive an additional \$75.00 per day when attending 3 or more meetings.</p> <p style="text-align: right;">CARRIED</p> <p>Motion #330/20 MOVED by Deputy Mayor Lynne Tonita that Administration research what per diems are paid to elected Councillors in other Alberta jurisdictions, similar to Onoway, and bring back a report to Council outlining this information.</p> <p style="text-align: right;">CARRIED</p>
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23.	<p style="text-align: center;">BYLAWS</p> <p>Motion #331/20 MOVED by Councillor Pat St. Hilaire that Bylaw 744-18, the Council Code of Conduct Bylaw, be acknowledged and accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>Motion #332/20 MOVED by Councillor Pat St. Hilaire that Bylaw 763-19, a bylaw to regulate the proceedings and the conduct of business at the Town of Onoway Council and Committee meetings, be acknowledged and accepted for information.</p> <p style="text-align: right;">CARRIED</p>	
24.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 10:25 a.m.

Mayor Judy Tracy

Debbie Giroux
Recording Secretary

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	PRESENT	Mayor: Judy Tracy Deputy Mayor: Lynne Tonita Councillor: Lisa Johnson 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 10:35 a.m.
2.	AGENDA Motion #333/20	MOVED by Deputy Mayor Lynne Tonita that Council adopt the agenda of the regular Council meeting of Thursday, October 15, 2020 with the following addition: 7f) Onoway Junior Senior High School – Citizenship Awards CARRIED
3.	MINUTES Motion #334/20	MOVED by Deputy Mayor Lynne Tonita that the minutes of the Thursday, October 1, 2020 regular Council meeting be adopted, as presented. CARRIED
4.	APPOINTMENTS/PUBLIC HEARINGS	n/a
5.	FINANCIAL REPORTS Motion #335/20	MOVED by Councillor Lisa Johnson that the September 30, 2020 Revenue and Expenses Report be adopted as presented. CARRIED
6.	POLICIES & BYLAWS	n/a
7.	ACTION ITEMS Motion #336/20	MOVED by Mayor Judy Tracy that Council deny the request to redistrict the property located at 5459 Lac Ste. Anne Trail from Industrial to Urban Reserve, after due consideration of the property owners request during his appointment at the October 1, 2020 Council meeting. CARRIED

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	<p style="text-align: center;">Motion #337/20</p> <p style="text-align: center;">Motion #338/20</p> <p style="text-align: center;">Motion #339/20</p> <p style="text-align: center;">Motion #340/20</p> <p style="text-align: center;">Motion #341/20</p> <p style="text-align: center;">Motion #342/20</p>	<p>MOVED by Mayor Judy Tracy that Administration reaffirm the penalty structure as determined by Council at their April 16, 2020 meeting:</p> <ul style="list-style-type: none"> - extended the tax due date from June 30 to September 30 for the 2020 year only - revised the 2020 penalty structure as follows: October 1, 2020 – 10%; November 1, 2020 – 5%; December 1, 2020 – 5%; January 1, 2021 – 15% all outstanding taxes <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Lisa Johnson that the discussion regarding the Wastewater Treatment Services Agreement between the Town of Onoway, Lac Ste. Anne County, Summer Village of Sandy Beach and Summer Village of Sunrise Beach be accepted for information and referred to Patriot Law for review, once Schedules C and D are provided.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Lisa Johnson that All of Onoway Council, along with Chief Administrative Officer Wendy Wildman and Assistant Chief Administrative Officer Jason Madge, attend upcoming meetings while details of the Wastewater project, review of documents and agreements are up for discussion where the subject matters are directly related to the interests of Onoway and the Onoway lagoon.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Pat St. Hilaire that Council be authorized to participate in the Alberta Urban Municipalities Association (AUMA) Elected Officials Education Program for Municipal Corporate Planning and Finance.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Pat St. Hilaire that Council approve the Municipal Operating Support Transfer (MOST) Memorandum of Agreement and ratify the execution of this Agreement between the Alberta Government and the Town of Onoway.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lynne Tonita that the Town sponsor Citizenship Awards for two Onoway Junior High students and three Senior High students to each receive a \$150.00 Award, as requested by Principal John Lobo.</p> <p style="text-align: right;">CARRIED</p>
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COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

8.	COUNCIL, COMMITTEE & STAFF REPORTS Motion #343/20	<p>MOVED by Deputy Mayor Lynne Tonita 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.</p> <p style="text-align: right;">CARRIED</p>																		
9.	INFORMATION ITEMS Motion #344/20	<p>MOVED by Deputy Mayor Lynne Tonita that Council accept the following items for information as presented:</p> <ul style="list-style-type: none"> a) Lac Ste. Anne County – 12SUB2020 - Proposed Subdivision of NW 34-54-02 W5M b) Alberta Emergency Management Agency (AEMA) – October 2, 2020 email from Scott Long advising he has been appointed as the Acting Managing Director of AEMA c) GROWTH Alberta – October 4, 2020 news release advising that operations have been suspended due to the lack of a funding agreement with the Government of Alberta d) Community Futures Yellowhead East – June 18, 2020 Board meeting minutes e) MLA Shane Getson – September 28, 2020 letter from MLA Getson advising that Onoway will receive \$109,195.00 in MOST funding to address financial impacts caused by the pandemic f) An Evening to Remember – Honouring Lives Lost to Suicide – November 13, 2020 virtual event to honour those we lost to suicide <p style="text-align: right;">CARRIED</p>																		
10.	CLOSED SESSION	n/a																		
11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 12:25 p.m.																		
12.	UPCOMING EVENTS	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">November 5, 2020</td> <td style="width: 40%;">Regular Council Meeting</td> <td style="width: 30%;">9:30 a.m.</td> </tr> <tr> <td>November 19, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>December 3, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>December 17, 2020</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>January 7, 2021</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>January 21, 2021</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> </table>	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.	January 7, 2021	Regular Council Meeting	9:30 a.m.	January 21, 2021	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.																		
January 7, 2021	Regular Council Meeting	9:30 a.m.																		
January 21, 2021	Regular Council Meeting	9:30 a.m.																		

DRAFT

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, OCTOBER 15, 2020
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

Mayor Judy Tracy

Debbie Giroux
Recording Secretary

DRAFT

debbie@onoway.ca

From: cao@onoway.ca
Sent: October 13, 2020 8:40 AM
To: 'Kayla Comaniuk'
Cc: debbie@onoway.ca
Subject: RE: FW: Fire Rescue bills

Thanks Kayla – see you on Nov. 5.

W

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

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

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: Kayla Comaniuk
Sent: October 12, 2020 1:21 PM
To: cao@onoway.ca
Cc: debbie@onoway.ca
Subject: Re: FW: Fire Rescue bills

Hello Wendy,
Please see attached our written submission for our appointment on November 5, 2020 at 10am.
Thank you so much for all your help!

Sincerely,
Kayla Comaniuk

On Thu, 8 Oct 2020 at 11:43, <cao@onoway.ca> wrote:

Kayla – follow-up to our conversation, we will book you in to our Thursday, November 5 Council meeting at 10:00 a.m.

If you can please forward your written submission to us prior to October 30 so we can include it in the agenda package.

To Whom it may concern;

I am writing to you in regards to 2 separate fire call bills. Invoice numbers are as follows.

Invoice:202000135.

Dated: July 14,2020

Incident Date: Feb 2, 2020

Time call received: 18:43:21

Date bill arrived at residence: July 22, 2020

And

Invoice:202000170

Dated: Sept 23, 2020

Incident Date: July 1, 2020

Time call received: 01:24:02

Date bill arrived at residence: September 20, 2020

On February 2, 2020, I was at home with my 23month old son. My husband was at work at the time and I was 6 months pregnant. I started making dinner in the oven and roughly about 30 minutes later, I opened the oven door to see if the food was ready. I noticed a bit of smoke escape from the oven so I turned off the oven right away. I did not think the smoke was very bad but I did not want the smell to linger in the house so I opened the window a little bit to help.

A couple minutes later. The smoke alarms started going off. I was on the phone with my parents at the time. I tried to take a dish rag and wave it under the smoke alarm. Nothing happened so I ran to open the front door and window. I then went to open my back door. My son was crying hysterically due to the loud noise and seeing my panic. I tried to take him to his room and close the door to help muffle the sound, but he did not want to leave my side. I dragged a bar stool to the alarm and attempted to press the button to silence the alarm but this did not do anything.

I then turned on the ventilation fan in the bathroom closest to the smoke alarm that was going off and opened the window in the bedroom right next to the alarm. After a few minutes, nothing seemed to have worked so my parents suggested using the vacuum cleaner. I was unable to haul the central vac hose up the stairs so I used my hair dryer that was close by. After several failed attempts, I decided to hang up the phone and call 911.

While talking to dispatch, I mentioned that there was no fire, I was pregnant and my son was terrified. I also mentioned there was a small amount of smoke from the oven and that it had been turned off with windows and doors opened. Dispatch suggested to leave the house for extra precaution.

I wrapped my son in my winter coat and carried him outside until the fire trucks arrived. We were able to sit inside the trucks to stay warm while firefighters entered the house.

A few minutes later, they called that it was safe to enter the house. The breaker to the alarms had to be turned off in order to silence the alarm. I was unaware of this option nor did I know which breaker it was and couldn't reach the switch.

Once the firefighters left, my son and I tried to calm down from the incident. I didn't want to touch anything in case the alarms would go off again.

My husband returned around 11pm that night. My son had nightmares for weeks after and I was terrified that the alarm would go off again.

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On July 1, 2020, at 1:00am. Everyone was asleep when the alarms started to go off again. I woke in a panic and woke up my husband. I was in shock as I didn't know the cause of the alarms going off. I checked on my kids and held my son tight in his room as I knew he would be scared again. My husband went to try to turn off the alarms. After a few minutes, I didn't know what to do so I called the fire department knowing that they had turned it off before. When I was on the phone with dispatch, my husband found the breaker and switched the power off to the alarms. By then, I had explained what was happening. Dispatch still suggested to go outside and wait for the fire department. We followed their instructions and waited outside. I sat in my vehicle on the driveway to calm my kids. Once the fire department arrived, they suggested changing the smoke alarms as they were probably old and worn out. The firefighters were not at the house for very long. We entered the house and I suggested to my husband to leave the breaker off in fear it would sound again. We have since purchased and installed new smoke detectors.

On July 22, 2020, we received a bill in the mail from the Feb 8 fire call. My husband and I were unaware of any charges from calling the fire department. I panicked again after learning the charge was \$837.43 and that there would be a second bill from the second incident. I was on maternity leave and funds were limited for the household. I called the Town of Onoway and was suggested to call North West Fire Rescue. I spoke to Dave and he suggested that I send an email to him and he would speak to the town. A couple weeks later, I got an email from Wendy at the Town office and she apologized that I was misdirected and I should have been connected with her when I first called the Town of Onoway.

Wendy had suggested waiting for the second bill to arrive and then contact her to appeal the charges. I received the second bill in the mail on Sept 30, 2020. I then contacted Wendy to book a date.

The details of these situations that I would like to have considered are as follows. During the first incident in February, I was not made aware by dispatch or any of the fire personnel of any charges we would have to pay for fire service in the area. We had recently moved to town and were under the assumption that this service was provided through municipal taxes or other government funding.

When the second incident happened on July 1st, we had not yet received the invoice for the first incident (dated July 14) therefore we were still under the assumption that there was no direct charge for the service. During this second incident, my husband was home and I knew there was no danger to my home or family. My call to 911 was out of fear and impulse given the circumstances. I would have never considered making the call had I known the invoice for the first incident was on its way. My husband had silenced the alarms and told me everything was fine before I had concluded my call with dispatch. By this time however, fire was already on their way and we were advised to exit our home again to wait for them.

Since then we have purchased and installed new smoke detectors and have not had any further problems with them. We received our second invoice in the amount of \$541.42 on Sept. 23.

Given these facts, our hope is that this can be reviewed and adjusted accordingly. Obviously we are very thankful to have the fire service in the area and understand that they should be compensated for their time and service. Again, we were very pleased with their response and professionalism during both incidents.

Thank you for your time and consideration, we look forward to an amicable resolution to this situation.

Yours truly,

Kayla and Chase Comaniuk
4416 Yeoman Close, Onoway, AB

TOWN OF ONOWAY
 4812 - 51 STREET
 P. O. BOX 540
 ONOWAY, AB T0E 1V0
 (780) 967-5338



Invoice #	202000135
GST #	129873048RT0001
Date	2020-Jul-14
P.O. #	
Location	4416 YEOMAN CLOSE ONOWAY, AB
Account #	205

COMANIUK, CHASE B L

0

AR Invoice

Service Provided: NWF JOB#2020-021 INV#1797 Date of Service: 2020-02-08								
Code	Description	Quantity	Price	GST	Extended	GST		
FIRE INC. REC.	FIRE INCIDENT RECOVERY	1.0000	797.5500	39.88	837.43	<input checked="" type="checkbox"/>		
Subtotal					797.55			
Total GST					39.88			
Invoice Total					837.43			

RESIDENTIAL ALARM

(18)

North West Fire Rescue - Onoway Ltd.

Box 1550
 Onoway, Alberta T0E 1V0
 Canada

INVOICE

Invoice No.: 1797
 Date: 02/08/2020

Sold to:

Town of Onoway
 Box 540
 Onoway, AB T0E 1V0

Ship to:

Town of Onoway
 Box 540
 Onoway, AB T0E 1V0

Business No.: 803284728

Quantity	Description	Tax	Unit Price	Amount
	JOB: 2020-021			
1	PUMP 1 FIRST RESPONDERS	G	301.37	301.37
36	TRAVEL PUMP 1	G	2.68	96.48
1	CHARLIE 1	G	145.30	145.30
4	ADDITIONAL FIRE FIGHTERS (2) PUMP 1 (2) CHARLIE 1 RESIDENTIAL ALARM	G	63.60	254.40
TYPE OF SERVICE: RESIDENTIAL ALARM ADDRESS: 4416 YEOMAN CLOSE ONOWAY				
Subtotal:				797.55
G - GST 5% GST/HST <i>e</i>				39.88

			Total Amount	837.43
			Amount Paid	0.00
			Amount Owing	837.43

Thank you for your continued business support!

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ONOWAY REGIONAL FIRE SERVICES



Incident Report # Date AHS File #

Call Received: Enroute: On Scene: Off Scene: In Service:

Emergency Responders:	Call	Service	Emergency Responders	Call	Service
	1	1.0			
	1	1.0			
	1	1.0			
	1	1.0		1	1.0
	1	1.0		1	1.0

Total Department Man Hours (On Scene)
 Total Department Man Hours (Servicing)
 Total Apparatus/Equipment Hours (Time out to Time in)

Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Structure Fire Vehicle Fire Wildland Fire
MVC Medical Aid HAZMAT

Incident Type: Residential Alarm Commercial Alarm

Permit Number (if applicable): _____ OTHER: _____

Incident Address:

Units Assigned: PUMP 1 PUMP 2 TENDER RAP

CHARLIE 1 CHARLIE 2 CHARLIE 3 OTHER

Travel: PUMP 1 PUMP 2 TENDER RAP

Mutual Aid Assigned:

Other Resources Called:

RCMP Detachment: Officer Name: RCMP File #:

Consumables Used:

Damaged Equipment:

Contractor Equipment:

Incident Commander:

Signature: _____

ONOWAY REGIONAL FIRE SERVICES



Incident Report # Date: AHS File #

Incident Description: (All incident types. All observations and tasks performed)

Example Format: 1435: ORFS is dispatched to a 31D03 for a 74 y/o female unconscious, fainting, not a
Pump 1 is assigned to the call.
1435: Pump 1 enroute with 4

1843: ORFS dispatched to a 52B01U Alarms, Pump 1 and Charlie 1 assigned to call.

1843: Pump 1 en route with 2

1845: Pump1 on scene, no smoke showing Lt. A. Ives has IC doing a 360. Occupants outside, next incoming set up for ventilation. Resident stated there was no fire just smoke and she opened doors and windows.

1849: Origin of fire from oven food that set off alarms. Alarms still going off, windows open firefighter going in to do a sweep. In kitchen, where burnt food had been removed from oven, no fire and smoke clearing. Oven had been turned off.

1852: Charlie 1 on scene with 4.

1854: Passive ventilation ongoing very little smoke, fire crew attempting to turn off smoke alarm, occupants in a warm vehicle, and command transferred to Chief Ives.

1900: Fully cleared building of any smoke, turned off smoke alarm, closed windows and doors, occupants back in the home. All clear, all safe fire leaving scene.

Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Structure Fire, Wildland Fire, Alarms

Incident Report # Date: AHS File #

Forcible Entry Performed: YES NO Access Location:

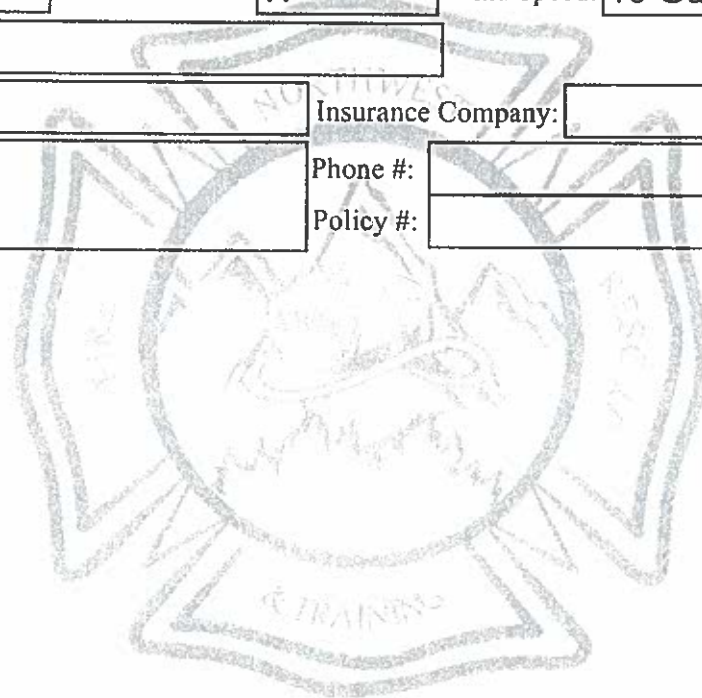
Weather

Temp: Wind Direction: Wind Speed:

Road Conditions:

Insurance Agent: Insurance Company:

Address: Phone #:
Policy #:



Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Additional Information:



Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Billing Information:

Unit	Rate	Quantity	Total	Notes
PUMP 1	\$301.37	1	301.37	First responding unit
TRAVEL	\$2.68	36	96.48	
PUMP 2	\$301.37		0	
TRAVEL	\$2.68		0	
TENDER	\$150.68		0	
TRAVEL	\$2.68		0	
RAP-ATTACK	\$204.60		0	
TRAVEL	\$2.15		0	
CHARLIE 1	\$145.30	1	145.30	Additional members and expertise
CHARLIE 2	\$145.30		0	
CHARLIE 3	\$145.30		0	
OTHER			0	
ADDITIONAL FIREFIGHTERS	\$63.60	4	254.40	Extra members on P1 and C1
CONSUMABLES			0	
			0	

Grand Total: \$ 797.55

Charge No Charge Medical

Incident Commander Initials: AI

TOWN OF ONOWAY
 4812 - 51 STREET
 P. O. BOX 540
 ONOWAY, AB T0E 1V0
 (780) 967-5338



Invoice #	202000170
GST #	129873048RT0001
Date	2020-Sep-23
P.O. #	
Location	4416 YEOMAN CLOSE, ONOWAY, AB
Account #	205

COMANIUK, CHASE B L

COPY

AR Invoice

Service Provided: RESIDENTIAL ALARM NWF JOB#2020-094 INV#1846							
Date of Service: 2020-07-01							
Code	Description	Quantity	Price	GST	Extended	GST	
FIRE INC. REC.	FIRE INCIDENT RECOVERY	1.0000	515.6300	25.79	541.42	<input checked="" type="checkbox"/>	
Subtotal					515.63		
Total GST					25.79		
Invoice Total					541.42		

Terms : Net On Invoice A rate of 15.00% per annum (1.25% per month) interest will be charged on overdue accounts.

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North West Fire Rescue - Onoway Ltd.

Box 1550
Onoway, Alberta T0E 1V0
Canada

INVOICE

Invoice No.: 1846
Date: 07/01/2020

COPY

Sold to:
Town of Onoway
Box 540
Onoway, AB T0E 1V0

Ship to:
Town of Onoway
Box 540
Onoway, AB T0E 1V0

Business No.: 803284728

Quantity	Description	Tax	Unit Price	Amount
	JOB: 2020-094			
1	PUMP 1 (ADDITIONAL PERSONNEL & RESOURCES	G	301.37	301.37
1	PUMP 2 (CLOSEST RESPONDING UNIT TO INCIDENTO	G	2.68	5.36
2	KM TRAVEL PUMP 2	G	145.30	145.30
1	CHARLIE 1 (ADDITIONAL PERSONNEL & EXPERTISE)	G	63.60	63.60
1	CHARLIE 3 (ADDITIONAL PERSONNEL & EXPERTISE)			
1	ADDITIONAL FIRE FIGHTER PUMP 1			
	RESIDENTIAL ALARM			
	TYPE OF SERVICE: RESIDENTIAL ALARM			
	ADDRESS: 4415 YEOMAN CLOSE ONOWAY			
	Subtotal			515.63
	G - GST 5%			
	GST/HST			25.79
	<i>e</i>			
Total Amount				541.42
Amount Paid				0.00
Amount Owning				541.42

Thank you for your continued business support!

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ONOWAY REGIONAL FIRE SERVICES



Incident Report # Date AHS File #

Call Received: Enroute: On Scene: Off Scene: In Service:

Emergency Responders:	Call	Service	Emergency Responders	Call	Service
	1				
	1				
	1				
	1				
	Available	Not Assigned		1	
				1	
				1	

Total Department Man Hours (On Scene)
 Total Department Man Hours (Servicing)
 Total Apparatus/Equipment Hours (Time out to Time in)

Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Structure Fire Vehicle Fire Wildland Fire
MVC Medical Aid HAZMAT
Incident Type: Residential Alarm Commercial Alarm

Permit Number (if applicable): _____ OTHER: _____

Incident Address:

Units Assigned: PUMP 1 PUMP 2 TENDER RAP
CHARLIE 1 CHARLIE 2 CHARLIE 3 OTHER

Travel: PUMP 1 PUMP 2 TENDER RAP

Mutual Aid Assigned:

Other Resources Called:

RCMP Detachment: Officer Name: RCMP File #:

Consumables Used:

Damaged Equipment:

Contractor Equipment:

Incident Commander: Signature: Lee Lindstrom
Digitally signed by Lee Lindstrom
Date: 2020.05.21 17:12:20 -0600

ONOWAY REGIONAL FIRE SERVICES



Incident Report # Date: AHS File #

Incident Description: (All incident types. All observations and tasks performed)

Example Format: 1435: ORFS is dispatched to a 31D03 for a 74 y/o female unconscious, fainting, not alert.
Pump 1 is assigned to the call.
1435: Pump 1 enroute with 4

0124: ORFS dispatched to a 52B01S Alarms for a smoke detector alarm at a single-family residential structure. Pump 2, Pump 1 and Charlie 3 assigned to call. Pump 2 en route with 2.

0125: Pump 1 en route with 3.

0127: Charlie 3 en route with 1.

0138: Pump 2 on scene, no smoke showing. Chief Ives has IC doing a 360.

0139: Pump 1 on scene.

0141: Charlie 3 on scene.

0143: IC make contact with homeowner doing interior 360. No alarms chiming upon entry, breaker controlling smoke alarm was tripped and have been reset.

0146: Completed talking with occupants, no smoke, no odor anywhere. ORFS departing scene. Homeowners to buy new detectors.

0217: All fire units off scene.

Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Structure Fire, Wildland Fire, Alarms

Incident Report # Date: AHS File #

Forcible Entry Performed: YES NO Access Location:

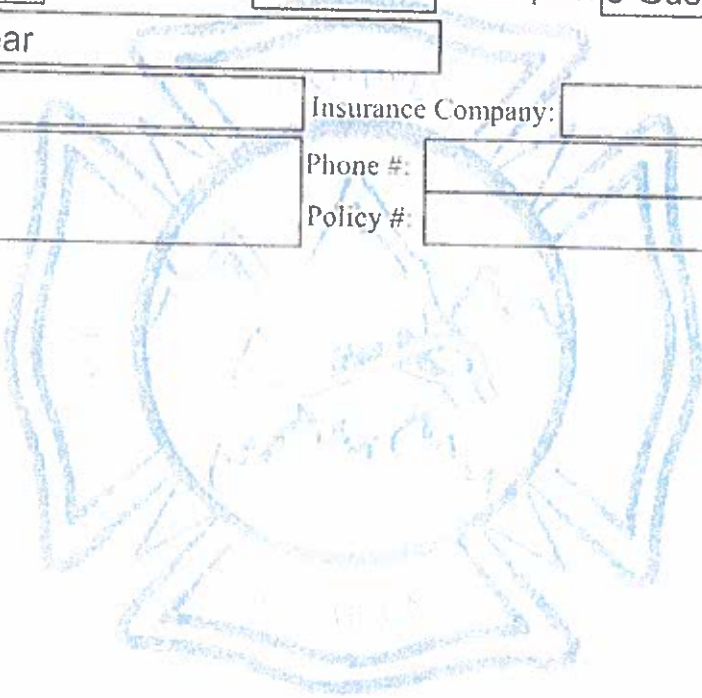
Weather

Temp: Wind Direction: Wind Speed:

Road Conditions:

Insurance Agent: Insurance Company:

Address: Phone #:
Policy #:



Incident Commander Initials:

ONOWAY REGIONAL FIRE SERVICES



Billing Information:

Unit	Rate	Quantity	Total	Notes
PUMP 1	\$301.37		0	Additional personnel and resources
TRAVEL	\$2.68		0	
PUMP 2	\$301.37	1	301.37	Closest unit responding to incident
TRAVEL	\$2.68	2	5.36	
TENDER	\$150.68		0	
TRAVEL	\$2.68		0	
RAP-ATTACK	\$204.60		0	
TRAVEL	\$2.15		0	
CHARLIE 1	\$145.30	1	145.3	Additional personnel and expertise
CHARLIE 2	\$145.30		0	
CHARLIE 3	\$145.30		0	Additional personnel and expertise
OTHER			0	
ADDITIONAL FIREFIGHTERS	\$63.60	1	63.6	Additional member on Pump 1
CONSUMABLES			0	
			0	

Grand Total: **\$ 515.63** Charge No Charge Medical

Incident Commander Initials: **DI**

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Parkland Emergency Control Centre

780 968 8401

Incident Date: 07/01/2020 01:19:49

File #: 11044223

Call Taker 168

Incident Location: **4416 YEOMAN CL, ONOWAY**

GPS: **53.70412300 -114.18263600**

Complainant Info: KAYLA 5875947458

Caller Party: 1st

Incident Type: Alarms

Pre-Alert: 07/01/2020 01:20:49

EFD Abbreviation: 52B01S

Fire Benchmarks:

Primary Search	Power Requested	Gas Requested
Under Control	Power Company Name	Gas Company Name
Loss Stopped	Power On Scene	Gas On Scene
Temperature 13	RCMP dispatched	Hwy Maint Dispatched
Wind Direction N	RCMP On Scene	Hwy Maint Responder
Wind Speed 9 Gust 13	EMS dispatched	Incident Command
Relative Humidity 98	EMS On Scene	

CC Text: Alarm -- Private caller
Problem: SMOKE ALARM

The Problem is: SMOKE ALARM

Chief Complaint: 52 (Alarms)
Pro QA Code: 52B01 Suffix: S
CAD Response: Code 3

***** Key Questions *****

- ° This is a private caller.
- ° There are people inside.
- ° The caller is on scene (1st party).
- ° It is a smoke detector alarm.
- ° The area or zone/room activated is: HALLWAY
- ° Neither flames nor smoke are visible.
- ° The name of the business/resident/owner is: KAYLA
- ° The incident involves a single-family residential structure.
- ° A multi-story structure is involved: 2 STORY
- ° It is not known what caused the alarm.

CHARLIE 2 OFFSCENE

UserName TimeIndex
168 07/01/2020 01:49:14

UserName TimeIndex
168 07/01/2020 01:46:57

COMPLETED TALK WITH OCCS NO SMOKE NO ODOR ANYWHERE DEPARTING SCENE ADVISED HOEMOWNERS TO BUY NEW DETECTORS

IC MADE CONTACT WITH HOMEOWNER DOING INTERIOR 360 NO ALARMS CHIMING UPON ENTRY - BREAKER CONTROLLING THE SMOKE ALARMS WAS TRIPPED AND HAVE BEEN RESET	UserName 168	TimeIndex 07/01/2020 01:43:03
NO SMOKE SHOWING CHIEF IVES IN COMMAND DOING 360	UserName 168	TimeIndex 07/01/2020 01:38:27
Commit Keep was executed.	UserName 168	TimeIndex 07/01/2020 01:26:32
Incident dispatcher Assigned 00001	UserName 169	TimeIndex 07/01/2020 01:22:35
Dispatch acknowledged incident.	UserName 169	TimeIndex 07/01/2020 01:22:35
ProQA Key Questions: <ul style="list-style-type: none"> ° This is a private caller. ° There are people inside. ° The caller is on scene (1st party) ° It is a smoke detector alarm. ° The area or zone/room activated is: HALLWAY ° Neither flames nor smoke are visible ° The name of the business/resident/owner is: KAYLA ° The incident involves a single-family residential structure. ° A multi-story structure is involved: 2 STORY ° It is not known what caused the alarm 	UserName 168	TimeIndex 07/01/2020 01:22:28
ProQA sent a dispatch level of "52B01" with an Incident Code of "52B01S"	UserName 168	TimeIndex 07/01/2020 01:22:28
Initial incident type selected '52B01S Alarms'	UserName 168	TimeIndex 07/01/2020 01:22:28
Commit Keep was executed	UserName 168	TimeIndex 07/01/2020 01:22:28
Address change from BLANK Address to 4416 YEOMAN CL. ONOWAY	UserName 168	TimeIndex 07/01/2020 01:20:21
The department responsible was changed from 'East Station' to 'Northwest Fire' based on a change of response zone	UserName 168	TimeIndex 07/01/2020 01:20:20
Change of mapped location	UserName 168	TimeIndex 07/01/2020 01:20:00
The call taker took ownership of the call.	UserName 168	TimeIndex 07/01/2020 01:20:00

<u>Unit Name</u>	<u>Dispatch Time</u>	<u>En Route</u>	<u>On Scene</u>	<u>Off Scene</u>	<u>In Service</u>	<u>Cancelled</u>
Northwest Fire	07/01/2020 01:22:50				07/01/2020 02:19:55	
NW PUMP 2	07/01/2020 01:24:05	07/01/2020 01:24:13	07/01/2020 01:33:05	07/01/2020 01:47:02	07/01/2020 02:17:32	
NW PUMP 1	07/01/2020 01:24:02	07/01/2020 01:25:05	07/01/2020 01:39:45	07/01/2020 01:50:51	07/01/2020 02:19:51	
NW Charlie 3	07/01/2020 01:24:08	07/01/2020 01:27:14	07/01/2020 01:41:00	07/01/2020 02:17:34	07/01/2020 02:17:38	

Onoway Facility Enhancement Association
Also referred to as
OFEA

September 28, 2020

Response to request from Town of Onoway 9/15/2020

Meeting dates proposed are for October 3 or October 17, 2020. As these are both Saturdays we would like to verify dates.

Cc to: OFEA Executive

Corrine Feth - President
Deborah Kolstad - Vice-President
Marilyn Buechner - Treasurer
Sheila Doka – Secretary
Town of Onoway- Council

Board Vision for Hall 3-5 years

1. Continue to promote the hall for the residents of the Town of Onoway, Lac Ste. Anne County residents and general public.
2. Have the Town of Onoway Council, Mayor and Administration recognized and endorse the Onoway Community Hall as a viable and productive resource for our community and surrounding area. To achieve this we would ask that the above mentioned group post about events, programs through personal and business social media. Attending the events and again post your experience on social media. Your attendance will give a face and voice to you and the position you hold in the community.
3. Have the Lac Ste. Anne council, Reeve and Administration recognized and endorse the Onoway Community Hall as a viable and productive resource for our community and surrounding area. To achieve this we would ask that the above mentioned group post about events, programs through personal and business social media. Attending the events and again post your experience on social media. Your attendance will give a face and voice to you and the position you hold in the community.
4. Attend to the Property Assessment developed by F.CAP.X by addressing the recommendations presented through their report.
5. Have the Town of Onoway preform yearly Inspections of the Hall and provide a written report to the Executive. Should include recommendations, beefs and bouquets’.
6. To partner with the Town of Onoway to address /correct major renovations to help ensure that all building codes are being adhered to and current WCB and Insurance, licencing of all contractors are in place and current.
7. To help maintain and continuously update the hall to ensure the hall continues to meet the needs and wants of the community – Town, County and general public. Includes snow removal/clearing.

Improvements:

1. Priority to have railing installed around entrance. This is a priority as this past summer we have had two incidents (falls) One required that an ambulance be called. They were not expecting the 9 inch drop off of the landing step.
2. Repair the leaks in the roof and investigate possible water damage to interior.
Correct the leaks on the west side of the building (stairwell enclosure)
3. Correct the sewage line to mainline. Toilets are blowing back when flushed, not always ejecting all effluent.
4. Insulate and correctly enclose the unused openings on rear of building.
5. Remove the metal sign on front of hall, refurbish and reinstall. Scrape backing and repaint.
6. Strip and reseal the entire building to stop future damage. Recognized Contractors for this.
7. Replace all lighting with new 4 foot LED fixtures.

Onoway Facility Enhancement Association

Executive as of March 2020

President: Corrine Feth
Vice President: Deborah Kolstad
Treasurer: Marilyn Buechner
Secretary: Sheila Doka

Bookings for 2019/2020

Onoway Farmers Market- weekly
Onoway Floor Curlers- weekly
Onoway Quilters Guild- weekly
7 Memorial Service
3 Weddings
8 Birthday/Anniversary
MLA – one only

Cancelled/ COVID

5 Funerals/Memorials
2 Weddings
9 Birthday/Anniversary Parties

Our regular bookings were on hold for COVID March to August.
Farmers Market, Floor Curling and Quilter Guild are now running weekly.
Required go ahead from AHS, Covid signage, sanitation stands, paper trail.

Financials:

Our financials are slowly rebuilding.

Casino Account

We received \$ from the casino that never happened. A saving grace for us and many other groups. From this amount we had to pay \$ to Casino Experts.

We have been able to maintain our utilities and telephone billings, pay our Insurance and start some minor renovations to provide an office space for the hall and OFEA. This will sustain our debts until we can fully open for complete rentals.

General Account

We have only just opened our general account for which all rentals and other income are deposited.

Enclosed is our Year End Accounting for 2019.

Current Agreement Changes.

All people with access to cleaning supplies must have a current WMIS Training. Training through work place is acceptable.

All renovations to be passed through the Town Council prior to start up.

All contractors must have current WCB coverage (clearance letter from WCB), Current Insurance, and licencing for Alberta.

All rentals must have a signed rental agreement with the Onoway Community Hall/OFEA.

The Onoway Facility Enhancement Association is a separate identity from the Town of Onoway. The Town cannot initiate a Funding program on behalf of OFEA with- out prior knowledge and acceptance of the executive.

LEASE AGREEMENT

THIS LEASE made this 1st day of January, 2017.

BETWEEN:

**The Town of Onoway,
of Box 540, Onoway, Alberta, T0E 1V0
a municipality in the Province of Alberta,**

**(the "Landlord")
OF THE FIRST PART;**

-and-

**The Onoway Facility Enhancement Association ("OFEA"),
a Society under the laws of the Province of Alberta,**

**(the "Tenant")
OF THE SECOND PART;**

THE AGREEMENT:

1. ARTICLE ONE - GRANT AND TERM

- 1.1. Leased Premises. In consideration of the rent, covenants and agreements hereinafter reserved and contained on the part of the Tenant to be paid, observed and performed, the Landlord leases to the Tenant the following premises:**

**The Onoway Community Hall
located on the property legally described as:
Plan 6288BZ, Block 2, Lots 10,11,12
Excepting Thereout All Mines and Minerals
(the "Leased Premises")**

and the Tenant hereby leases and accepts the Leased Premises from the Landlord, to have and to hold during the Term, subject to the covenants, conditions and agreements set out in this Lease.

- 1.2. Ownership and Control. The Landlord at all times retains owner of the Leased Premises and, as such, reserves all rights with respect to the Leased Premises not otherwise granted to the Tenant.**
- 1.3. The Term. The Tenant shall, subject to this Lease, have and hold the Leased Premises for and during the term (the "Term") of four (4) years from January 1, 2017 (the "Commencement Date"), to December 31, 2020 unless earlier terminated pursuant to the terms of this Lease.**

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- 1.4. **Renewal.** Provided that this Lease has not been terminated prior to the end of the Term as set forth herein, unless written notice of termination of this Lease is given by either Landlord or Tenant within thirty (30) days prior to the end of the Term, this Lease shall be considered to be renewed for a further one (1) year term on the same terms and conditions.
- 1.5. **Notice of Termination.** The Landlord may terminate this Lease, for any reason whatsoever, in its sole discretion, on the provision of 60 days' notice of such termination to the Tenant.

2. **ARTICLE TWO – RENT.**

2.1. **Rent.**

- a. The Tenant shall pay annual rent of ONE DOLLAR (\$1.00), by cash or cheque.
 - b. The first payment of rent shall be made on or before the Commencement Date and, if the Lease is renewed in accordance with its terms, all subsequent payments are to be made annually on this anniversary date.
- 2.2. **Lease Year.** "Lease Year" means each successive period of twelve calendar months during the Term ending:
- a. if the Term commences on the first day of a calendar month, on an anniversary of the last day of the calendar month preceding the calendar month in which the Term commences; and
 - b. if the Term commences other than on the first day of the calendar month, on an anniversary of the last day of the calendar month preceding the calendar month in which the Term commences (so as to exclude in such case in the first Lease Year and the first month of such Lease Year the broken portion of the calendar month between the last day of the calendar month preceding the month in which the Term commences and the commencement of the Term).

2.3. **Where Payments to be Made.** All payments required to be made by the Tenant under or in respect of this Lease shall be made to the Landlord at the Landlord's office in the Town of Onoway, Alberta, or to such agent or agents of the Landlord or at such other place as the Landlord shall hereafter from time to time direct in writing to the Tenant.

3. **ARTICLE THREE - PARKING FACILITIES AND THE COMMON AREAS AND FACILITIES**

3.1. **License.** The Tenant, its employees, licensees and invitees and all persons lawfully requiring communication with the Tenant shall have free and uninterrupted access to the Leased Premises, the Lands and any parking area provided by the Landlord, at all times, subject to the reasonable rules and regulations as may be promulgated from time to time by the Landlord.

4. ARTICLE FOUR — COST OF MAINTENANCE AND OPERATION OF THE LEASED PREMISES

- 4.1. Tenant to Pay Utilities. The Tenant shall be solely responsible for and shall promptly pay all charges for water, gas, electricity, telephone and other utilities used or consumed in the Leased Premises. In no event shall the Landlord be liable for, nor have any obligation with respect to, an interruption or cessation of, or a failure in the supply of any such utilities, services or systems, including without limitation the water and sewage systems, to the Lands or to the Leased Premises whether or not supplied by the Landlord or others.
- 4.2. Heating and Air-Conditioning. The Tenant shall, throughout the Term, operate, maintain and regulate the heating, ventilating and air-conditioning equipment if any, within, or installed by or on behalf of the Tenant for the Leased Premises in such a manner as to maintain reasonable conditions of temperature and humidity within the Leased Premises. The Tenant shall be solely responsible for the cost of heating, ventilating and air-conditioning, which costs shall include, without being limited to, fuel, water electricity, supplies (including those occasioned by everyday wear and tear) general maintenance, repairs and replacements, including major repairs and replacements, to the plant and equipment supplying or distributing such heat, ventilation or air-conditioning. The Tenant shall deliver to the Landlord a copy of its preventative maintenance contract for the heating, ventilating and air-conditioning equipment on the commencement of the Term and before every renewal of such contract.

5. ARTICLE FIVE — MAINTENANCE, REPAIRS AND ALTERATIONS

- 5.1. Maintenance and Repairs by Tenant. The Tenant, at its own expense, shall maintain and keep the Leased Premises and every part thereof in good order and condition. The Tenant shall also, at its own cost, promptly make all needed repairs including without limitation, major structural repairs, to the Leased Premises. Any replacements, including but not limited to, replacements and repairs to and of the roof and all electrical, plumbing, climate control systems, machinery and equipment in and to the Leased Premises, all entrances, glass, show window moldings, store fronts, partitions, doors and any and all other fixtures, equipment and appurtenances, that are part of the Leased Premises (reasonable wear and tear, and damage by fire, lightning, and tempest only excepted) shall be made by the Tenant, at its own cost, using new materials and in good and workmanlike manner. The Tenant shall keep the Leased Premises well painted, clean and in such condition as a careful owner would do.
- 5.2. Improvements, Alterations, Partitions. The Tenant shall not install or construct fixtures, partitions, or other permanent improvements, or make structural alterations, to the Leased Premises without the advance approval of the Landlord in writing. Should the Tenant propose, and the Landlord agree in writing to such improvements, alterations or partitions, these shall be completed in a professional and workmanlike manner at the Tenant's sole expense. Any such improvements, alterations, or partitions, shall become the property of the Landlord at the end of the Term without compensation to the Tenant.

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5.3. Maintenance by the Landlord. If the Tenant refuses or neglects to repair as required pursuant to this Article and to the reasonable satisfaction of the Landlord, the Landlord may make such repairs without liability to the Tenant for any loss or damage that may accrue to the Tenant's merchandise, fixtures, other property or business by reason thereof, and upon completion of such repairs, the Tenant shall pay to the Landlord the Landlord's cost for making such repairs. The Tenant agrees that the making of any repairs by the Landlord pursuant to this Section is not a re-entry or a breach of any covenant for quiet enjoyment contained in this Lease.

5.4. Entry by Landlord.

- a. **General.** The Tenant covenants that it shall be lawful for the Landlord and its agent(s) at all reasonable times during the Term and upon twenty-four hours (24) notice by telephone or other means to enter the Leased Premises to inspect its condition. Where an inspection reveals that repairs are necessary, the Landlord shall give to the Tenant notice in writing, and immediately thereafter the Tenant will forthwith proceed to make all necessary repairs in a good and workmanlike manner, using at all times new materials, and to the satisfaction of the Landlord, so as to complete same within the reasonable time or times provided for in the notice delivered by the Landlord as aforesaid. The failure by the Landlord to give notice shall not relieve the Tenant from any of its obligations to repair in accordance with the provisions hereof.
- b. **Emergency Entry.** The Tenant also acknowledges and agrees that it shall be lawful for the Landlord and its agents to enter the Leased Premises during the Term without notice if the Landlord perceives there is an emergency and immediate entry to the Leased Premises is necessary.

5.5. Leave Premises in Good Repair. The Tenant will, at the expiration or sooner termination of the Term or any renewals thereof peaceably surrender and yield up unto the Landlord the Leased Premises with all improvements, erections and appurtenances at any time or times during the Term shall be made, placed or erected therein or thereon, in good and substantial repair and condition, reasonable wear and tear and damage by fire, lightning and tempest only excepted, and the Tenant shall surrender all keys for the Leased Premises to the Landlord at the place then fixed for payment of Rent and shall inform the Landlord of all combinations on locks, safes and vaults, if any, in the Leased Premises. The Tenant shall, however, if requested by the Landlord remove all improvements, erections, alterations, fixtures or other appurtenances made, placed or erected at any time or times during the Term in or on the Leased Premises, at the sole cost and expense of the Tenant, and shall repair all damage to the Leased Premises caused by their installation and/or removal. The Tenant's obligation to observe and perform this covenant shall survive the expiration or sooner determination of the Term or any renewal thereof.

- 5.6. **Damage to Leased Premises.** The Tenant shall, in the event of any damage to the Leased premises by any cause or causes, give notice in writing to the Landlord of such damage immediately upon the same becoming known to the Tenant. The Tenant shall give Landlord prompt notice of any defect to plumbing, climate control apparatus, electrical equipment and wires and any other defect in the Leased Premises and anything connected therewith. Notwithstanding anything to the contrary contained in this Lease, the Tenant shall not be relieved of its repair and replacement obligations as set forth in this Lease.
- 5.7. **Overloading.** The Tenant will not bring upon the Leased Premises any machinery, equipment, article or thing that by reason of its weight, size or use might damage the floors of the Leased Premises and if any damage is caused to the Leased Premises by any machinery, equipment, article or thing or by overloading or by any act, neglect or misuse on the part of the Tenant or any of its servants, agents, or employees or any persons having business with the Tenant, the Tenant will forthwith repair the same using, at all times, new materials or pay to the Landlord the cost of making good the same, forthwith upon demand.
- 5.8. **Tenant not to Overload Utility Facilities.** The Tenant will not install any equipment which would exceed or overload the capacity of the utility facilities in the Leased Premises.
- 5.9. **Plumbing Facilities.** The plumbing facilities in the Leased Premises shall not be used for any other purpose than that for which they are constructed.
- 5.10. **Garbage.** The Tenant will keep the Leased Premises and its surrounding area and every part thereof in a clean and tidy condition and will not permit waste paper, garbage, ashes or waste or objectionable material to accumulate thereon.
- 5.11. **Tenant Shall Discharge All Liens.** The Tenant shall promptly pay all its contractors and suppliers and shall do all things necessary to minimize the possibility of a lien attaching to the Leased Premises or to any or part of the Lands. Should any such lien be made or filed, the Tenant shall discharge the same forthwith at the Tenant's expense. In the event the Tenant shall fail to cause any such lien to be discharged as aforesaid, then, in addition to any other right or remedy of the Landlord, the Landlord may, but it shall not be so obligated, discharge same by paying the amount claimed to be due, together with interest costs and other amounts required to so discharge and vacate the said lien into Court or directly to any such lien claimant and the amount so paid by the Landlord and all costs and expenses including solicitor's fees (on a solicitor and his client basis) incurred herein for the discharge of such lien shall be due and payable by the Tenant to the Landlord on demand.
- 5.12. **Inspect Premises.** During the Term any person or persons may inspect the Leased Premises and all parts thereof upon twenty-four (24) hours notice by telephone or other means at all reasonable times, on producing a written order to that effect signed by the Landlord or its agents for the purpose related to the obligations or responsibilities of either party under the Lease.

6. ARTICLE SIX — USE OF LEASED PREMISES/ SERVICES

6.1. Services provided by Tenant. During the Term, or any renewal thereof, the Tenant shall manage and supervise all aspects of the operation of the Leased Premises, being a Community Hall. Without limiting the generality of the foregoing, the Tenant is responsible for the following:

- a. Coordinating the use and rental of the Community Hall to community organizations, community groups, or others, for events or functions;
- b. Collecting any rental monies due as a result of the events or functions held;
- c. Establishing the rental fees for the use of the hall for events or functions; and
- d. Screening potential users of the hall to confirm that the planned function or event is appropriate for the venue and will not be dangerous or likely to result in damage to the Leased Premises.

6.2. Services provided by Landlord. The Landlord will provide snow plowing services for the parking lot at no cost to the Tenant. However, these services will be provided in accordance with the Landlord's municipal plan and associated priorities for snow clearance of roads and other municipal properties, in its sole discretion.

6.3. Use of Premises. The Tenant covenants that it will not use or permit to be used any part of the Leased Premises for any dangerous, noxious or offensive trade or business, and will not cause or maintain any nuisance in, at or on the Leased Premises.

6.4. Compliance with Laws, etc. The Tenant shall promptly comply with all requirements of all applicable statutes, laws, by-laws, rules, regulations, ordinances and orders from time to time in force during the Term hereof, whether municipal, provincial, federal, or otherwise, including all lawful requirements of the local board of health, police and fire departments and municipal authorities and with every applicable regulation, or of any liability or fire insurance company by which the Landlord and Tenant or either of them may be insured at any time during the Term hereof.

6.5. Nuisance. The Tenant will not do or omit to do or permit to be done or omit anything upon or in respect of the Leased Premises, the doing or omission of which (as the case may be) shall be or result in a nuisance or menace to the Landlord or to local residents or businesses.

7. ARTICLE SEVEN — INSURANCE

7.1. Tenant's Insurance

- a. The Tenant covenants and agrees at its own cost and expense to take out and keep in full force and effect and in the names of the Tenant and the Landlord as their respective interests may appear, the following insurance:

- i. insurance upon property of every description and kind owned by the Tenant, or for which the Tenant is legally liable or installed by or on behalf of the Tenant and which is located within the Lands, the Building and Leased Premises including, without limitation, stock-in-trade, furniture, fittings, installations, alterations, additions, partitions, fixtures and anything in the nature of a leasehold improvement in an amount of not less than one hundred percent (100%) of the full replacement cost thereof, with minimum coverage against at least, the perils of fire, and standard extended coverage including sprinkler leakages (where applicable), earthquake, flood and collapse. In the event that there is a dispute as to the amount which comprises full replacement cost, the decision of the Landlord shall be conclusive;
 - ii. Tenant's legal liability insurance for the full replacement cost of the Leased Premises, including loss of use thereof;
 - iii. property damage and public liability insurance including personal liability, contractual liability, non-owned automobile liability and owner's and contractors' protective insurance coverage with respect to the Leased Premises, and the Tenant's use of the Common Areas and Facilities, coverage to include the business operations conducted by the Tenant and any other person on the Leased Premises. Such policies shall be written on a comprehensive basis with limits of not less than \$5,000,000 for bodily injury to any one or more persons, or property damage, and such higher limits as the Landlord may reasonably requires from time to time, and all such policies shall contain a cross-liability clause;
 - iv. broad form blanket repair and replacement coverage on boilers, pressure vessels, air-conditioning equipment and miscellaneous apparatus;
 - v. any other form or forms of insurance as the Tenant or the Landlord reasonably requires from time to time in form, in amounts and for insurance risks against which a prudent Tenant would protect itself;
- b. all property policies written on behalf of the Tenant shall contain if reasonably available, a waiver of subrogation rights which the Tenant's insurers may have against the Landlord and against those for whom the Landlord is in law responsible whether any such damage is caused by the act, omission or negligence of the Landlord or those for whom the Landlord is in law responsible;
 - c. all policies of Insurance purchased by the Tenants shall be taken out with insurers acceptable to the Landlord and shall be in a form satisfactory from time to time to the Landlord. The Tenant agrees that certificates of insurance or, if required by the Landlord, certified copies of each such insurance policy, will be delivered to the Landlord as soon as practicable after the placing of the required insurance. All policies shall contain an undertaking by the insurers to notify the Landlord in writing not less than thirty (30) days or such reasonable period of time as may be provided in such

policies prior to any material change, cancellation or termination thereof;

- d. if the Tenant fails to take out or to keep in force any such insurance referred to in this Section or should any such insurance not be approved by either the Landlord and should the Tenant not rectify the situation within twenty-four (24) hours after written notice by the Landlord to the Tenant, the Landlord has the right without assuming any obligation in connection therewith, to effect such insurance at the sole cost of the Tenant and all outlays by the Landlord shall be immediately paid by the Tenant to the Landlord on the first day of the next month following said payment by the Landlord without prejudice to any other rights and remedies of the Landlord under this Lease; and
- e. the Tenant covenants and agrees, at its sole cost and expense to replace any plate glass or other glass that has been broken or removed during the Term and will at all times keep the plate glass on the Leased Premises fully insured, pay the premiums therefor and provide the Landlord with a certificate of such plate glass insurance.

7.2. Increase in Insurance Premiums. If the Tenant's use and occupation of the Leased Premises, whether or not the Landlord has consented to same, causes any premium increase in casualty and other types of insurance that may be carried by the Landlord from time to time in respect of the Lands, the Tenant shall pay any such increase in premiums within ten (10) days after a bill for such additional premiums shall be rendered by the Landlord. In determining whether such increased premiums are a result of the Tenant's use and occupancy of the Leased Premises, a schedule issued by the organization making the insurance rates on the Lands showing the various components of such rate shall be conclusive evidence of the several items and charges which make up such rate. The Tenant shall comply promptly with all requirements of any insurer, now or hereafter in effect, pertaining to or affecting the Leased Premises.

7.3. Cancellation of Insurance. If any insurance upon the Lands or any part thereof shall be cancelled or shall be threatened by the insurer to be cancelled, or the coverage thereunder reduced in any way by the insurer by reason of the use and occupation of the Leased Premises or any part thereof by the Tenant or by any sub-tenant of the Tenant or by anyone permitted by the Tenant to be upon the Leased Premises and if the Tenant fails to remedy the condition giving rise to the cancellation, threatened cancellation or reduction of coverage within twenty-four (24) hours after notice thereof by the Landlord, the Landlord may, at its option, either: (1) re-enter the Leased Premises forthwith by leaving upon the Leased Premises a notice in writing of its intention so to do and thereupon the Landlord's rights and remedies contained in Article Nine shall apply; or (2) enter upon the Leased Premises and remedy the condition giving rise to such cancellation, threatened cancellation or reduction and the Tenant shall forthwith on demand pay the costs thereof to the Landlord and the Landlord shall not be liable for any damage or injury caused to any property of the Tenant or of others located on the Leased Premises as a result of such entry, whether caused by the negligence of the Landlord, its agents, servants, employees or persons for whom it is in law

responsible.

7.4. **Loss or Damage.** The Landlord shall not be liable for any death or injury arising from or out of any occurrence in, upon, at, or relating to the Lands, the Building or the Leased Premises, or damage to property of the Tenant or of others located on the Leased Premises nor shall it be responsible for any loss of or damage to any property of the Tenant or others from any cause whatsoever. Without limiting the generality of the foregoing, the Landlord shall not be liable for any injury or damage to any persons or property resulting from fire, explosion, falling plaster, steam, gas, electricity, water, rain, flood, snow or leaks from any part of the Leased Premises or from the pipes, appliances, plumbing works, roof, or subsurface of any floor or ceiling or from the street or any other place or by dampness or by any other cause whatsoever. The Landlord shall not be liable for any such damage caused by other tenants or persons in the Building or on the Lands or by occupants of adjacent property thereto, or the public, or caused by construction, or caused by any private, public or quasi-public work or utility, including any interruption, cessation or failure of same. All property of the Tenant kept or stored on the Leased Premises shall be so kept or stored at the risk of the Tenant only and the Tenant shall indemnify and save harmless from any claims arising out of any damages to the same including, without limitation, any subrogation claims by the Tenant's insurers. The contents of this section shall survive the termination or surrender of this Lease notwithstanding anything in this Lease to the contrary.

7.5. **Indemnification of Landlord.** Notwithstanding any other terms, covenants and conditions contained in this Lease, the Tenant shall indemnify the Landlord and save it harmless from and against any and all loss, claims, actions, damages, liability and expense in connection with loss of life, personal injury, damage to property or any other loss or injury whatsoever arising from or out of this Lease or any occurrence in, upon, or at the Leased Premises or the occupancy or use by the Tenant of the Leased Premises or any part thereof, or occasioned wholly or in part by any act or omission of the Tenant or by anyone permitted to be on the Leased Premises by the Tenant. If the Landlord shall be made a party to any litigation commenced by or against the Tenant, then the Tenant shall protect, indemnify and hold the Landlord harmless and shall pay all costs, expenses and reasonable legal fees incurred or paid by the Landlord in connection with such litigation. The Tenant shall also pay all costs, expenses and legal fees (on a solicitor and client basis) that may be incurred or paid by the Landlord in enforcing the terms, covenants and conditions of this Lease, unless a Court shall decide otherwise. The contents of this section shall survive the termination or surrender of this Lease notwithstanding anything in this Lease to the contrary.

8. **ARTICLE EIGHT — ASSIGNMENT AND SUBLETTING**

8.1. **Assignment.** The Tenant may not assign this Lease.

8.2. **Subletting.** The Tenant may not sub-let the Leased Premises. For certainty, however, in this section "Subletting" does not include providing the Tenant's services in respect of the rental of the Community Hall as outlined in Article Seven of this Lease.

9. **ARTICLE NINE — DEFAULT**

9.1. **No Exceptions for Distress.** Notwithstanding the benefit of any present or future statute taking away or limiting the Landlord's right of distress, none of the goods and chattels of the Tenant on the Leased Premises at any time during the Term shall be exempt from levy by distress for Rent in arrears or other amounts owing to the Landlord by the Tenant pursuant to the terms of this Lease, and that upon any claim being made for such exemption by the Tenant upon distress being made by the Landlord, this covenant and agreement may be pleaded as an estoppel against the Tenant in any action brought to test the right to the levying upon any such goods or chattels; the Tenant waiving as it hereby docs all and every benefit that could or might have accrued to it by any present or future statute but for this covenant.

9.2. **Right to Re-Enter.** In the event that:

- a. the Tenant dissolves, becomes inactive, or its status as a Society ceases or lapses, for failure to file necessary corporate registry returns or notices, or any other reason;
- b. the Tenant fails to pay any Rent or other sums due hereunder on the day or dates appointed for the payment thereof, and docs not remit such payment within five (5) days of receipt of written notice from the Landlord demanding the payment thereof; or
- c. the Tenant fails to observe or perform any other of the terms, covenants or conditions of this Lease to be observed or performed by the Tenant (provided the Landlord first gives the Tenant thirty (30) days written notice or no notice in case of a real or apprehended emergency of any such failure to perform) and the Tenant within such period of thirty (30) days fails to cure or takes reasonable steps to cure any such failure to perform; or
- d. the Tenant assigns, transfers, encumbers, sublets or permits the occupation or use or the parting with or sharing possession of all or any part of the Leased Premises by anyone except in a manner permitted by this Lease; or
- e. the Tenant is late in the payment of Rent or any other sum due hereunder on three (3) separate occasions during any twelve month period; or
- f. re-entry is permitted under any other terms of this Lease;

then the Landlord, in addition to any other rights or remedies it has pursuant to this Lease, or by law, has to the extent permitted by law, the immediate right of re-entry in the name of the whole, upon and in the Leased Premises or any part thereof and may expel all persons and remove all property from the Leased Premises and such property may be removed and sold or disposed of by the Landlord as it deems advisable or may be stored in a public warehouse or elsewhere at the cost and for the account of the Tenant, all without the Landlord being considered guilty of trespass or becoming liable for any loss or damage which may be occasioned thereby. Upon such re-entry, the Landlord shall be entitled to have again, repossess and enjoy, as of its former estate, the Leased Premises.

- 9.3. **Right to Relet.** If the Landlord elects to re-enter the Leased Premises as provided in this Lease or if it takes possession pursuant to legal proceedings or pursuant to any notice provided by law, it may either terminate this Lease or it may from time to time without terminating this Lease, make such alterations and repairs as are necessary in order to relet the Leased Premises, or any part thereof for such term or terms (which may be for a term extending beyond the Term) and at such rent and upon such other terms, covenants and conditions as the Landlord in its sole and reasonable discretion considers advisable. Upon each such reletting all rent received by the Landlord from such reletting shall be applied, first, to the payment of any indebtedness other than rent due hereunder from the Tenant to the Landlord; second, to the payment of any costs and expenses of such reletting including solicitor's fees and of costs of such alterations and repairs; third, to the payment of Rent, and other monies payable under this Lease which are due and unpaid hereunder; and the residue, if any, shall be held by the Landlord and applied in payment of future rent as the same becomes due and payable hereunder.
- 9.4. **Expenses.** If legal action is brought for recovery of possession of the Leased Premises, for the recovery of Rent or any other amount due under this Lease or because of the breach of any other terms, covenants or conditions herein contained on the part of the Tenant to be kept or performed and a breach is established, the Tenant shall pay to the Landlord all expenses incurred therefore, including legal fees (on a solicitor and his client basis).
- 9.5. **Removal of Goods.** In the event of removal by the Tenant of the goods and chattels of the Tenant from off the Leased Premises, the Landlord may follow the same for thirty (30) days.
- 9.6. **Remedies Cumulative.** Notwithstanding any other provision of this Lease, the Landlord may from time to time resort to any or all of the rights and remedies available to it in the event of any default hereunder by the Tenant, either by any provision of this Lease, by statute or common law, all of which rights and remedies are intended to be cumulative and not alternative, and the express provisions hereunder as to certain rights and remedies are not to be interpreted as excluding any other or additional rights and remedies available to the Landlord by statute or the general law.

10. **ARTICLE TEN —SUCCESSORS**

- 10.1. **Successors.** All rights and liabilities herein given to, or imposed upon, the respective parties hereto shall extend to and bind the respective heirs, administrators, successors and permitted assigns of the said parties; and if there shall be more than one Tenant, they shall all be bound jointly and severally by the terms, covenants and agreements herein contained.

11. **ARTICLE ELEVEN — LANDLORD'S COVENANTS AND OBLIGATIONS**

- 11.1. Provided that the Tenant has paid the Rent and all other sums payable pursuant to this Lease and has complied with all of the terms, covenants and conditions of this Lease, the Landlord covenants and agrees to and with the Tenant that it will provide Quiet Enjoyment of the Leased Premises.

12. ARTICLE TWELVE — MISCELLANEOUS

12.1. Force Majeure. Notwithstanding anything to the contrary contained in this Lease, if the Landlord or the Tenant is delayed or hindered in or prevented from the performance of any term, covenant or act required hereunder by reason of being unable to obtain materials, goods, equipment, services or labour; power failure; riots, insurrection, sabotage, rebellion, war, act of God, or by reason of any Statute, law or Order in Council, or any regulation or Order passed or made pursuant thereto, or by reason of the Order or Direction of any Administrator, Comptroller, Board, Governmental Department or Office, or other authority required thereby, or by reason of any other cause beyond its control, whether of the foregoing character or not, the Landlord or the Tenant, as the case may be, shall be relieved from the fulfillment of such obligation and the Tenant or the Landlord respectively shall not be entitled to compensation for any inconvenience, nuisance, or discomfort thereby occasioned. This section shall not apply to the payment of Rent by the Tenant.

12.2. Notices. Any notice, request or demand herein provided for or given hereunder if given by the Tenant to the Landlord shall be sufficiently given if delivered or if mailed by registered mail, postage prepaid, addressed to the Landlord at:

The Town of Onoway, Box 540, Onoway, Alberta T0E 1V0

Any notice herein provided for or given hereunder if given by the Landlord to Tenant shall be sufficiently given if delivered or mailed by registered mail, postage prepaid, addressed to the Tenant at:

Box 524, Onoway, Alberta T0E 1V0

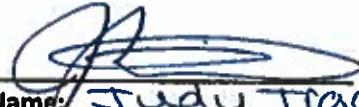
Any notice mailed as aforesaid shall be conclusively deemed to have been given on the third business day following the day on which such notice is mailed as aforesaid. Either the Landlord or Tenant may at any time give notice in writing to the other of any change of address of the party giving such notice and from and after the giving of such notice provided such new address is within the province of Alberta the address therein specified shall be deemed to be the address of such party for the giving of such notices thereafter. In the event of a mail strike or other interruption in the delivery of mail, all notices, requests or demands shall be hand delivered or by telegram.

12.3. Waiver of Breach. The waiver by the Landlord of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or any subsequent breach of the same or any other term covenant or condition herein contained. The subsequent acceptance of Rent or other sums payable hereunder by the Landlord shall not be deemed to be a waiver of any preceding breach by the Tenant of any term, covenant or condition of this Lease, regardless of the Landlord's knowledge of such preceding breach at the time of acceptance of such Rent or other sum payable. No covenant, term or condition of this Lease shall be deemed to have been waived by the Landlord unless such waiver is in writing and signed by the Landlord.

- 12.4. **Entire Agreement.** This Lease, together with the rules and regulations promulgated by the Landlord, from time to time, set forth all the covenants, promises, agreements, conditions and understandings between the Landlord and the Tenant concerning the Leased Premises and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between them other than are herein set forth. This Lease replaces any prior agreement between the parties as to the lease of the Leased Premises. Except as herein otherwise provided no subsequent alteration, amendment, change or addition to this Lease shall be binding upon the Landlord or the Tenant unless in writing and signed by each of them.
- 12.5. The use of the neuter singular pronoun to refer to the Landlord or the Tenant shall be deemed a proper reference even though the Landlord or the Tenant may be an individual, a partnership, a corporation, or a group of two or more individuals or corporations. The necessary grammatical changes required to make the provisions of this Lease apply in the plural sense where there is more than one Landlord or Tenant and to either corporations, associations, partnerships or individuals, males or females, shall in all instances be assumed as though in each case fully expressed. Each party hereto acknowledges that it and its legal counsel have reviewed and participated in settling the terms of this Lease, and the parties hereby agree that any rule of construction to the effect that any ambiguity is to be resolved against the drafting party shall not be applicable in the interpretation of this Lease.
- 12.6. **Partial Invalidity.** If any term, covenant or condition of this Lease or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such term covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this Lease shall be valid and enforced to the fullest extent permitted by law.
- 12.7. **Registration.** The Tenant shall not register this Lease at the Land Titles Office without the advance written consent of the Landlord.
- 12.8. **Governing Law.** This Lease shall be construed in accordance with and governed by the laws of the Province of Alberta.
- 12.9. **Time of the Essence.** Time shall be of the essence of this Lease and of every part hereof.

IN WITNESS WHEREOF the Landlord and Tenant have executed this Lease on the day and year first written above.


) The Landlord:
)
) The Town of Onoway
) Per:

)
)
) 
) Name: Judy Tracy
) Position: Mayor

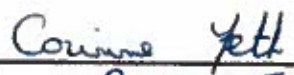
(SEAL)

Wendy Wildman
Name: Wendy Wildman
Position: CAO

Signed by the said
Tenant
in the presence of:


(witness)

) The Tenant:
)
) Onoway Facility Enhancement Association
) Per:

)
) 
) Name: Corinne Feth
) Position: Chair

Approved by Council at the March 13th, 2018 Regular Council Meeting.

debbie@onoway.ca

From: cao@onoway.ca
Sent: September 4, 2020 9:09 AM
To: 'Corinne Feth'
Cc: 'Debbie Giroux'
Subject: Meeting with the Town

Good morning Corinne:

Further to my last email and our follow-up tour with Marilyn, first share our thanks for that tour with Marilyn.

Council would like to invite the entire board to a meeting in October to discuss the long term vision for the hall and the agreement. We are proposing a meeting during one of our regular Council meetings which would be Oct. 3 and 17, we could do morning or early afternoon. Corinne recognizing these dates and/or day meetings may not work you, we certainly would entertain dates/times that work around your schedule.

What we would like to discuss at this meeting include, but are not limited to:

- the Boards current and long term vision for the hall (3 to 5 years)
- a list of improvements/renovations the Board feels are required (in some sort of a priority listing, or proposed year to be completed)
- report on utilization of the hall (2019 and 2020 to date)
- current agreement (and proposed revisions to be considered with a new agreement)
- current listing of all board members
- most recent financial report (this should include the breakdown of income and expenses)

If you could provide these documents a week in advance that would allow the Town an opportunity to review same prior to the meeting so we can have a more productive conversation.

Let me know what works, thanks Corinne.

W

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

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Town of Onoway Administration

Number	Title		
A-PW-RATE-1 (2.5)	RATES FOR USE OF TOWN WORKERS EQUIPMENT		
Approval	Originally Approved		Last Revised
(CAO initials)	Resolution No:	#229/15	Resolution No:
	Date:	June 14, 2015	Date:
			Nov. 5, 2020

Purpose

The Town may charge for the use of Town Equipment and Operator.

Policy Statement

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 \$100.00 per hour 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 in 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.

Legal References:



Town of Onoway Administration

Cross References:

Revisions:

Resolution Number	MM/DD/YY
#409/06	06/14/2015

RENTAL RATES FOR TOWN EQUIPMENT

Caterpillar Grader 160M	\$250.00/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)	\$125.00/hour	Includes one Operator Additional operators at \$70.00/hour
Line Painter	\$90.00/hour	Includes Operator
Skid Steer	\$114.00/hour	Includes Operator
½ Ton Truck	\$99.00/hour + \$0.59/km	Includes Operator
Loader	\$134.00/hour	Includes Operator
Tandem Axle Dump Truck	\$120.00/hour	Includes Operator
Bucket Truck	\$135.00/hour	Includes Operator

***Rates are set in line with the rates set out in the Alberta Road Builders and Heavy Construction Association Rate Guide.**

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.
inf
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

RECORD OF DECISION – CMOH Order 35-2020

Re: 2020 COVID-19 Response

Whereas I, Dr. Deena Hinshaw, Chief Medical Officer of Health (CMOH) have initiated an investigation into the existence of COVID-19 within the Province of Alberta.

Whereas the investigation has confirmed that COVID-19 is present in Alberta.

Whereas under section 29(2)(b)(i) of the *Public Health Act*, I may take whatever steps I consider necessary

- (A) to suppress COVID-19 in those who may have already been infected with COVID-19,
- (B) to protect those who have not already been exposed to COVID-19,
- (C) to break the chain of transmission and prevent spread of COVID-19, and
- (D) to remove the source of infection.

Whereas on October 8, 2020, voluntary public health measures were put in place for the Edmonton zone in the Province of Alberta to target specific areas where transmission of COVID-19 was occurring.

Whereas despite these voluntary measures the city of Edmonton has continued to see an increase in the growth rate and daily new case numbers of COVID-19 with 1,718 active cases in the Edmonton zone (121 per 100,000) on October 22, 2020 which represents 49% of active cases in Alberta but with the Edmonton zone constituting only 25% of Alberta's population.

Whereas the growth rate and daily new case numbers of COVID-19 in the city of Calgary continue to climb sharply with 1,260 active cases in the Calgary zone (75 per 100,000) on October 22, 2020 which represents 36% of active cases in Alberta but with the Calgary zone constituting only 32% of Alberta's population.

Whereas current COVID-19 hospitalization levels and the accompanying impacts of COVID-19 community transmission have led to capacity problems in Edmonton Zone health services and elective procedures and services are being deferred in response.

Whereas a further increase in COVID-19 case hospitalizations is expected in the coming weeks in the city of Edmonton and the city of Calgary.

Whereas private social gatherings are a type of activity identified as high risk for the acceleration of transmission and spread of COVID-19.

Therefore, I am taking the following steps to protect Albertans from exposure to COVID-19 and to prevent the spread of COVID-19:

1. This Order is effective immediately and applies to all persons within the city of Edmonton and the city of Calgary in the Province of Alberta.
2. All private social gatherings are limited to a maximum of 15 people regardless of whether the gathering is fully or partially indoors or outdoors.
3. For the purposes of this Order, "private social gatherings" is defined as any type of private social function or gathering at which a group of people come together and move freely around to associate, mix or interact with each other for social purposes rather than remaining seated or stationary for the duration of the function or gathering and may include events such as wedding and funeral receptions, parties, and dinners.
4. Private social gatherings that exceed the 15 person limit but consist solely of members of the same household are excepted from this Order.
5. Notwithstanding anything in this Order, the Chief Medical Officer of Health may exempt a person or classes of persons from the application of this Order.
6. This Order remains in effect until rescinded by the Chief Medical Officer of Health.

Signed on this 26 day of October, 2020.


Deena Hinshaw, MD
Chief Medical Officer of Health

Notifications

[COVID-19: Cases are rising in the City of Calgary and the Edmonton Zone. New public health measures are in place to help stop the spread. Learn more.](#)



[Home](#) → [Government](#) → [Priorities and initiatives](#) → [Key initiatives](#) → [Alberta's COVID-19 response](#) → [COVID-19 info for Albertans](#) → [Alberta's relaunch strategy](#) → [Edmonton Zone public health measures](#)
[Alberta's Relaunch Strategy](#)

COVID-19: Edmonton Zone public health measures

New mandatory and voluntary public health measures are in place to contain the spread of COVID-19 in the Edmonton Zone.

Help stop the spread

Edmonton and surrounding communities are seeing a rapid rise in active COVID-19 cases. Additional mandatory and voluntary public health measures have been put in place to stop the spread before it gets out of control.

This approach is based on evidence to balance efforts to limit the spread with the harmful impact aggressive measures can have on Albertans' well-being.

Health officials are closely monitoring communities in the [Edmonton Zone](#). Additional measures may be recommended if needed.

Measures: City of Edmonton

Mandatory measures (as of Oct. 26)

[15 person limit on social and family gatherings](#) - indoors and outdoors - where people are mixing and mingling.

This temporary limit will be reassessed at the end of November 2020. It will be lifted when daily case numbers are down and spread is sufficiently reduced.

Applies to social gatherings, including but not limited to:

- banquets and award ceremonies
- wedding or funeral receptions
- luncheons or potlucks
- parties: birthday, baby shower, retirement, dinners, backyard BBQs
- other private social gatherings and functions

[Read CMOH Order 35-2020](#)

Does not apply to structured events, including but not limited to:

(61)

- seated-audience sports/shows
- conferences
- fitness centres
- funeral service
- in-person dining in restaurants
- wedding ceremonies
- worship services

Current gathering limits and prevention measures remain in place.

Voluntary measures

- Limit your cohorts to no more than 3: your core household, your school, and one other sport or social cohort. Young children who attend child care could be part of 4 cohorts, given that child care settings have not been a high risk for spread.
- Wear a mask in all indoor work settings, except when alone in a workspace like an office or cubicle where you are safely distanced from others, or an appropriate barrier is in place.

Measures: Surrounding communities

Voluntary measures

All residents and visitors of communities surrounding the city of Edmonton should:

- Keep your family and social gatherings small - no more than 15 people.
- Limit your cohorts to no more than 3: your core household, your school, and one other sport or social cohort. Young children who attend child care could be part of 4 cohorts, given that child care settings have not been a high risk for spread.
- Wear a mask in all indoor work settings, except when alone in a workspace like an office or cubicle where you are safely distanced from others, or an appropriate barrier is in place.

Edmonton zone communities

The public health measures apply to all residents and visitors of communities in the Alberta Health Services (AHS) Edmonton Zone:

- Beaumont
- Devon
- Edmonton
- Evansburg
- Fort Saskatchewan
- Gibbons
- Leduc
- Morinville
- Sherwood Park
- Spruce Grove
- St. Albert
- Stony Plain
- Thorsby
- Surrounding villages and businesses

Why these measures are needed

We must take action now to help slow the virus's spread and make sure the health system can continue supporting patients with COVID-19, influenza and many other needs.

There is a time lag between transmission and new case identification. This means the cases we see today were infected up to 2 weeks ago.

We must work together to protect each other. The greater the community spread, the more likely it will infect our loved ones most at-risk of severe outcomes, including death.

What else you can do

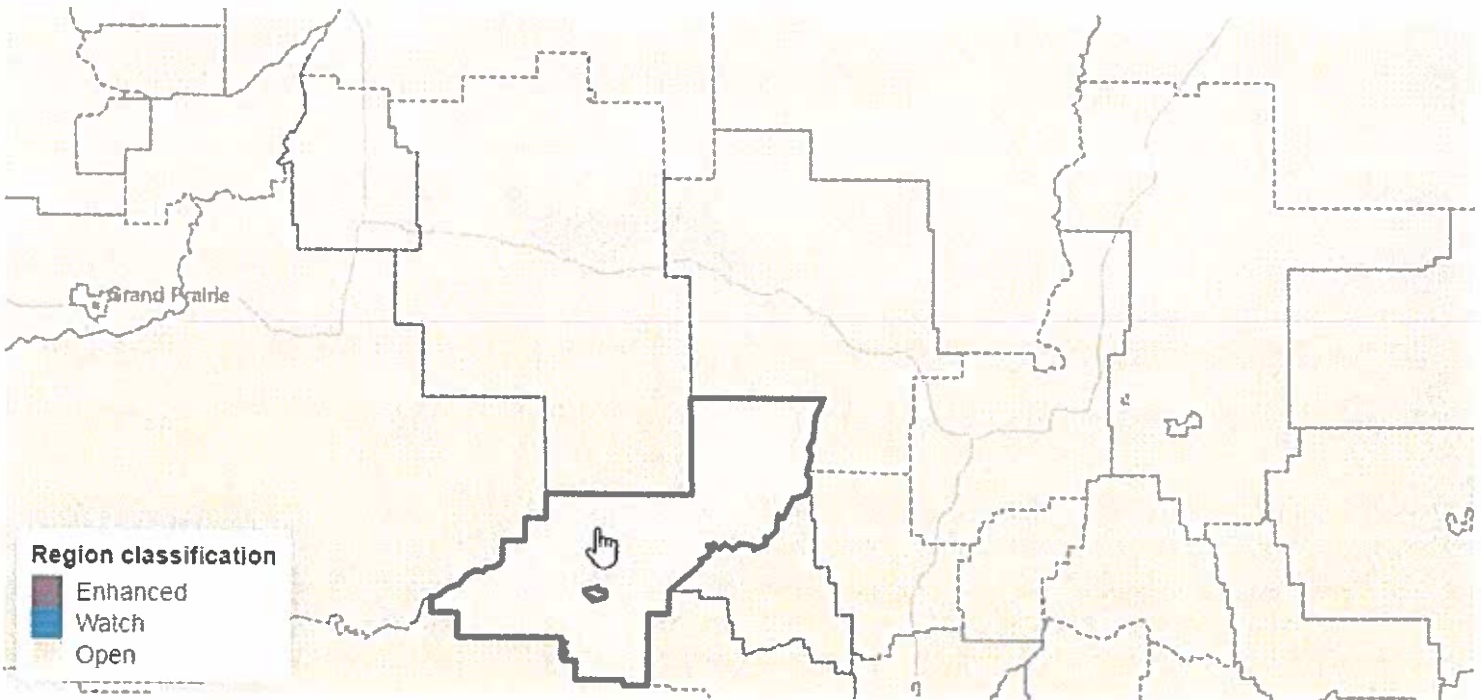
We must continue following existing public health measures to keep ourselves and others safe:

- Keep 2 metres apart when you can, wear a mask when you can't
- Practice good hygiene: wash your hands often and cover coughs and sneezes
- [Monitor your symptoms](#) every day
- If sick, stay home, get tested, and follow [mandatory isolation requirements](#) while waiting for results:
 - if positive, isolate from others for 10 days or until symptoms are gone, whichever is longer
 - if negative, stay home until you're better
- Avoid [non-essential travel](#)
- [Get the flu shot](#) to keep influenza cases low so health workers can focus on the COVID-19 pandemic

COVID-19 status map

Some regions may need to put additional measures in place to address local outbreaks. Find out the status in your area and sign up to be notified if there is a change.

[View the map](#) [Sign up for notifications](#)



Related

[Calgary health measures](#)

[Gatherings and cohorts](#)

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Notifications

[COVID-19: Cases are rising in the City of Calgary and the Edmonton Zone. New public health measures are in place to help stop the spread. Learn more.](#)



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[Alberta's Relaunch Strategy](#)

COVID-19 relaunch status map

Learn more about regional relaunch status in your community, including whether additional measures are in place to prevent the spread of COVID-19.

Overview

The health and safety of Albertans remains our top priority as Alberta moves through our [relaunch strategy](#). This includes measures to control the spread of COVID-19 and respond to potential outbreaks.

The COVID-19 status map shows the level of risk in regions and information about local health measures. It also shows the rate of COVID-19 cases and the number of active cases.

Regions are defined by municipal boundaries. Each region is either:

- a municipality of 10,000 or greater population: a city, town or municipal district (or county)
- communities smaller than 10,000 are included in the surrounding municipal district. Communities include First Nations reserves, Metis Settlements and towns.

Regions are designated as open, watch or enhanced relaunch status. All regions must continue to follow Alberta's [public health measures and guidelines](#), regardless of relaunch status.

Open

- low level of risk, no additional restrictions in place
- less than 50 active cases per 100,000

Watch

- the province is monitoring the risk and discussing with local government(s) and other community leaders the possible need for additional health measures
- at least 10 active cases and more than 50 active cases per 100,000

Enhanced

- risk levels require enhanced public health measures to control the spread
- informed by local context

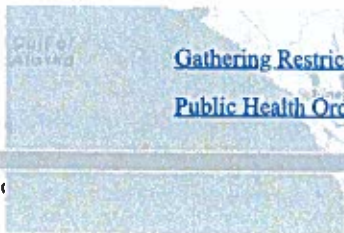
Interactive Map

All regions must follow Alberta's [public health measures and guidelines](#). Click on a region for its current relaunch status and additional details.

Geographies include metropolitan areas, cities, urban service areas, and towns with over 10,000 people. Regions with at least 10 active cases and a rate of over 50 active cases per 100,000 population are considered above threshold. Some regions based upon active case and rates have additional public health restrictions and are labelled respectively.

[Subscribe to regional status notifications](#)

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Showing 1 to 1 of 1 entries (filtered from 142 total)

[CSV](#) [Excel](#)

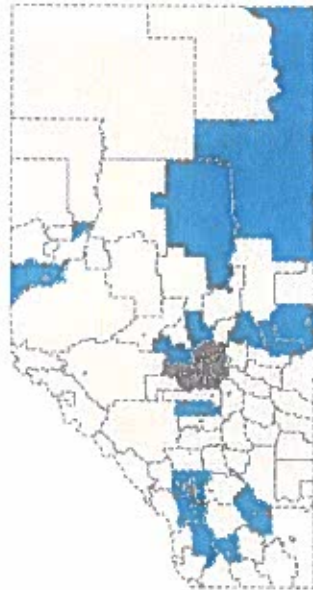
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COVID-19 cases are based on patient postal codes. Regional populations are based on the mid-year Alberta Health Care Insurance Plan population file, which may differ from local census data.

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- [COVID-19 info for Albertans](#)
- [Alberta's COVID-19 response](#)

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Home

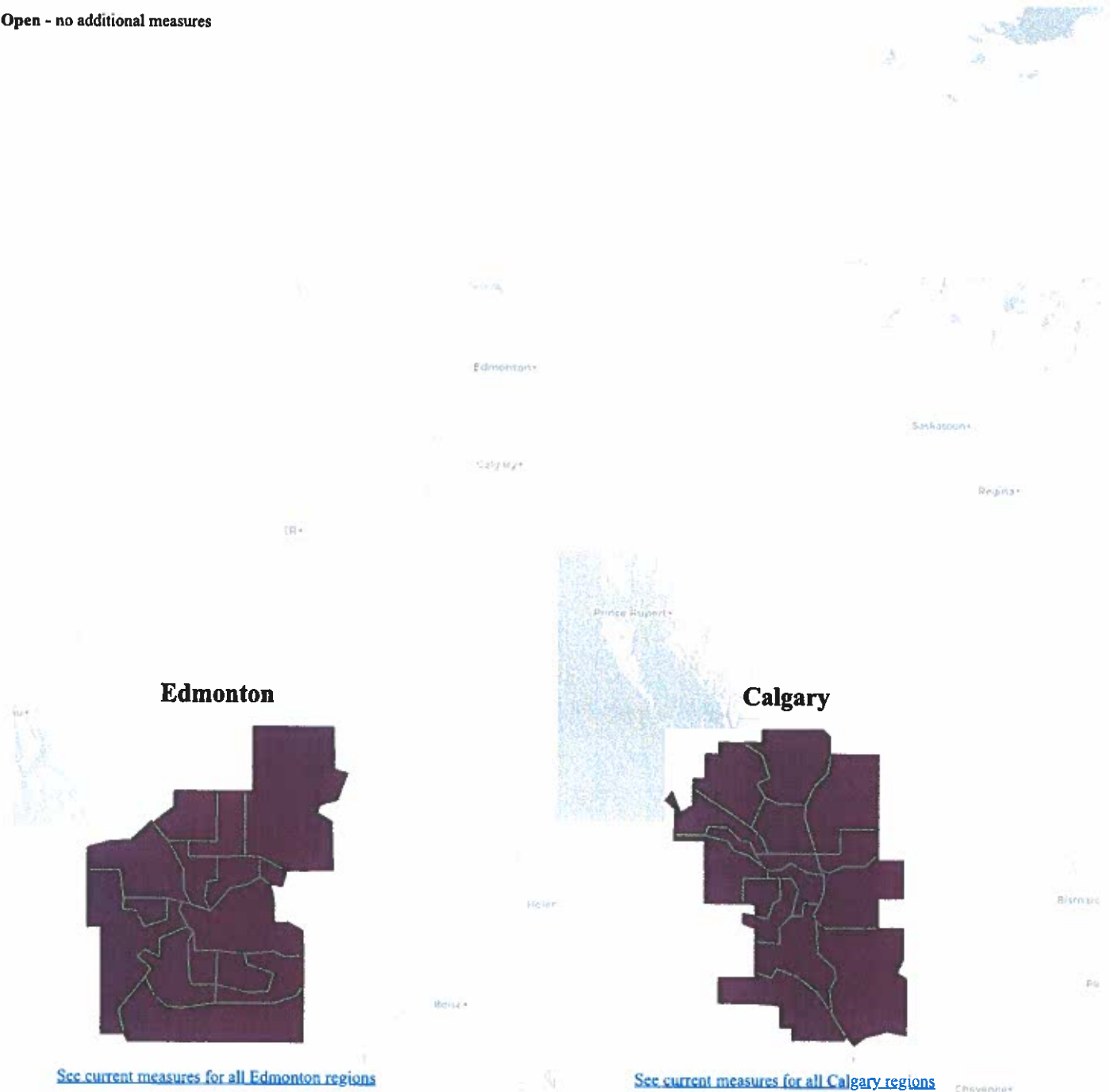


Lac Ste. Anne County
 Rate of active cases per 100k:
 193.5
 Active cases: 32
 Population: 16,534

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Region classification

- Enhanced** - additional measures in place
- Watch** - above the threshold but no additional measures
- Open** - no additional measures



List of active cases by region

Search:
Lac Ste. Anne County

Show 50 entries

Region name	Region classification	Measures	Active case rate (per 100,000 population)	Active cases	Population
All	All	All	All	All	All

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Face Coverings Required at MLC as of October 26

Posted on Friday, October 23, 2020

As of Monday, October 26, face coverings will be required when entering the Morinville Leisure Centre. This applies to all staff and guests of the facility. The coverings must be worn in all multi-use areas (in all hallways, travelling to and from the dressing rooms, courts, equipment and spectator areas in the building). Once you have arrived at your destination, you may take your face covering off if safe to do so.

Copyright 2019 Town of Morinville

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October 22, 2020

Town of Onoway
Box 540
Onoway, AB T0E 1V0

Attention: Wendy Wildman, Chief Administrative Officer

Dear Wendy:

Enclosed please find two copies of the audit engagement letter for the year ending December 31, 2020. Please have both copies signed, return one copy to our office in the envelope provided at your earliest convenience, and keep the other copy for Town records.

Should you have any questions or concerns, please feel free to contact our office.

Yours truly,

METRIX GROUP LLP

A handwritten signature in black ink, appearing to read "Philip J. Dirks".

Philip J. Dirks, CPA, CA
Partner

Enclosures

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October 22, 2020

Town of Onoway
Box 540
Onoway, AB T0E 1V0

Attention: Mrs. Judy Tracy, Mayor

Dear Mrs. Tracy:

Re: Engagement letter

Metrix Group LLP are pleased to serve as auditors for the Town of Onoway for the fiscal year ending December 31, 2020. The purpose of this letter is to outline the terms of our engagement to audit the financial statements of the Town of Onoway which comprise the statement of financial position as at December 31, 2020, and the statements of operations and accumulated surplus, changes in net debt, and cash flows for the year then ended. Philip Dirks, CPA, CA, will be responsible for the services that Metrix Group LLP performs for the Town of Onoway. He will, as considered necessary, call upon individuals with specialized knowledge at Metrix Group LLP to assist in the performance of our services.

We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

Objective, Scope and Limitations

Our statutory function as auditor of the Town of Onoway is to report to the Town Council by expressing an opinion on the Town of Onoway's annual financial statements. We will conduct our audit in accordance with Canadian auditing standards and will issue an audit report.

Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to error or fraud.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

It is important to recognize that an auditor cannot obtain absolute assurance that material misstatements in the financial statements will be detected because of:

- a) Factors such as use of judgment, and the use of testing of the data underlying the financial statements;
- b) Inherent limitations of internal control; and
- c) The fact that much of the audit evidence available to the auditor is persuasive rather than conclusive in nature.

Furthermore, because of the nature of fraud, including attempts at concealment through collusion and forgery, an audit designed and executed in accordance with Canadian auditing standards may not detect a material fraud. Further, while effective internal control reduces the likelihood that misstatements will occur and remain undetected, it does not eliminate that possibility. For these reasons, we cannot guarantee that fraud, error and illegal acts, if present, will be detected when conducting an audit in accordance with Canadian auditing standards.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected (particularly intentional misstatements concealed through collusion), even though the audit is properly planned and performed in accordance with Canadian auditing standards.

In making our risk assessments, we consider internal control relevant to the entity's preparation of the financial statements 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 entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.

Our responsibilities

We will perform the audit in accordance with Canadian auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows in accordance with Canadian public sector accounting standards. Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Accordingly, except for information that is in or enters the public domain, we will not provide any third party with confidential information concerning the affairs of the Town of Onoway without the Town of Onoway's prior consent, unless required to do so by legal authority, CPA Alberta.

The objective of our audit is to obtain reasonable assurance that the financial statements are free from material misstatement. However, if we identify any of the following matters, they will be communicated to the appropriate level of management:

- a) Misstatements, resulting from error, other than trivial errors;
- b) Fraud or any information obtained that indicates that a fraud may exist;
- c) Any evidence obtained that indicates that an illegal or possibly illegal act, other than one considered inconsequential, has occurred;
- d) Significant deficiencies in the design or implementation of internal controls to prevent and detect fraud or error; and
- e) Related party transactions identified by us that are not in the normal course of operations and that involve significant judgments made by management concerning measurement or disclosure.

The matters communicated will be those that we identify during the course of our audit. Audits do not usually identify all matters that may be of interest to management and those charged with governance in discharging their responsibilities. The type and significance of the matter to be communicated will determine the level of management to which the communication is directed.

We will consider the Town of Onoway's internal control to identify types of potential misstatements, consider factors that affect the risks of material misstatement, and design the nature, timing and extent of further audit procedures. This consideration will not be sufficient to enable us to render an opinion on the effectiveness of internal control over financial reporting.

Use and distribution of our report

The audit of the financial statements and the issuance of our audit opinion are solely for the use of the Town of Onoway and those to whom our report is specifically addressed by us. We make no representations of any kind to any third party in respect of these financial statements and we accept no responsibility for their use by any third party.

Management's responsibilities

Financial statements

The preparation and fair presentation of the Town of Onoway's financial statements in accordance with Canadian public sector accounting standards;

Completeness of information

- a) Providing us with and making available complete financial records and related data, and copies of all minutes of meetings of the Town Council;
- b) Providing us with information relating to any known or probable instances of non-compliance with legislative or regulatory requirements, including financial reporting requirements;
- c) Providing us with information relating to any illegal or possibly illegal acts, and all facts related thereto;
- d) Providing us with information regarding all related parties and related party transactions;
- e) Any additional information that we may request from management for the purpose of this audit; and
- f) Providing us with unrestricted access to persons within the entity from whom we determine it is necessary to obtain audit evidence.

Fraud and error

- a) Internal control that management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error;
- b) An assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- c) Providing us with information relating to fraud or suspected fraud affecting the entity involving:
 - i) Management;
 - ii) Employees who have significant roles in internal control; or
 - iii) Others, where the fraud could have a non-trivial effect on the financial statements;
- d) Providing us with information relating to any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others; and
- e) Communicating its belief that the effects of any uncorrected financial statement misstatements aggregated during the audit are immaterial, both individually and in the aggregate, to the financial statements taken as a whole;

Recognition, measurement and disclosure

- a) Providing us with its assessment of the reasonableness of significant assumptions underlying fair value measurements and disclosures in the financial statements;
- b) Providing us with any plans or intentions that may affect the carrying value or classification of assets or liabilities;
- c) Providing us with information relating to measurement and disclosure of transactions with related parties;
- d) Providing us with an assessment of all areas of measurement uncertainty known to management that are required to be disclosed in accordance with Measurement Uncertainty, the *CICA PSA Handbook* - Section 2130;
- e) Providing us with information relating to claims and possible claims whether or not they have been discussed with the Town of Onoway's legal counsel;
- f) Providing us with information relating to other liabilities and contingent gains or losses, including those associated with guarantees, whether written or oral, under which the Town of Onoway is contingently liable;

- g) Providing us with information on whether the Town of Onoway has satisfactory title to assets, liens or encumbrances on assets exist, and assets are pledged as collateral;
- h) Providing us with information relating to compliance with aspects of contractual agreements that may affect the financial statements;
- i) Providing us with information concerning subsequent events; and
- j) Providing us with representations on specific matters communicated to us during the engagement.

Written confirmation of significant representations

- a) Providing us with written confirmation of significant representations provided to us during the engagement on matters that are:
 - i) Directly related to items that are material, either individually or in the aggregate, to the financial statements,
 - ii) Not directly related to items that are material to the financial statements but are significant, either individually or in the aggregate, to the engagement; and
 - iii) Relevant to your judgments or estimates that are material, either individually or in the aggregate, to the financial statements.

We ask that our name be used only with our consent and that any information to which we have attached a communication be issued with that communication unless otherwise agreed to by us.

Reproduction of Audit Report

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review before the publication or posting process begins.

Management is responsible for the accurate reproduction of the financial statements, the auditors' report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have audited.

We are not required to read the information contained in your website, or to consider the consistency of other information in the electronic site with the original document.

Preparation of Schedules

We understand that Town employees will prepare various schedules (as requested by our Firm) and will locate various documents for our use throughout the course of the audit.

This assistance will facilitate our work and will help to minimize our costs. Any failure to provide these working papers or documents on a timely basis, may impede our services, and require us to suspend our services or withdraw from the engagement.

Working papers

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the engagement are the property of our Firm, constitute confidential information and will be retained by us in accordance with our Firm's policies and procedures.

File inspections

In accordance with professional regulations (and by Firm policy), our client files may be periodically reviewed by practice inspectors, and by other file quality reviewers to ensure that we are adhering to professional and Firm standards. File reviewers are required to maintain confidentiality of client information.

Fees

We estimate that fees for these services will be \$15,000 for the audit, plus direct out-of-pocket expenses and applicable GST. This fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered.

If significant additional time is necessary, we will discuss the reasons with you and arrive at a new fee estimate before we incur the additional costs.

Termination

If we elect to terminate our services for nonpayment, or for any other reason provided for in this letter, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended, and to reimburse us for all our out-of-pocket costs, through the date of termination.

Other terms services

We will also be pleased to provide, as allowed by the Rules of Professional Conduct, additional services upon request, in areas such as income tax planning, GST advice, business financing, management consulting, and valuations.

Not liable for any failures or delays beyond our control

We will use all reasonable efforts to complete the engagement as described in this letter within the agreed-upon time frames. However, we shall not be liable for failures or delays in performance that arise from causes beyond our control, including the untimely performance by your Town of its obligations.

Confidentiality

We will maintain the strictest confidence with respect to any client's or former client's information. Accordingly, your confidential information will not, without your consent, be disclosed to any individuals in our Firm beyond those who are engaged on your services. This policy applies to anyone outside the Firm, except as required by law or under the profession's Rules of Professional Conduct.

The terms of engagement as outlined above will continue in effect from year to year unless changed in writing.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements and if the above terms are acceptable to you, please sign the copy of this letter in the space provided and return it to us.

We appreciate the opportunity of continuing to be of service to the Town.

Yours truly,

METRIX GROUP LLP

Chartered Professional Accountants

The services and terms set out are as agreed.

Mrs. Judy Tracy, Mayor

Date signed



Ms. Wendy Wildman, Chief Administrative Officer



Date signed

December 2020

December 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 29	30	Dec 1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	Jan 1/21	2

Christmas Day Boxing Day

NEW YEARS DAY

January 2021

January 2021

Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 27	28	29	30	31	Jan 1/21	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	Feb 1	2	3	4	5	6

75

St. Rose of Lima Catholic Church
P.O. Box 216
Onoway, Alberta
T0E 1V0



Judy Tracy – Mayor
Town of Onoway
Box 540
4812 – 51 Street
Onoway, Alberta
T0E 1V0

12 October 2020

Dear Ms. Tracy,

Last year St. Rose of Lima Roman Catholic church community in Onoway addressed to the council an issue regarding a dumping station situated across the street from our parking lot. Many customers, after dumping, use our parking lot as a stopping place or turning site. Larger vehicles are damaging out parking lot surface. We thank you for addressing our concerns by installing “No Parking” signs, but it has not resolved the issue.

What we need, above all, are a few concrete barriers as presented in the attached drawing. This will prevent large trucks from making U-turns or making our parking lot a stopping/resting place. Size can be as by the dumping station, or a little lower, but no less than one foot high.

Please consider our request, because ongoing maintenance of our parking lot is getting very expensive.

Respectfully,

Fr. Andrew S. Rybak Sch.P.
Rev. Fr. Andrew S. Rybak, Sch.P.
Pastor

(76)

GARAGE

PASTOR
HOUSE

CHURCH

SIGN
PRIVATE
PARKING

PRIVATE
PARKING



CONCRETE

BARRIERS



ST. ANNE'S
TRAIL

MAIN ROAD



DUMPING STATION

2020

Onway - Google Maps

church property
property line runs through
existing parking area

Google Maps Onway



(78)



debbie@onoway.ca

From: Pat St.Hilaire <psthilaire@onoway.ca>
Sent: October 23, 2020 9:37 AM
To: Wendy Wildman; Judy Tracy; Lisa Johnson; Jeffery Mickle; Lynne Tonita; Debbie Giroux; Jason Madge
Subject: Guild

Hi at my guild meeting ,they are going to do their silent auction ,starting on Nov 15, could I have this added to next agenda, I am asking that the town donates an item or two, thank you Sent from my iPad

debbie@onoway.ca

From: cao@onoway.ca
Sent: October 23, 2020 8:05 AM
To: 'Jason Madge'; 'Debbie Giroux'
Subject: FW: Assessment Model Review Webinar - October 28

Deb – info for next meeting, and pls register me for webinar

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: assessmentservicesbranch@gov.ab.ca <assessmentservicesbranch@gov.ab.ca>
Sent: October 22, 2020 5:15 PM
To: Wendy Wildman <cao@onoway.ca>
Subject: Assessment Model Review Webinar - October 28

Dear CAOs and Assessors,

Over a year ago, Municipal Affairs began an assessment model review for wells, pipelines, and wellsite machinery and equipment. Government has decided it will not be proceeding with implementing the outcomes of the assessment model review at this time, due to the current uncertainty and lack of consensus around the outcomes.

As per an announcement by the Minister of Municipal Affairs on Monday, October 19, and after hearing from municipalities and industry, the following government decisions are being implemented:

- A three-year property tax holiday for all new well and pipeline assets;
- Elimination of the Well Drilling Equipment Tax;
- Additional depreciation for lower producing wells; and
- Continuation of the shallow gas assessment reduction.

I am pleased to invite you to a webinar on these tax incentive decisions scheduled for Wednesday, October 28, from 1-2 pm. The impacted municipalities will primarily be rural municipalities, but urban municipalities are welcome to attend. The purpose of this webinar will be to share information and details and answer your questions about the decision and its implementation. My team and I look forward to meeting with you virtually.

Given the late notice of this webinar, if warranted, we will consider holding a second offering of the webinar in the coming week or two.

Join Event

Event number (access code): 171 465 8679

Event password: AMR2020

Audio conference only

+1-855-699-3239 CANADA/US TOLL FREE

Ethan Bayne

Assistant Deputy Minister

Alberta Municipal Affairs

debbie@onoway.ca

From: cao@onoway.ca
Sent: October 29, 2020 12:30 PM
To: 'Debbie Giroux'
Cc: 'Summer Village of Silver Sands'
Subject: FW: Registration Open: Employment Law Seminar

Deb here is the other one, 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

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From: penny@onoway.ca <penny@onoway.ca>
Sent: October 29, 2020 9:15 AM
To: cao@onoway.ca
Subject: FW: Registration Open: Employment Law Seminar

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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From: Reynolds Mirth Richards & Farmer LLP <clientrelations@rmrf.com>

Sent: October 29, 2020 8:14 AM

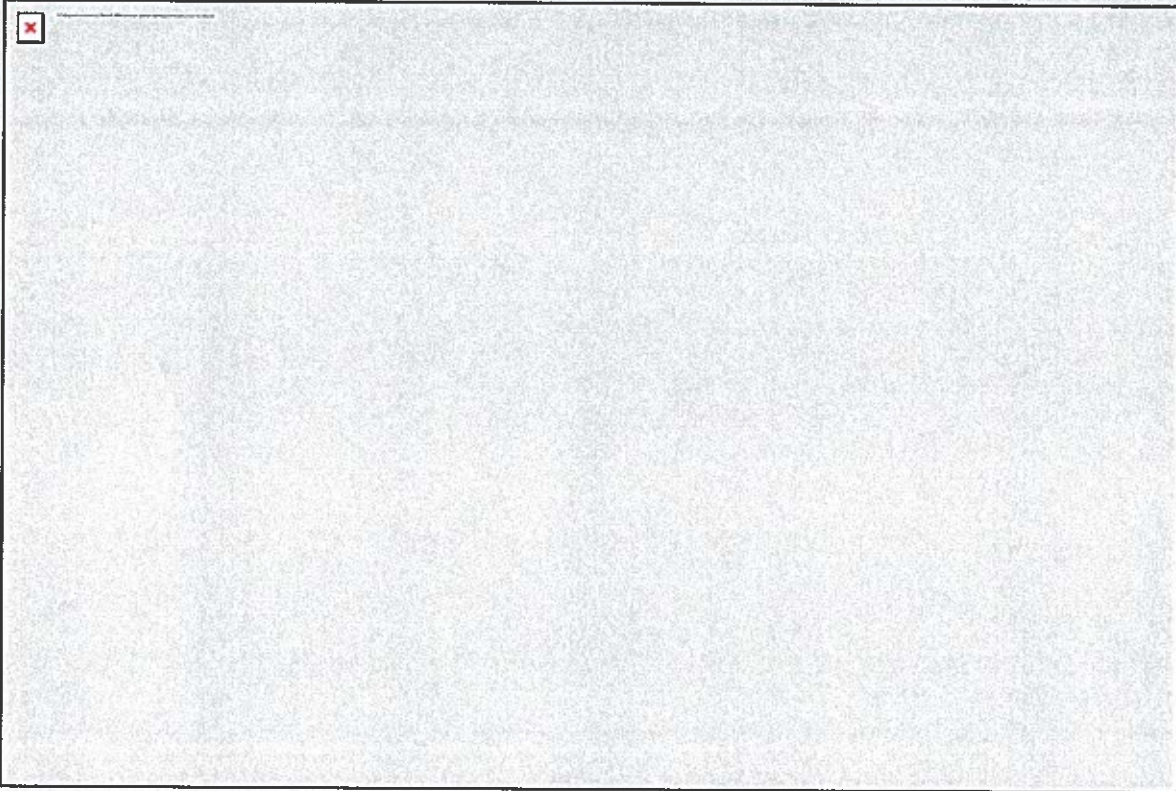
To: <info@onoway.ca>

Subject: Registration Open: Employment Law Seminar



EMPLOYMENT LAW SEMINAR

Alberta's Workplace in 2020



Our annual seminar boasts a lineup of timely topics focused on the legal landscape and how it relates to labour and employment in Alberta. Join our industry leaders for insightful sessions, including a look at emerging issues relating to the global pandemic, on an array of topics and gain useful tools to navigate Alberta's Workplace in 2020.

November 2020

19 & 20

Sign up to reserve your spot!

REGISTER



Breakout sessions range from 101 style classes to deep-dives from our Partners and Associates. The seminar will conclude with a full Q&A style panel session from RMRF Partners where attendees will have the opportunity to get answers to important questions facing them today.

[View Full List of Topics and Agenda](#)



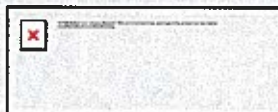
This seminar has been pre-approved by CPHR Alberta for 5 CPD hours.

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Manulife Place
Suite 3200-10180 101 St NW
Edmonton, AB T5J 3W8

+1 (780) 425-9510 | +1 (800) 661-7673

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Subject: FW: Save the Date: Emerging Trends in Municipal Law - Virtual
From: "cao@onoway.ca" <cao@onoway.ca>
Date: 10/13/20 12:00 pm
To: "administration@wildwillowenterprises.com" <administration@wildwillowenterprises.com>

2020 Save the Date Email.DOCX

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: Thompson, Prescilla <pthompson@brownleelaw.com>
Sent: October 8, 2020 8:38 AM
To: 'cao@onoway.ca' <cao@onoway.ca>
Subject: Save the Date: Emerging Trends in Municipal Law - Virtual

Dear Wendy,

You are invited to the following event:

BROWNLEE LLP PRESENTS: VIRTUAL 2021 EMERGING TRENDS IN MUNICIPAL LAW



BROWNLEE LLP
Barristers & Solicitors

SAVE THE DATE



EMERGING TRENDS IN MUNICIPAL LAW

The latest trends to keep building strong communities and adapt to challenging times.

Virtual Conference

February 11, 2021
February 18, 2021 &

Attend through Zoom on either day

BrownleeLaw.com



An Exclusive Legal Education Seminar for Municipal Elected Officials & Employees of Municipalities Only.

Webinar to be held via Zoom

No cost to attend; topics will be the same on both days.

Emerging Trends in Municipal Law

Date: Thursday, February 11, 2021

Time: 8:30am – Noon and 1:00pm – 3:30pm

Location: Online

- [Register here](#)

Free Registration

Emerging Trends in Municipal Law

Date: Thursday, February 18, 2021

Time: 8:30am – Noon and 1:00pm – 3:30pm

Location: Online

- [Register Here](#)

Free Registration

Presentation topics and the agenda will be released closer to the date.

We hope you can join us!

Brownlee LLP



PRESCILLA THOMPSON | MARKETING ASSISTANT | BROWNLEE LLP

MARKETING

m. 780-497-4800 | d. 780-970-5739 | f. 780-424-3254 | pthompson@brownleelaw.com

2200 COMMERCE PLACE | 10155 - 102 STREET | EDMONTON, AB T5J 4G8

Toll-Free. 800-661-9069 | www.brownleelaw.com

To help limit the spread of the COVID-19, the Brownlee LLP Edmonton and Calgary offices are closed to the public. Email, telephone, and video conferencing, including Zoom and Skype are the primary channels of communication for our clients with their lawyer instead of in-person meetings. Please refer to our [COVID-19 resource page](#) that features articles written by our lawyers that examine how COVID-19 is affecting different industries and municipalities.

Brownlee LLP would like the opportunity to send you invitations and legal news electronically. Please give us your permission by [clicking here](#).

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TOWN OF ONOWAY
 4812 - 51 STREET
 P. O. BOX 540
 ONOWAY, AB T0E 1V0
 (780) 967-5338



Invoice #	202000106
GST #	129873048RT0001
Date	2020-May-11
P.O. #	
Location	5403 LAC STE ANNE TRAIL SOUTH, ONOWAY,
Account #	203

ONOWAY, AB T0E 1V0

AR Invoice

Service Provided: WILDLAND FIRE - NWF JOB#2020-056							
Date of Service: 2020-04-27							
Code	Description	Quantity	Price	GST	Extended	GST	
FIRE INC. REC.	FIRE INCIDENT RECOVERY	1.0000	2,927.2400	0.00	2,927.24	<input type="checkbox"/>	
Subtotal					2,927.24		
Total GST					0.00		
Invoice Total					2,927.24		

INVOICE #1771

Terms : Net On Invoice A rate of 15.00% per annum (1.25% per month) interest will be charged on overdue accounts.

89

North West Fire Rescue - Onoway Ltd.

Box 1550
Onoway, Alberta T0E 1V0
Canada

INVOICE

Invoice No.: 1771
Date: 04/27/2020

Sold to:
Town of Onoway
Box 540
Onoway, AB T0E 1V0

Ship to:
Town of Onoway
Box 540
Onoway, AB T0E 1V0

Business No.: 803284728

Quantity	Description	Tax	Unit Price	Amount	
	JOB: 2020-056				
2	Pump 1	G	301.37	602.74	
32	KM Travel Pump 1	G	2.68	85.76	
1	Pump 2	G	301.37	301.37	
2	KM Travel Pump 2	G	2.68	5.36	
2	Rap Attack	G	204.60	409.20	
2	KM Travel Rap Attack	G	2.15	4.30	
2	Charlie 2 (Additional members & Expertise)	G	145.30	290.60	
2	Charlie 3 (Equipped with Wildland Firefighting Skids)	G	145.30	290.60	
9	Additional Fire Fighter hours (in addition to those included in unit rates)	G	63.60	572.40	
1	Forestry Hose (damaged during firefight)	G	225.50	225.50	
	WILDLAND FIRE				
	TYPE OF SERVICE: WILDLAND FIRE				
	ADDRESS: 5403 LAC STE ANNE TR S ONOWAY				
	Subtotal:			2,787.83	
	G - GST 5%				
	GST/HST			139.41	
				Total Amount	2,927.24
				Amount Paid	0.00
				Amount Owing	2,927.24

Thank you for your continued business support!

(90)

ONOWAY REGIONAL FIRE SERVICES



Structure Fire Vehicle Fire Wildland Fire
MVC Medical Aid HAZMAT

Incident Type: Residential Alarm Commercial Alarm

Permit Number (if applicable): _____ OTHER: _____

Incident Address: **5307 LAC STE ANNE TR S, ONOWAY** **RESET CALL TYPE**

Units Assigned: PUMP 1 PUMP 2 TENDER RAP

CHARLIE 1 CHARLIE 2 CHARLIE 3 OTHER

Travel: PUMP 1 PUMP 2 TENDER RAP

Mutual Aid Assigned: _____

Other Resources Called: **AHS** _____

RCMP Detachment: _____ Officer Name: _____ RCMP File #: _____

Consumables Used: _____

Damaged Equipment: _____

Contractor Equipment: _____

Incident Commander: _____

Signature: _____

ONOWAY REGIONAL FIRE SERVICES



Incident Report # **2020-056** Date: **April 27, 2020** AHS File # **C20051758**

Incident Description: (All incident types. All observations and tasks performed)

Example Format: 1435: ORFS is dispatched to a 31D03 for a 74 y/o female unconscious, fainting, not a
Pump 1 is assigned to the call.
1435: Pump 1 enroute with 4

1408: ORFS paged to outside fire Charlie priority. The caller is on scene (1st party). The fire has not been reported by the caller as extinguished. Non-residential buildings are being threatened by the fire. The fire is spreading.

1409: Charlie 2 (C2), Charlie 3 (C3) on route

1410: Pump 1 (P1) on route

1412: C2 On Scene. FC Ives IC. Fire spreading slowly. Some non-residential structures threatened. Several automobiles threatened & one burning.

1413: Rap Attack (Rap) on route

1414: Rap on scene. Rap tasked to start at north head work the west flank and attack the south head. Rap PAR: ALT Aiden, FF King, FF Wilhelm. C2 PAR: FC Ives

1418: C3 on scene. C3 tasked with east flank. C3 PAR: CPT Ives, CPT Lindstrom. Rap PAR: ALT Aiden, FF King, FF Wilhelm. C2 PAR: FC Ives

1420: IC completes second 360. Several civilians coughing. Requests AHS dispatched for assessment. All PTs Green

1421: AHS Ambulance on route

1423: P1 on scene. P1 tasked with extinguishing automobiles. Rap and C3 still working wildfire. P1 PAR: CPT Lindstrom, ALT Ives, FF Glover, FF Bullanoff. C3 PAR: CPT Ives, CPT Lindstrom. Rap PAR: ALT Aiden, FF King, FF Wilhelm. C2 PAR: FC Ives

1428: FIRE IS BEING HELD

1432: AHS ambulance on scene. Attendants requested to split up and check all civilians. IC leads medics to the two most-serious PT

1436: Pump 2 (P2) on route

1438: P2 on scene. P2 tasked with water re-fill. Fire under control. P1 & Rap beginning overhaul / mop up / controlling. Pump 1 PAR: CPT Lindstrom, ALT Ives, FF Glover, FF Bullanoff. Rap PAR: ALT Aiden, FF Sundmark, FF King, FF Wilhelm. P2 PAR: CPT Ives, IC: FC Ives

1504: All civilians assessed by AHS. All fire members declining AHS check. Ambulance released.

1514: FIRE EXTINGUISHED, CLEANING UP, Units WILL BE OFF SITE IN 20-30 MIN. Command transferred to CPT Ives

1537

Fire units off scene

Incident Commander Initials: **DI**

ONOWAY REGIONAL FIRE SERVICES



Structure Fire, Wildland Fire, Alarms

Incident Report # Date: AHS File #

Forcible Entry Performed: YES NO Access Location:

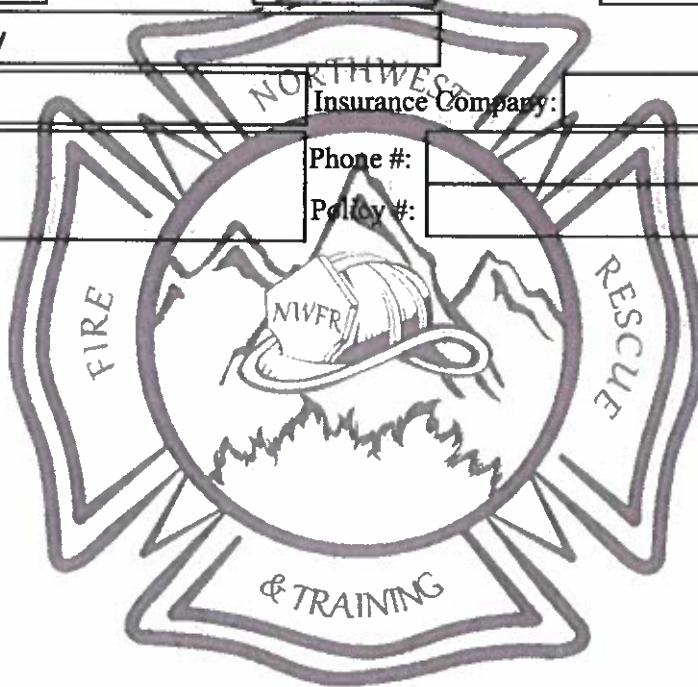
Weather

Temp: Wind Direction: Wind Speed:

Road Conditions:

Insurance Agent: Insurance Company:

Address: Phone #:
Policy #:



Incident Commander Initials:

GNOWAY REGIONAL FIRE SERVICES



Additional Information:



Incident Commander Initials:

DI

ONOWAY REGIONAL FIRE SERVICES



Billing Information:

Unit	Rate	Quantity	Total	Notes
PUMP 1	\$301.37	2	602.74	Additional personnel responding. Utilized to suppress multiple vehicle fires.
TRAVEL	\$2.68	32	85.76	
PUMP 2	\$301.37	1	301.37	Responding to scene for additional water supply.
TRAVEL	\$2.68	2	5.36	
TENDER	\$150.68	0	0	
TRAVEL	\$2.68	0	0	
RAP-ATTACK	\$204.60	2	409.2	Initial responding unit closes to scene, suppressed grass fire
TRAVEL	\$2.15	2	4.3	
CHARLIE 1	\$145.30	0	0	
CHARLIE 2	\$145.30	2	290.6	Additional members and expertise
CHARLIE 3	\$145.30	2	290.6	Equipped with wildland firefighting skid
OTHER			0	
ADDITIONAL FIREFIGHTERS	\$63.60	9	572.4	Extra firefighter hours (in addition to those included in unit rates)
CONSUMABLES	225.50	1	225.5	Forestry Hose (damaged during firefight)
			0	

Grand Total: **\$ 2,787.83**

Charge No Charge Medical

Incident Commander Initials: **DI**

debbie@onoway.ca

From: Judy Tracy <jtracy@onoway.ca>
Sent: October 29, 2020 3:43 PM
To: Wendy Wildman; Debbie Giroux
Cc: Jason Madge
Subject: Fwd: Infrastructure Funding
Attachments: Infrastructure Funding Letter.pdf; Untitled attachment 00240.htm

Sent from my iPad

Begin forwarded message:

From: MA.MSICapitalGrants@gov.ab.ca
Date: October 29, 2020 at 3:11:10 PM MDT
To: Judith Tracy <jtracy@onoway.ca>
Subject: Infrastructure Funding

Please see the attached letter from Honourable Tracy L. Allard, Minister of Municipal Affairs.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Grande Prairie*

AR103014

Dear Chief Elected Official,

As you are aware, our province is facing some very challenging economic circumstances. Resource revenues are lower than they were in the early 1970s, while expenses are higher than anticipated due to the need to respond to the COVID-19 pandemic. This will cause financial challenges that will be felt for many years.

In light of these economic circumstances, Alberta may not be able to sustain our current levels of infrastructure and operating spending. We are already planning for Budget 2021; there will be some difficult choices the province must make to ensure Alberta's finances are sustainable over the long-term.

Having met with many municipalities recently, I understand your communities are also facing significant challenges. I will ensure your views are represented as we plan the provincial budget. In the meantime, I strongly encourage you to make certain all of your capital spending is used to support critical infrastructure that will benefit future generations of Albertans and position your community to participate in our economic recovery.

I look forward to working with you to create a sustainable and prosperous future for our province and our communities.

Sincerely,

Tracy L. Allard
Minister

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

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From: Mike Yakemchuk <myalta30335@gmail.com>

Sent: October 30, 2020 3:39 PM

To: Wendy Wildman <cao@onoway.ca>

Cc: Joe Blakeman <JBlakeman@lsac.ca>; Garth Ward <gwnps@telus.net>; Steve Hoyda <shoyda@lsac.ca>; 'Michael Harney' <sneeks@hotmail.ca>; Gordon Drybrough <drybrough1994@gmail.com>; tremblayj@xplornet.com; 'Glen Usselman' <glen@lfservices.ca>; Summer Village of Sandy Beach <svsandyb@xplornet.ca>; svsunrisebeach@wildwillowenterprises.com; Joe Duplessie <jduplessie@lsac.ca>; bhartman@lsac.ca; McDonnell, John <jmcdonnell@brownleelaw.com>

Subject: Darwell Phase A Project

Wendy

The Summer Villages of Sunrise Beach and Sandy Beach have requested that they have more time to evaluate the financial implications of the Project, therefore we will not be scheduling a meeting with the Town of Onoway in the near future to discuss and review the Wastewater Services Agreement.

We will keep you advised on the status of the Project.

ALL please note the NEW EMAIL ADDRESS for Myalta Ventures Ltd. Myalta30335@gmail.com

M.T. (Mike) Yakemchuk, P.Eng.
Myalta Ventures Ltd.

25 Bocock Place
St Albert, aB
T8N 2K3
Cell: 780-231-3698

debbie@onoway.ca

From: cao@onoway.ca
Sent: October 19, 2020 5:23 PM
To: debbie@onoway.ca
Cc: 'Jason Madge'
Subject: FW: 2019 Municipal Indicators
Attachments: ADM_Letter.pdf

Deb – pls have letter and any graphs pertaining to us on our next agenda (and comparable to 2019 if applicable)

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: municipalservicesandlegislation@gov.ab.ca <municipalservicesandlegislation@gov.ab.ca>
Sent: October 19, 2020 4:47 PM
To: cao@ <onoway.ca cao@onoway.ca>
Subject: 2019 Municipal Indicators

Attention: CAOs

Please see attached letter.

100

Subject: 2019 Municipal Indicators Results

Dear Chief Administrative Officer

Beginning in 2017, the ministry started reporting on a new performance measure, which identified the percentage of municipalities that were deemed to be "not at risk" based on financial and governance risk indicators. This performance measure was developed in consultation with stakeholders, and will be used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

Each of the thirteen indicators has a defined benchmark, and a municipality will be deemed "not at risk" as long as it does not trigger a critical indicator (Indicators 1 and 2) or three or more non-critical indicators (Indicators 3 to 13). Municipal Affairs will publish the 2019 Municipal Indicator Results report for municipalities that are deemed "at risk" on the open government portal in early 2021.

The ministry has compiled and verified the data collected from Alberta's municipalities for the 2019 financial year and is pleased to inform you that your municipality did not trigger the required number of indicators to appear in this year's Municipal Indicator Results report.

The municipal indicator results from 2016 to 2019 for all municipalities are now available on the online Municipal Indicator Dashboard on the Municipal Indicators webpage (www.alberta.ca/municipal-indicators.aspx).

If you would like to discuss your results or the potential future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at lgsmail@gov.ab.ca.

Yours truly,

**Gary Sandberg
Assistant Deputy Minister**

Municipal Indicators

Find out more about how each municipal indicator is calculated and what the results mean

Each indicator is intended to measure a specific aspect of the municipality's governance, finances, or community.

Each indicator has a defined benchmark. The benchmarks established by Municipal Affairs for each indicator are rules of thumb that provide a general indication of acceptable risk; however, a municipality may have unique circumstances or alternative strategies that justify a different result.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
<p>Audit Outcome Audit report in the municipality's audited annual financial statements.</p>	<p>The audit report does not identify a going concern risk or denial of opinion.</p>	<p>The municipal auditor has been able to complete the audit and express an opinion, and has not identified a specific concern about the ability of the municipality to meet its financial obligations.</p>	<p>Follow auditor recommendations to resolve denial of opinion issues. Consider obtaining professional financial consulting services or requesting a viability review to address going concern issues.</p>
<p>Legislation-Backed Ministry Interventions Interventions authorized by the Minister of Municipal Affairs in accordance with the Municipal Government Act, such as a viability review, or where directives have been issued pursuant to an inspection.</p>	<p>The municipality has not been the subject of a Municipal Affairs intervention.</p>	<p>Municipal Affairs is not undertaking formal intervention with respect to the municipality. The Minister typically intervenes only when requested by a council or through a petition, and only issues directives in cases where significant concerns are evident.</p>	<p>Complete Minister-directed processes and actions.</p>

See the indicator results at alberta.ca/municipal-indicators.aspx

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Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
<p>Tax Base Ratio Tax base ratio is the proportion of the total municipal tax revenue generated by residential and farmland tax base, regardless of whether it is municipal property taxes, special taxes, or local improvement taxes.</p>	<p>The municipality's residential and farmland tax revenue accounts for no more than 95 per cent of its total tax revenue.</p>	<p>The municipality is able to rely in some measure on its non-residential tax base to generate a portion of its tax revenues. These properties are typically taxed at a higher rate than residential and farm properties.</p>	<p>Ensure taxes on residential and farm properties are sufficient to meet budgeted expenditure requirements.</p>
<p>Tax Collection Rate The ability of the municipality to collect own-source revenues, including property taxes, special taxes, local improvement taxes, well drilling equipment taxes, and grants-in-place-of-taxes.</p>	<p>The municipality collects at least 90 per cent of the municipal taxes (e.g. property taxes, special taxes) levied in any year.</p>	<p>The municipality is able to collect its tax revenues and use those funds to meet budgeted commitments and requisitioning obligations.</p>	<p>Review tax collection and recovery policies and processes.</p>
<p>Population Change The change in population of the municipality over the past ten years based on the Municipal Affairs Population List.</p>	<p>The population has not declined by more than 20 per cent over a ten-year period. Summer villages and improvement districts are excluded from this measure because they typically have little or no permanent population.</p>	<p>The population of the municipality is stable or growing.</p>	<p>Consider how services and infrastructure can be scaled down to accommodate reduced demands.</p>

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
<p>Current Ratio The ratio of current assets (cash, temporary investments, accounts receivable) to current liabilities (accounts payable, temporary borrowings, current repayment obligations on long-term borrowings).</p>	<p>The ratio of current assets to current liabilities is greater than one. This indicator is not measured if the municipality's total assets exceed current assets by a factor of two or more; these municipalities typically have significant financial resources including long-term investments, but manage with minimal current assets.</p>	<p>The municipality is able to pay for its current financial obligations using cash or near-cash assets.</p>	<p>Consider increasing revenues or reducing costs to provide additional working capital.</p>
<p>Accumulated Surplus The total assets of the municipality net of total debt, excluding tangible capital property and debts related to tangible capital property.</p>	<p>The municipality has a positive (above zero) surplus. An accumulated deficit is a violation of Section 244 of the Municipal Government Act. Municipalities in a deficit position are required to recover the shortfall in the next year.</p>	<p>The municipality has more operational assets than liabilities, which generally provides the municipality with cash flow to meet ongoing obligations and manage through lean periods of the year where costs may exceed revenues.</p>	<p>Consider increasing revenues or reducing costs to provide additional surplus and maintain working capital.</p>
<p>On-Time Financial Reporting Whether the municipality has completed submission its annual financial statements and financial information returns to Municipal Affairs by the legislated due date.</p>	<p>The municipality's financial statements and financial information returns for the preceding calendar year are received by Municipal Affairs no later than May 1. Financial reporting is an important aspect of municipal accountability to its residents and businesses.</p>	<p>The municipality is preparing its audited financial reports on a timely basis.</p>	<p>Consider additional resources to complete year end accounting on a timely basis.</p>

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
<p>Debt to Revenue Percentage The total amount of municipal borrowings, including long term capital leases, as a percentage of total municipal revenues.</p>	<p>The municipality's total borrowings represent less than 120 per cent (160 per cent for municipalities with a higher regulated debt limit) of its total revenue.</p>	<p>The municipality has maintained reasonable levels of borrowing debt.</p>	<p>Review anticipated funding sources for debt repayments to ensure borrowing commitments can be met.</p>
<p>Debt Service to Revenue Percentage The total cost of making scheduled repayments (including interest) on borrowings as a percentage of total municipal revenues.</p>	<p>The municipality's total costs for borrowing repayments do not exceed 20 per cent (28 per cent for municipalities with a higher regulated debt limit) of its total revenue.</p>	<p>The municipality has assumed a reasonable level of borrowing repayment obligations.</p>	<p>Review anticipated funding sources for debt repayments to ensure borrowing commitments can be met.</p>
<p>Infrastructure Investment – Asset Sustainability Ratio The total cost of annual additions (through purchases or construction) to tangible capital assets (vehicles, equipment, buildings, roads, utility infrastructure, land) relative to the annual amortization (depreciation) on all tangible capital assets - measured as a five year average.</p>	<p>The municipality's average capital additions exceed the average amortization (depreciation).</p>	<p>The municipality is replacing its existing tangible capital assets and investing in new assets and infrastructure at a rate exceeding the estimated wear or obsolescence of its existing assets.</p> <p>This measure does not account for the effects of inflation; typically, replacement costs for new assets exceed the historic cost of existing assets.</p>	<p>Review asset replacement activities over past years and anticipated capital additions in future years to ensure average annual additions exceed average annual amortization. Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.</p>

Indicator and Description	Expected Result	What It Means	Suggested Follow Up For Exceptions
<p>Infrastructure Age – Net Book Value of Tangible Capital Assets The net book value of tangible capital assets as a percentage of the total original costs. Net book value is the original purchase cost less amortization (depreciation).</p>	<p>The net book value of the municipality's tangible capital assets is greater than 40 per cent of the original cost.</p>	<p>The municipality is replacing existing assets on a regular basis. If the municipality is adding new services or expanded facilities and infrastructure, it would be expected that the ratio would be higher than 40 per cent.</p>	<p>Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.</p>
<p>Interest in Municipal Office The number of candidates running in the most recent municipal election relative to the total number of councillor positions up for election.</p>	<p>The number of candidates exceeded the number of councillor positions.</p>	<p>The ratio of candidates to total council positions measures the willingness of electors to run for municipal office.</p>	<p>Consider increased focus on community engagement.</p>

Town of Onoway

2019

AUDIT OUTCOME

No Concern

MINISTRY INTERVENTI...

No

TAX BASE BALANCE

48.64%

TAX COLLECTION RATE

96.91%

POPULATION CHANGE

0.78%

CURRENT RATIO

1.37

ACCUMULATED SURPLUS...

\$545,443

ON-TIME FIN...

Yes

DEBT TO REVENUE PERC...

50.80%

DEBT SERVICE TO REVEN...

4.99%

INVESTMENT IN INFRASTRUCTURE

2.18

INFRASTRUCTURE AGE

60.52%

INTEREST IN MUNICIPAL OFFICE

N/A

Note: The Municipal Indicator Dashboard uses a broad range of data collected by Municipal Affairs; and includes financial, governance and community inputs that are derived from information provided by municipalities through their audited financial statements, municipal election results, population affidavits as well as a count of instances whereby the Minister was required to intervene.

Each indicator has a defined benchmark. If a municipality fails to achieve that benchmark, the values are displayed in "red." A value of "N/A" means the municipality has been excluded from that indicator. A municipality is deemed to be "at risk" if it triggers one critical indicator (Audit Outcome or Ministry Intervention) or three or more of the remaining eleven non-critical indicators. For detailed information regarding indicators and results, please refer to the annual [Municipal Indicator Results](#).

Sunday, November 1, 2020 07:58:37 PM

Town of Onoway

2018

AUDIT OUTCOME

No Concern

MINISTRY INTERVENTI...

No

TAX BASE BALANCE

51.95%

TAX COLLECTION RATE

95.15%

POPULATION CHANGE

17.60%

CURRENT RATIO

0.99

ACCUMULATED SURPLUS...

\$290,947

ON-TIME FIN...

Yes

DEBT TO REVENUE PERC...

54.20%

DEBT SERVICE TO REVEN...

5.07%

INVESTMENT IN INFRASTRUCTURE

2.39

INFRASTRUCTURE AGE

62.06%

INTEREST IN MUNICIPAL OFFICE

N/A

Note: The Municipal Indicator Dashboard uses a broad range of data collected by Municipal Affairs; and includes financial, governance and community inputs that are derived from information provided by municipalities through their audited financial statements, municipal election results, population affidavits as well as a count of instances whereby the Minister was required to intervene.

Each indicator has a defined benchmark. If a municipality fails to achieve that benchmark, the values are displayed in "red." A value of "N/A" means the municipality has been excluded from that indicator. A municipality is deemed to be "at risk" if it triggers one critical indicator (Audit Outcome or Ministry Intervention) or three or more of the remaining eleven non-critical indicators. For detailed information regarding indicators and results, please refer to the annual [Municipal Indicator Results](#).

Sunday, November 1, 2020 07:58:37 PM

debbie@onoway.ca

From: cao@onoway.ca
Sent: October 21, 2020 12:22 PM
To: 'Judy Tracy'; 'Debbie Giroux'
Cc: 'Shelley Vaughan'; 'Jason Madge'; 'Lisa Johnson'; 'Lynne Tonita'; 'Jeff Mickle'; 'Pat St.Hilaire'
Subject: RE: Introducing a special support for your community

Thanks Judy.

Deb – let put this for information on our next agenda.

Shel – please put on our website and email to all our Community Group contacts.

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: Judy Tracy <jtracy@onoway.ca>
Sent: October 20, 2020 11:43 AM
To: Wendy Wildman <cao@onoway.ca>; Debbie Giroux <debbie@onoway.ca>
Cc: Shelley Vaughan <shelley@onoway.ca>; Jason Madge <jason@onoway.ca>; Lisa Johnson <ljohnson@onoway.ca>; Lynne Tonita <ltonita@onoway.ca>; Jeff Mickle <jmickle@onoway.ca>; Pat St.Hilaire <psthilaire@onoway.ca>
Subject: Fwd: Introducing a special support for your community

Sent from my iPad

Begin forwarded message:

From: Dan Rude <drude@auma.ca>
Date: October 20, 2020 at 10:03:48 AM MDT
To: Undisclosed recipients;;
Subject: Introducing a special support for your community

1109

Good morning Elected Officials,

We are excited to announce a special new resource to support Alberta's not-for-profit sector.

Introducing Michele Aasgard

AUMA recognizes that not-for-profits are a vital part of the fabric of our communities.

Accordingly, we are delighted to welcome Michele Aasgard to the newly created role of Director of Client Development, Not-for-profit. Michele brings a commitment to AUMA's important not-for-profit Associate members, supporting their ongoing development as vibrant contributors to the communal good.

Prior to starting at AUMA in March, Michele spent 16 years as Executive Director of the Alberta Community and Cooperative Association. Her rich experience in and extensive knowledge of not-for-profits ensures AUMA is best positioned to meet your community's needs and expectations.

How Michele Can Help Not-for-Profits

All our members are important to us, regardless of the sector they work in.

Michele's collaborative efforts will assist AUMA in creating a resource hub to help not-for-profits build a stronger community. Furthermore, Michele will help AUMA develop inexpensive flexible business services meeting their unique needs, such as tailored employee benefits products that may otherwise be unobtainable or cost prohibitive.

Last week we announced the not-for-profit [Board Development Program](#) in partnership with the Government of Alberta. This is a free educational opportunity delivered by board governance experts.

Please watch for new information, services, and opportunities to collaborate with Michele.

When you forward this e-mail to your local organizations, you will be helping your community thrive. We invite you to visit our special new not-for-profits webpage at auma.ca/notforprofits.

You can contact Michele at maasgard@auma.ca or by calling her direct at 780.989.7403. She would love to hear from you!

Additionally, please follow AUMA on [Twitter](#), [Facebook](#), and [LinkedIn](#), and subscribe to our weekly [Digest newsletter](#) for updates.

Yours truly,

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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