

**AGENDA FOR THE REGULAR MEETING OF
THE COUNCIL OF THE TOWN OF ONOWAY
HELD ON THURSDAY, FEBRUARY 8, 2024 IN THE COUNCIL CHAMBERS OF THE
ONOWAY CIVIC CENTRE AND VIRTUALLY VIA ZOOM
COMMENCING AT 9:30 A.M.
MEETING IS BEING AUDIO/VIDEO RECORDED**

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation:

*THAT the February 8, 2024 Regular Council Meeting agenda be approved
as presented*

or

*THAT the February 8, 2024, Regular Council Meeting agenda be approved
with the following amendment(s) (as noted at meeting time)*

3. ADOPTION OF MINUTES

P91-6 a) January 25, 2024 Regular Council Meeting

Recommendation:

*THAT the January 25, 2024 Regular Council Meeting minutes be approved
as presented*

or

*THAT the January 25, 2024 Regular Council Meeting minutes be approved
with the following amendment(s) (as noted at meeting time)*

4. APPOINTMENTS/PUBLIC HEARINGS – n/a

5. FINANCIAL REPORTS – n/a

6. POLICIES & BYLAWS

P97-13 a) Student Bursary Policy – A Request for Decision is attached

Recommendation:

THAT Council approved the Policy C-COU-SBU-1 – Student Bursary Policy as presented

or

some other direction as given by Council at meeting time

P914-24 b) Bylaw 807-24 – Land Use Bylaw Amendment

Recommendation:

THAT Bylaw # 807-24 the Land Use Bylaw Amendment Bylaw be given first Reading and

THAT, if first reading is given, that a public hearing for Bylaw 807-24 be set for March 28, 2024

or

some other direction as given by Council at meeting time

7. ACTION ITEMS

P925-27^a) Lac Ste. Anne County (LSAC) and Town of Onoway Mutual Aid Fire Agreement Amending Agreement – A Request for Decision is attached

Recommendation:

THAT Council approve the Mutual Aid Fire Agreement with Lac Ste Anne County as presented which amends Appendix "A" Fee Schedule

or

some other direction as given by Council at meeting time

Pg 28-30 b) AB Munis Spring 2024 Municipal Leaders Caucus – A Request for Decision is attached

Recommendation:

THAT Council authorize one or two Councillors to accept the 2024 Municipal Leaders Caucus with costs to be reimbursed as per policy

and

THAT Council as a Whole attend the meeting with Minister McIver in Edmonton during the 2024 Municipal Leaders Caucus with expenses to be reimbursed as per policy

or

some other direction as given by Council at meeting time

Pg 37-41 c) Alberta Beach Snowmobile Club Request for Donation – A Request for Decision is attached

Recommendation:

THAT Council request the Alberta Beach Snowmobile Club attend Council at their convenience to provide additional detail of the financial request

or

THAT Council approve the amount \$ ____ to donate to the Alberta Beach Snowmobile Club

or

some other direction as given by Council at meeting time

Pg 42-43 d) Lac Ste. Anne County FCSS Process – A Request for Decision is attached

Recommendation:

THAT Council accepts the information presented regarding Lac Ste. Anne County FCSS Process

or

some other direction as given by Council at meeting time

e)

f)

8. COUNCIL, COMMITTEE & STAFF REPORTS

- a) Mayor's Report
- b) Deputy Mayor's Report
- c) Councillor's Reports (x 3)
- Pg 44 d) Chief Administrative Officer Report – attached

Pg 45 e) Corporate and Community Services Director's Report – attached

Pg 46 f) Public Works Report - attached

Recommendation:

THAT the Council written and verbal reports be accepted for information as presented

or

some other direction as given by Council at meeting time

9. INFORMATION ITEMS

Pg 47 a) Town of Onoway Development Officer - February 8, 2024 report from Tony Sonnleitner

Pg 48-49 b) Pembina Flaring Activity Notice – January 22, 2024 letter from Corey Aldrich

Pg 50-51 c) Community Futures Yellowhead East (CFYE) – December 21, 2023 minutes

Pg 52-57 d) Alberta Municipal Affairs Assessment Branch Update – January 2024

Pg 58 e) Community Futures Yellowhead East (CFYE) – January 26, 2024 email from Michelle Jones, Executive Director regarding Online Learning Project Pilot Test

f)

Recommendation:

THAT Council accept the above noted items for information

10. CLOSED SESSION – Pursuant to Section 197(2) of the Municipal Government Act and Section 16(1)(c) FOIP

“Disclosure harmful to business interests of a third party (Labour)”

11. ADJOURNMENT

12. UPCOMING EVENTS:

- | | |
|---|-----------|
| - February 22, 2024 – Regular Council Meeting | 9:30 a.m. |
| - March 14, 2024 – Regular Council Meeting | 9:30 a.m. |
| - March 28, 2024 – Regular Council Meeting | 9:30 a.m. |
| - April 11, 2024 – Regular Council Meeting | 9:30 a.m. |

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JANUARY 25, 2024
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

	PRESENT	<p>Mayor: Lenard Kwasny Deputy Mayor: Lisa Johnson Councillor: Bridgitte Coninx Councillor: Robin Murray Councillor: Sheila Pockett</p> <p>Administration: Gino Damo, Director of Corporate and Community Services Debbie Giroux, Recording Secretary</p>
	ABSENT	<p>Administration: Jennifer Thompson, Chief Administrative Officer</p>
1.	CALL TO ORDER	<p>Mayor Lenard Kwasny called the meeting to order at 9:30 a.m., advised that the meeting will be recorded and acknowledged that the meeting was being held on Treaty 6 Land.</p>
2.	AGENDA Motion #013/24	<p>MOVED by Councillor Bridgitte Coninx that Council adopt the agenda of the Regular Council meeting of Thursday, January 25, 2024 with the following additions:</p> <p>7d) 3 Mules Spring Caucus 2024-Meeting with Minister McIver – requested by Director Damo</p> <p>7e) Donation Request from CC Fitness – requested by Director Damo</p> <p>8) Public Works Verbal report (after Cpl. Auld) – requested by Director Damo</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES Motion #014/24	<p>MOVED by Councillor Robin Murray that the January 11, 2024 Regular Council Meeting minutes be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS/PUBLIC HEARINGS Motion #015/24	<p>Cpl. Justin Auld, RCMP, Parkland Detachment attended the meeting from 9:35 a.m. until 10:10 a.m.</p> <p>MOVED by Councillor Bridgitte Coninx that Council accept the discussion with Cpl. Auld for information.</p> <p style="text-align: right;">CARRIED</p> <p>Council moved to Staff Reports at 10:10 a.m.</p>
8.	COUNCIL, COMMITTEE AND STAFF REPORTS	<p>Public Works Manager Gary Mickalyk attended the meeting from 10:10 until 10:25 a.m. and presented a verbal public works report.</p>



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REGULAR COUNCIL MEETING MINUTES
THURSDAY, JANUARY 25, 2024
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

5.	FINANCIAL REPORTS	n/a
6.	POLICIES AND BYLAWS	
	Motion #016/24	MOVED by Councillor Bridgitte Coninx that Bylaw 808-24 the Waste Collection Bylaw be given first reading. CARRIED
	Motion #017/24	MOVED by Deputy Mayor Lisa Johnson that Bylaw 808-24 the Waste Collection Bylaw be given second reading. CARRIED
	Motion #018/24	MOVED by Councillor Robin Murray that Bylaw 808-24 the Waste Collection Bylaw be unanimously considered for third reading at this meeting. CARRIED UNANIMOUSLY
	Motion #019/24	MOVED by Councillor Sheila Pockett that Bylaw 808-24 the Waste Collection Bylaw be given third reading and adopted. CARRIED
	Motion #020/24	MOVED by Councillor Bridgitte Coninx that Bylaw 809-24 the Fees and Charges Bylaw be given first reading. CARRIED
	Motion #021/24	MOVED by Councillor Robin Murray that Bylaw 809-24 the Fees and Charges Bylaw be given second reading. CARRIED
	Motion #022/24	MOVED by Councillor Sheila Pockett that Bylaw 809-24 the Fees and Charges Bylaw be unanimously considered for third reading at this meeting. CARRIED UNANIMOUSLY
	Motion #023/24	MOVED by Deputy Mayor Lisa Johnson that Bylaw 809-24 the Fees and Charges Bylaw be given third reading and adopted. CARRIED
7.	ACTION ITEMS	
	Motion #024/24	MOVED by Deputy Mayor Lisa Johnson that the January 10, 2024 letter outlining the 2023 Audit Plan from Philip Dirks, Metrix Group, Auditor for the Town of Onoway, be acknowledged as received and that Council is aware that they are to contact the Auditor directly if they have concerns regarding any actual, suspected or alleged fraud affecting the Town. CARRIED

DRAFT

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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JANUARY 25, 2024
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

DRAFT

	Motion #025/24	<p>MOVED by Deputy Mayor Lisa Johnson that the Town of Onoway approve the recommendation from the Town of Onoway Library Board to reappoint Shirley Boissonnault as a board member at large to the Town of Onoway Library Board for a second term of 3 years (from February 1, 2024 until February 1, 2027).</p> <p style="text-align: right;">CARRIED</p>
	Motion #026/24	<p>MOVED by Deputy Mayor Lisa Johnson that the Town of Onoway approve the recommendation from the Town of Onoway Library Board to reappoint Heather Breitkreuz as a board member at large to the Town of Onoway Library Board for a second term of 3 years (from February 1, 2024 until February 1, 2027).</p> <p style="text-align: right;">CARRIED</p>
	Motion #027/24	<p>MOVED by Councillor Robin Murray that Council authorize Mayor Lenard Kwasny, Deputy Mayor Lisa Johnson, CAO Jennifer Thompson and Dale Johnson (Onoway Economic Development and Tourism Committee Chair) to attend the Growth Alberta Socio-Economic meeting on February 5 and 6, 2024 in Whitecourt.</p> <p style="text-align: right;">CARRIED</p>
	Motion #028/24	<p>MOVED by Councillor Robin Murray that Council defer their decision regarding attending the March 14-15, 2024 Alberta Muni's Spring Caucus pending review of further agenda information from administration, at a future Council meeting.</p> <p style="text-align: right;">CARRIED</p>
	Motion #029/24	<p>MOVED by Councillor Bridgitte Coninx that Council request a meeting with Minister McIver during the 2024 Alberta Munis Spring Caucus to discuss:</p> <ol style="list-style-type: none"> 1) Costs for municipalities to enforce Provincial rules as set out in the MGA (example Code of Conduct enforcement; disqualified Councillors); 2) Distribution of casino funds; 3) Need for Provincial legislation for dual callout that the closest responder responds to emergency highway calls <p style="text-align: right;">CARRIED</p>
	Motion #030/24	<p>MOVED by Deputy Mayor Lisa Johnson that administration provide promotional items for CC Fitness for their Fun Walk/Run taking place during Snow Mo Days, Family Day Weekend 2024.</p> <p style="text-align: right;">CARRIED</p>

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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JANUARY 25, 2024
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8.	COUNCIL, COMMITTEE AND STAFF REPORTS Motion #031/24	<p>MOVED by Councillor Bridgitte Coninx that the Council and staff written and verbal reports be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
9.	INFORMATION ITEMS Motion #032/24 Motion #033/24	<p>MOVED by Deputy Mayor Lisa Johnson that administration provide promotional items for the fundraiser for Mikayla Ironside's trip to the World Agility Open in the Netherlands.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that Council accept the following items for information:</p> <ul style="list-style-type: none"> a) West Inter Lake District (WILD) Regional Water Services Commission – January 5, 2024 letter from Manager Dwight Moskalyk regarding launch of stakeholder newsfeed and notice program b) Summer Village of South View – January 3, 2024 letter from ASAO Angela Duncan advising of the results of the by-election and Committee appointments c) Alberta Justice – Community Justice Centre (CJC) Engagement – What We Heard Report (submitted to the Federal Government) d) Community Futures Yellowhead East (CFYE) – January 22, 2024 email from Michelle Jones regarding Small Business Continuity and Disaster Recovery Toolkits e) Community Futures Yellowhead East (CFYE) – October 19, 2023 Minutes f) Mikayla Ironside Agility Fundraising – January 12, 2024 letter from Jim Kennedy requesting support for a Bucket Draw auction to fundraise for the World Agility Open in the Netherlands g) Alberta Municipalities – January 18, 2024 email from Dan Rude, CEO, enclosing the 2023 Year in Review h) Alberta Public Safety and Emergency Services – January 18, 2024 email requesting input into police governance and providing dates of information sessions (Police Amendment Act) <p style="text-align: right;">CARRIED</p>

UNAPPROVED

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JANUARY 25, 2024
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

10.	CLOSED SESSION Motion #034/24	<p>MOVED by Councillor Bridgitte Coninx that, pursuant to Section 197(2) of the Municipal Government Act, and Section 16(1)(c)(i) FOIP, Council move into a Closed Session at 11:35 a.m. to discuss the following items:</p> <p>Land (disclosure harmful to business interests of a third party)</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 11:35 a.m. to 11:37 a.m. to allow the Recording Secretary to leave the meeting.</p> <p>CLOSED SESSION: The following individuals were present for the Closed Session: Mayor Lenard Kwasny Deputy Mayor Lisa Johnson Councillor Bridgitte Coninx Councillor Robin Murray Councillor Sheila Pochet Gino Damo, Director of Corporate and Community Services</p>												
	Motion #035/24	<p>MOVED by Councillor Bridgitte Coninx that Council move out of Closed Session at 11:48 a.m.</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 11:48 a.m. to 11:50 a.m. to allow the Recording Secretary to return to the meeting.</p>												
	Motion #036/24	<p>MOVED by Councillor Robin Murray that Council confirm the sale of property: 4907 Lac Ste. Anne Trail, Plan 6288BZ Block 2 Lot 18.</p> <p style="text-align: right;">CARRIED</p>												
11.	ADJOURNMENT	As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 11:53 a.m.												
12.	UPCOMING EVENTS	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">February 8, 2024</td> <td style="width: 33%;">Regular Council Meeting</td> <td style="width: 33%;">9:30 a.m.</td> </tr> <tr> <td>February 22, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>March 14, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>March 28, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> </table>	February 8, 2024	Regular Council Meeting	9:30 a.m.	February 22, 2024	Regular Council Meeting	9:30 a.m.	March 14, 2024	Regular Council Meeting	9:30 a.m.	March 28, 2024	Regular Council Meeting	9:30 a.m.
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(5)

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JANUARY 25, 2024
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

Mayor Lenard Kwasny

Debbie Giroux
Recording Secretary

UNAPPROVED

6



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	February 8, 2024
Presented By:	Gino Damo, Director of Corporate and Community Services
Title:	Student Bursary Policy

BACKGROUND / PROPOSAL

During the 2024 budget deliberations, Council briefly discussed a policy surrounding the administration of student bursaries and that Administration bring forward a student bursary policy.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Administration proposes a student bursary policy that provides a framework and guidance on the administration of student bursaries. Also, in creating the attached policy Administration reviewed and applied best practices from several municipalities bursary policies.

The attached policy's purpose is to provide financial assistance to Onoway High School students who are entering or enrolled in a qualified post-secondary institution; this includes universities, trade schools and colleges, etc.

The policy proposes to award a bursary amount of \$500 to a maximum of three recipients annually; this value and number may be reviewed by Council when required. If Council chooses the proposed value and number, Administration anticipates bursary expenses to be above budget by year end as this also includes the leadership awards that the town sponsors for the Onoway Jr/Sr. High School.

Also, Council will have full authority in the selection of the recipients.

Additionally, the policy contains primary and secondary considerations along with criteria that will assist Council in selection of the recipients.

Deadlines dates are as follows:

- The availability of the bursary will be advertised annually from March to May each year.
- Applications are to be submitted with accompanying documentation electronically to info@onoway.ca or in-person at the Town office no later than June 1 at 11:59 pm of the current year.
- Awards to be disbursed by the Town of Onoway to the recipient by August 31, annually.

Administration recommends that the policy be reviewed every four years as well as considering adding overhead.

The attached student bursary application is a draft version for Council to review and amend accordingly and will be a separate document from the policy in order to update over time.

STRATEGIC ALIGNMENT

Financial Sustainability
Good Governance

COSTS / SOURCE OF FUNDING

As noted above.

RECOMMENDED ACTION

- That Council approve the Policy C-COU-SBU-1- Student Bursary Policy as presented.
- (Or some other direction as given by Council at meeting time).

ATTACHMENTS

1. Draft Student Bursary Policy- C-COU-SBU-1.
2. Draft Onoway Student Bursary Application.



Town of Onoway

Council Policy

Number	Title		
C-COU-SBU-1 12.3.13.2	Student Bursary		
Approval	Originally Approved		Last Revised
	Resolution No:		Resolution No:
	Date:		Date:
			Resolution No:
			Date:
			Resolution No:
			Date:

Purpose

To provide financial assistance to Onoway High School students who are entering or enrolled in a qualified post-secondary institution.

Policy Statement

The Town of Onoway is committed to providing financial assistance to deserving and qualified students within the community who are entering or enrolled in a qualified post-secondary institution.

Definitions

For the purposes of this policy:

- a) "Chief Administrative Office" means the Chief Administrative Officer as appointed by Council or the Chief Administrative Officer's designate.
- b) "Council" means the duly elected Council of the Town of Onoway, as defined by the Alberta Municipal Government Act.
- c) "Qualified Post-Secondary Institution" means a designated education institution on the Government of Canada "Master List of Designated Education Institutions."
- d) "Town" means the Town of Onoway.

Service Standards/ Expectations

1. Bursary Amount

- a. The amount of the bursary is \$500.00 and will be awarded to a maximum of three recipients annually. Both the value and number of bursaries may be reviewed by Council when required.

2. Selection Committee

- a. Town of Onoway Council will have full authority in the selection of the recipients.

3. Primary Considerations

- The student:
 - Must currently be a resident of the Town of Onoway and must provide proof of such.
 - Must currently be attending Onoway Jr./Sr. High School.
 - Must provide proof of registration and acceptance to a qualified post-secondary institution in a full-time or part-time program (if awarded) and;
 - Must be attending first year of studies.

4. Secondary Considerations

- Based on good citizenship demonstrated through community and social participation, volunteer work, etc.

5. Criteria

- a. The recipient must claim the Bursary award within the first year of post-secondary studies.
- b. Only applicants going into first year of studies are eligible to apply.
- c. Applicant Financial need will be considered.
- d. The Bursaries will be awarded by Council resolution. The identity of the applicants will be concealed to support a fair and accountable process. Council will discuss and consider all applications received by deadline date. All decisions made by Council are considered final.
- e. Current Municipal elected officials, Town Staff and their immediate families are not eligible to participate in this Bursary program. Immediate family shall include: spouse, children, residents of the current municipal official's household or any other person claimed as a dependent on the municipal official's tax return.

6. Application Procedures and Dates

- a. The Town of Onoway Bursary Application will be made available at the Town Administrative Office or on the Town Website.

- b. The applicant must complete the application form, and submit accompanying documentation electronically to info@onoway.ca or in-person at the Town Office no later than June 1 at 11:59 pm of the current year.
- c. Applications postmarked after June 1st will not be accepted.
- d. Awards to be disbursed by the Town of Onoway to the recipient by August 31, annually.
- e. The availability of the bursary will be advertised annually from March to May each year.
- f. If not, all annually allocated funds have been distributed, the Town may re-advertise the bursary application however any remaining bursaries will not be carried forward into future years.

7. Policy Review

This policy will be reviewed on a four-year basis by Administration with any changes being recommended to Council for approval.

Revisions:

Resolution Number	MM/DD/YY



ONOWAY STUDENT BURSARY APPLICATION

Onoway Council is proud to administer Bursary opportunities to Onoway students as per the Student Bursary Policy # C-COU-SBU-1. Awards to be disbursed by the Town of Onoway to the recipient by August 31, annually.

The student:

- Must currently be a resident of the Town of Onoway and must provide proof of such.
- Must currently be attending Onoway Jr./Sr. High School.
- Must provide proof of registration and acceptance to a qualified post-secondary institution in a full-time or part-time program and;
- Must be attending first year of studies.
-

The Bursaries will be awarded by Council resolution. The identity of the applicants will be concealed to support a fair and accountable process. The decision of Council is final. To be considered, please submit this application via email to info@onoway.ca in a .pdf format preferably.

Application deadline is June 1st at 11:59 pm of the current year without exception.

PERSONAL INFORMATION

Name: _____

Mailing Address: _____

Town: _____ Postal Code: _____

Telephone Number: _____ Alternate Number: _____

Email Address: _____

Post-Secondary School to be Attended: _____

Certification / Credentials Sought (Diploma, Degree, etc.): _____

SEE PAGE 2 FOR ITEMS TO BE ATTACHED WITH APPLICATION.

DECLARATION OF APPLICANT

- All information is true and complete.
- I agree to allow my name and study plans to be released publicly if I receive this bursary.
- I authorize the release and exchange of my personal information by and between the Town of Onoway and any federal and provincial government departments, boards or institutions to verify the information I have provided.

Signature of Applicant Date

Date



ONOWAY STUDENT BURSARY APPLICATION

The following information must accompany your application:

WRITE A SUMMARY DESCRIBING THE FOLLOWING:

- Yourself
- Interests
- Goals and objectives
- Past accomplishments
- School related activities (i.e. Student Council, Sports, Drama etc.)
- Community related activities (i.e. Clubs, Church, Cultural etc.)
- Other information you wish to provide (i.e. volunteering, academic accomplishments, awards or recognition received, favourite school memory etc.)

Application deadline is June 1st at 11:59 pm of the current year without exception.

APPLICATIONS WILL NOT BE ACCEPTED IF POSTMARKED OR SENT BY E-MAIL AFTER JUNE 1st.

*Please **do not** include proof of enrolment with your application. You will be asked for proof of enrolment if you are chosen to receive an award.*



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	February 8, 2024
Presented By:	Jennifer Thompson, Chief Administrative Officer
Title:	Bylaw 807-24 – Land Use Bylaw Amendment

BACKGROUND / PROPOSAL

Pastor Brian Siewert, Onoway Baptist Church, has requested a redistricting of lands legally known as: Plan 5726 CL: H from Residential – Single Family District (R1) to Urban Services District (US).

At the meeting of November 9, 2023, Council passed the following motion:

Motion #355/23

MOVED by Councillor Robin Murray that Administration proceed to redistrict the land at 5031 – 48 Avenue, Plan 5726 CL: Pt H from R1 Residential-Single Family to US - Urban Services District for the purpose of relocation of the Lac Ste. Anne East Food Bank and that the Town absorb the cost of such redistricting.

CARRIED

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Please refer to the Development Officer's Report (attached) advising of the request to allow the Lac Ste. Anne East Food Bank to relocate to 5031 – 48th Avenue from its current location of 5024 – 48 Avenue. The redistricting is required as R1-Residential – Single Family District does not provide for a Food Bank as either a Permitted or Discretionary use; whereas Urban Services District does permit such a use.

The Development Officer is requesting consideration of first reading of the proposed bylaw, and if first reading is approved then a date for a public hearing would be set.

As Council will be considering changing the March 14, 2024 meeting, administration are recommending the public hearing be set during the March 28, 2024 Council meeting.

STRATEGIC ALIGNMENT

Good governance

COSTS / SOURCE OF FUNDING

\$100.00 Postage (approx.)
\$300.00 Advertising

RECOMMENDED ACTION

THAT Bylaw 807-24 the Land Use Bylaw Amendment Bylaw be given first reading

And

THAT, if first reading is given, that a public hearing for Bylaw 807-24 be set for March 28, 2024.

ATTACHMENTS:

- 1) Bylaw 807-24 Land Use Bylaw Amendment Bylaw
- 2) Development Officer's Report
- 3) Request from the Applicant

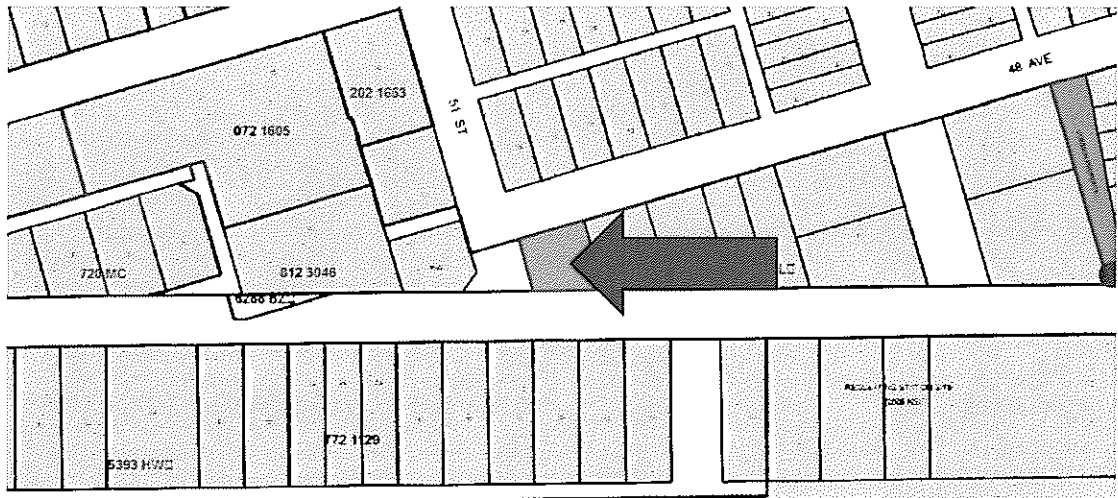
**TOWN OF ONOWAY
PROVINCE OF ALBERTA
LAND USE BYLAW AMENDMENT
BYLAW # 807-24**

WHEREAS, under the provisions of the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta 2000, a municipality may amend an adopted Land Use Bylaw.

AND WHEREAS the Council of the Town of Onoway has determined it necessary to amend the Town of Onoway Land Use Bylaw No. 712-13 as a means to promote effective and efficient land use within the municipality.

NOW THEREFORE the Council of the Town of Onoway duly assembled hereby enacts as follows:

1. That the Town of Onoway Land Use Bylaw No. 712-13 containing the Land Use District Map, be amended as follow:
 - 1.1 To redistrict a portion of lands legally known as Plan 5726 CL: Pt H from Residential – Single Family District (R1) to Urban Services District (US) as shown on the map below.



2. This amending bylaw shall be consolidated into the Town of Onoway Land Use Bylaw No. 712-13.

2. This amending bylaw shall be consolidated into the Town of Onoway Land Use Bylaw No. 712-13.
3. That this Bylaw comes into full force and effect upon third and final reading and is duly signed.

First Reading carried this 8th day of February , A.D. 2024.

Mayor

(SEAL)

Chief Administrative Officer

Read a second time this _____ day of _____, A.D. 2024.

Mayor

(SEAL)

Chief Administrative Officer

Read a third and final time this ____ day of _____, A.D. 2024.

Signed _____, 2024

Mayor

(SEAL)

Chief Administrative Officer

DEVELOPMENT OFFICER'S REPORT BYLAW 807-24
February 8, 2024

APPLICANT: Brian Siewert, Pastor / Onoway Baptist Church

OWNER: Onoway Baptist Church

EXISTING USE: Single Detached Dwelling

DISTRICT: R1 – Residential – Single Family

LEGAL DESCRIPTION: Plan 5726 CL; H (the "Lands")

PROPOSAL:

Redistrict the subject Lands from Residential – Single Family District (R1) to Urban Services District (US).

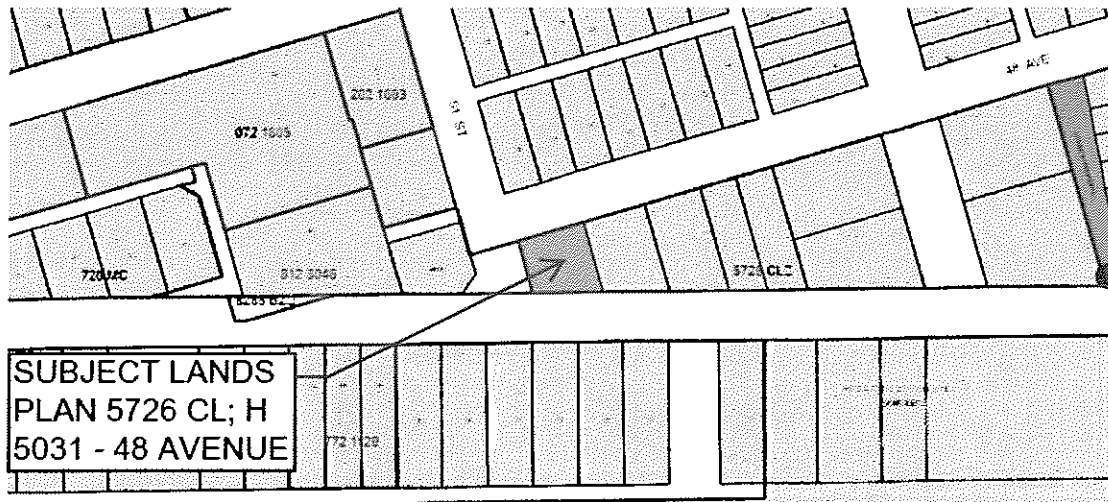
REGULATIONS:

MGA	Section 692
MDP 776-20	Objective 3-3(6) Policy 4.6.2
LUB 712-13	Section 5.2 R1 – Residential – Single Family District Section 5.15 US – Urban Services District

COMMENTS:

Currently, the parcel Plan 5726 CL; H (5031 – 48th Avenue) has an area of 607.03 SQ. M. (6534 SQ. Ft.), is districted R1 – Residential – Single Family District and is bounded on three sides by municipal roadways: 47th Avenue – South, 51st Street – West, and 48th Avenue – North; where access to the existing roadway system is to the North. The applicant proposes a redistricting of Lands. The proposal seeks to redistrict Lands to US – Urban Services District, to allow for the relocation of the Lac Ste. Anne East Food Bank from its existing location at 5024 – 48th Avenue to the Lands. The redistricting is required as the R1 – Residential – Single Family District does not provide for a Food Bank as either a Permitted, or Discretionary, use; where the US – Urban Services District provides for such.

Map of Area to be redistricted:



The proposed redistricting conforms to the provisions of the Town of Onoway Municipal Development Plan No. 776-20, specifically:

Objective 3.3 Local Development Objectives

6. Onoway recreational, educational and cultural facilities support local and regional needs.

The proposed redistricting conforms to the provisions of the Town of Onoway Land Use Bylaw No. 712-13, specifically:

Section 5.15 US – URBAN SERVICES

(1) General Purpose of District

This land use district is generally intended to establish an area for the development of publicly or privately owned institutions or community services.




Uses under the US – Urban Services District, including Government service, Library, Place of Worship, School, and Senior citizen housing are in-keeping with the proposed use of the Lands and those upon immediately adjacent lands.

RECOMMENDATION: APPROVAL - It is submitted that the proposed redistricting bylaw meets the requirements of the Municipal Government Act, the Town of Onoway Municipal Development Plan No. 776-20 and Land Use Bylaw No. 712-13. As such, it is recommended that Bylaw 807-24 be given first reading at the regular meeting of the Council of the Town of Onoway.



To: Town of Onoway
Development Office

January 25, 2024

 (780) 668-6652
 pastorbrian@onowaybaptist.ca
 www.onowaybaptist.ca

Onoway Baptist Church requests redistricting the house and yard at 5031 – 48 Ave, Onoway, AB from “Residential” to “Urban Services”. This redistricting would allow the house to be used as the new location for Lac Ste. Anne East Food Bank from 5024 – 48 Ave., Onoway, AB.

Thank you for your attention to this matter, as we would like to proceed with the relocation of the Food Bank as soon as possible. We are confident in the substantial value the Food Bank provides to many in our community and the need to enable them to continue to provide these needed services.

Respectfully,

Brian Siewert
Pastor

(20)



LAND TITLE CERTIFICATE

S LINC SHORT LEGAL TITLE NUMBER
0010 347 367 5726CL;H 032 419 486

LEGAL DESCRIPTION

ALL THAT PORTION OF BLOCK (H) ON PLAN 5726CL WHICH LIES WEST OF A LINE DRAWN PARALLEL TO THE EAST BOUNDARY THEREOF AND TWO HUNDRED (200) FEET PERPENDICULARLY DISTANT WESTERLY THEREFROM CONTAINING FORTY EIGHT HUNDREDTHS (0.48) OF AN ACRE MORE OR LESS.

EXCEPTING THEREOUT:

(A) ALL THAT PORTION DESCRIBED AS FOLLOWS:

ALL THAT PORTION WHICH LIES BETWEEN TWO LINES DRAWN PARALLEL TO THE EAST BOUNDARY THEREOF AND RESPECTIVELY TWO HUNDRED (200) FEET AND TWO HUNDRED AND SIXTY (260) FEET PERPENDICULARLY DISTANT WESTERLY THEREFROM, CONTAINING TWELVE HUNDREDTHS (0.12) OF AN ACRE, MORE OR LESS.

(B) ALL THAT PORTION SHOWN COLORED RED ON FILED PLAN 5401MC CONTAINING NINE HUNDREDTHS (0.09) OF AN ACRE, MORE OR LESS.

(C) ALL THAT PORTION WHICH LIES WEST OF THE WESTERLY LIMIT OF THAT PORTION SHOWN COLORED RED ON RIGHT OF WAY PLAN 5401MC, CONTAINING TWELVE HUNDREDTHS (0.12) OF AN ACRE, MORE OR LESS.

EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 5;2;54;35;SW

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF ONOWAY

REFERENCE NUMBER: 942 145 458

Table with 5 columns: REGISTRATION, DATE (DMY), REGISTERED OWNER(S), DOCUMENT TYPE, VALUE, CONSIDERATION. Row 1: 032 419 486, 31/10/2003, TRANSFER OF LAND, \$55,000, \$55,000

OWNERS

ONOWAY BAPTIST CHURCH. OF P.O. BOX 510, ONOWAY ALBERTA T0E 1V0

(DATA UPDATED BY: CHANGE OF ADDRESS 032456174)

Handwritten circled number 21

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
032 419 486

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

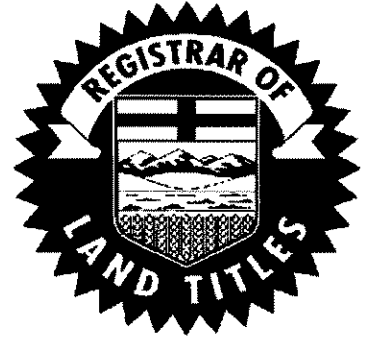
NO REGISTRATIONS

TOTAL INSTRUMENTS: 000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 1 DAY OF
FEBRUARY, 2024 AT 09:06 A.M.

ORDER NUMBER: 49613390

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

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Planning bylaws

692(1) Before giving second reading to

- (a) a proposed bylaw to adopt an intermunicipal development plan,
- (b) a proposed bylaw to adopt a municipal development plan,
- (c) a proposed bylaw to adopt an area structure plan,
- (d) a proposed bylaw to adopt an area redevelopment plan,
- (e) a proposed land use bylaw, or
- (f) a proposed bylaw amending a statutory plan or land use bylaw referred to in clauses (a) to (e),

a council must hold a public hearing with respect to the proposed bylaw in accordance with section 230 after giving notice of it in accordance with section 606.

(2) Despite subsection (1), if a proposed development relates to more than one proposed bylaw referred to in subsection (1), the council may hold a single public hearing.

(3) Despite subsection (1), in the case of a public hearing for a proposed bylaw adopting or amending an intermunicipal development plan,

- (a) councils may hold a joint public hearing to which section 184 does not apply, and
- (b) municipalities may act jointly to satisfy the advertising requirements of section 606.

(4) In the case of an amendment to a land use bylaw to change the district designation of a parcel of land, the municipality must, in addition to the requirements of subsection (1),

- (a) include in the notice described in section 606(2)
 - (i) the municipal address, if any, and the legal address of the parcel of land, and
 - (ii) a map showing the location of the parcel of land,
- (b) give written notice containing the information described in clause (a) and in section 606(6) to the assessed owner of that parcel of land at the name and address shown on the assessment roll of the municipality, and
- (c) give a written notice containing the information described in clause (a) and in section 606(6) to each owner of adjacent land at the name and address shown for each owner on the assessment roll of the municipality.

(5) If the land referred to in subsection (4)(c) is in another municipality, the written notice must be given to that municipality and to each owner of adjacent land at the name and address shown for each owner on the tax roll of that municipality.

(6) Despite subsection (1), a bylaw referred to in subsection (1) may be amended without giving notice or holding a public hearing if the amendment corrects clerical, technical, grammatical or typographical

errors and does not materially affect the bylaw in principle or substance. (6.1) Subsection (1)(f) does not apply in respect of a proposed bylaw amending a statutory plan or land use bylaw to specify the purposes of a community services reserve.

(7) In this section,

(a) "adjacent land" means land that is contiguous to the parcel of land that is being redesignated and includes

(i) land that would be contiguous if not for a highway, road, river or stream, and

(ii) any other land identified in the land use bylaw as adjacent land for the purpose of notifications under this section;

(b) "owner" means the person shown as the owner of land on the assessment roll prepared under Part 9.

(8) If an ALSA regional plan requires a council to pass a bylaw referred to in this section, the council must

(a) consider whether, in view of the requirement in the ALSA regional plan, consultation is necessary, desirable or beneficial, and

(b) decide whether or not to proceed with consultation.

(9) If a council decides under subsection (8) that consultation is neither necessary nor desirable or would not be beneficial, subsections (1) to (7) do not apply to the council in respect of the bylaw concerned.
RSA 2000 cM-26 s692;2008 c37 s9;2009 cA-26.8 s83



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	February 8, 2024
Presented By:	Jennifer Thompson, CAO
Title:	LSAC & Town of Onoway Mutual Aid Fire Agreement Amending Agreement

BACKGROUND / PROPOSAL

Council approved an amending agreement to the LSAC and Town of Onoway Mutual Aid Fire Agreement. The rates had not been updated since 2019 even though rates change annually. The agreement was amended in 2023, however not until May 2023. The rates are to be updated on an annual basis.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Administration will be working with the County on an annual basis to complete the amending agreement to present to both Councils to ensure the annual rate changes are taken into account. The attached agreement has been amended to include the 2024 rates and is being presented to Council for approval. In working with the county, they have agreed to back date the agreement to January 1, 2024.

This administration has been working with LSAC and will endeavor to ensure the agreement is in place prior to the beginning of the calendar year.

STRATEGIC ALIGNMENT

Public safety
Fiscal Responsibility

COSTS / SOURCE OF FUNDING

None.

RECOMMENDED ACTION

- 1) THAT Council approve the Mutual Aid Fire Agreement with Lac Ste Anne County as presented which amends Appendix 'A' Fee Schedule.

ATTACHMENTS

Mutual Aid Fire Agreement – Amending Agreement - LSAC & Town of Onoway

**MUTUAL AID FIRE AGREEMENT
AMENDING AGREEMENT (4)**

This AMENDING AGREEMENT made this 1st day of January, 2024.

BETWEEN:

Lac Ste. Anne County
Box 219, Sangudo, AB T0E 2A0
(the "County")

-and-

Town of Onoway
Box 540, Onoway, AB T0E 1V0
(the "Town")

WHEREAS:

- A. The County and the Town entered into a Mutual Aid Fire Agreement on October 13, 2016, as amended by an Amending Agreement dated July 13, 2017, a further Amending Agreement dated January 1, 2019, and a further Amending Agreement entered into on May 1, 2023 (collectively with all amendments and addendums, the "Mutual Aid Fire Agreement").
- B. The County and Town wish to further amend the terms and conditions set forth in the Mutual Aid Fire Agreement as hereinafter set forth.

NOW THEREFORE THIS AMENDING AGREEMENT WITNESSETH THAT in consideration of the premises, covenants, and agreements set out herein, the County and the Town covenant and agree as follows:

- 1. Except as otherwise provided for in this Amending Agreement, any defined words or phrases in the Mutual Aid Fire Agreement shall have the same meanings in this Amending Agreement.
- 2. The Mutual Aid Fire Agreement is hereby further amended as follows:
 - a. The fee schedule is hereby amended by replacing the existing Appendix "A" with the Fee Schedule in the attached Appendix "A", and becomes effective January 1, 2024.
- 3. All terms of the Mutual Aid Fire Agreement which are not amended by this Amending Agreement remain in full force and effect.

LAC STE. ANNE COUNTY

TOWN OF ONOWAY

Per: _____

Per: _____

Per: _____

Per: _____

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**Mutual Aid Fire Agreement
Amending Agreement (4)
Appendix "A"
Fee Schedule**

Fire Rescue International Rates for 2024

1. Pumper Rate: \$340.64 per unit (includes 2 NFPA Certified Fire Fighters) + \$3.04 per kilometer
2. Tender Rate: \$170.30 per unit (includes 1 NFPA Certified Operator)+ \$3.04 per kilometer
3. Rap Attack Rate: \$231.25 per unit (includes 2 NFPA Certified Fire Fighters) + \$2.43 per kilometer
4. Command Rate: \$164.23 per unit + \$1.69/km
5. Engine Rate (Class 2, 3, 6): \$266.25 per unit (includes 1 NFPA Certified Operator) + \$2.87 per kilometer
6. Engine Rate (Class 7) per Unit: \$79.87 per unit (includes 1 NFPA Certified Operator) + \$1.60 per kilometer
7. Additional Fire Fighter Rate: \$71.89 per hour each
8. Consumables: Cost + 25%
9. Third Party Contractors: Cost + 10%
10. Consulting, Training or Specialty Services: Individually Quoted

When an incident occurs on Alberta Transportation Highway rights-of-way, or any Railway rights-of-way, the following rates will be charged:

- Emergency units as above: Rates as published by the Province of Alberta annually
- Contracted equipment (fire or general): At cost of the invoice.
- *All emergency unit rates are inclusive of labour.



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	February 8, 2024
Presented By:	Jennifer Thompson, Chief Administrative Officer
Title:	AB Muni's Spring 2024 Municipal Leaders Caucus

BACKGROUND / PROPOSAL

Opportunities for conferences and education are presented to Council to amplify knowledge to serve in Municipal Government.

At the January 25, 2024 Council meeting, Motion #028/24 was passed:

***MOVED** by Councillor Robin Murray that Council defer their decision regarding attending the March 14-15, 2024 Alberta Muni's Spring Caucus pending review of further agenda information from administration, at a future Council meeting.*

CARRIED

At the October 12, 2023 Council Meeting, Motion #280/23 was passed:

***MOVED** by Councillor Sheila Pockett that Administration request a meeting with the Minister of Municipal Affairs to advise Council in regard to funding a forensic audit.*

CARRIED

Administration has just received confirmation of the meeting as requested and that it that will be scheduled during AB Muni's Spring Caucus.

The agenda for the 2024 AB Muni's Spring Caucus is attached, and there is also an option for virtual attendance.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

All of Council attended the AB Muni's Spring Conference in 2023 and provided feedback that, in future, a delegation of one or two members is more suited to the Town of Onoway for the Leaders Caucus.

Administration has been advised that Minister McIvor has agreed to meet with Council during the 2024 Municipal Leaders Caucus and we anticipate the meeting to be scheduled on March 14, 2024. It has been confirmed that the meeting will be 15 minutes and Minister McIvor will meet with one or two members of Council. As this meeting has been scheduled during the AB Muni's Spring Caucus, staff did not submit Council's request for an additional meeting. Council will need to decide who will attend the meeting with Minister McIvor. It is acceptable to attend the meeting with the Minister without being

in attendance at the Spring Caucus as a registered delegate. This has been confirmed with the Minister's Office.

AB Munis has also announced the dates of the September Convention and Trade Show In Red Deer September 25-27, 2024 and Administration will book rooms when the block opens at the beginning of April, 2024.

STRATEGIC ALIGNMENT

Good governance

COSTS / SOURCE OF FUNDING

AB Munis Spring 2024 Municipal Leaders Caucus

\$250.00 in person attendance

\$125.00 virtual attendance

One night hotel - \$200.00 (estimated cost)

Meeting with Minister McIver

Mileage to Edmonton and return for Council

AB Munis 2024 Fall Convention

2024 cost - \$6,500.00 (estimated cost – registration, mileage and hotel)

RECOMMENDED ACTION

- 1) THAT Council authorize _____ & _____ to attend the 2024 Municipal Leaders Caucus with costs to be reimbursed as per policy;

AND

- 2) THAT Council authorize _____ & _____ to meet with Minister McIver in Edmonton during the 2024 Municipal Leaders Caucus with costs to be reimbursed as per policy regarding the request for funding for the forensic audit.

ATTACHMENTS:

- 1) Spring 2024 Municipal Leaders Caucus agenda
- 2) Minister McIver January 30, 2024 email confirmation of meeting
- 3) Minister McIver February 1, 2024 email regarding the meeting
- 4) 2024 Convention and Trade Show agenda

**Draft Agenda for Spring 2024 Municipal Leaders Caucus
March 14 and 15, 2024**

Thursday, March 14	
9:00 a.m.	Registration and Breakfast
10:00 a.m.	President's Opening Remarks
10:15 a.m.	Minister of Municipal Affairs' Remarks
10:30 a.m.	<p>Whiskey's for Drinking; Water's for Fighting: Preparing for Possible Drought in Summer 2024</p> <p>Alberta experienced drought in several parts of the province in 2023. Significant drought was avoided through the effective use of water storage in southern Alberta, but now many water storage reservoirs are very low, with a warm and dry winter forecasted. These factors could lead to a significant drought in 2024.</p> <p>Alberta Environment & Protected Areas will present an update on the current and forecasted situation. The province is also taking steps to prepare to respond and to collaborate with key water license holders and other stakeholders. Alberta Municipalities will present its work to support long term increased water conservation.</p>
11:30 a.m.	President's Report
11:45 p.m.	Lunch
12:45 p.m.	<p>Bridge over Troubled Waters: Fostering Respect in Polarized Communities</p> <p>Healthy debate is central to democracy, but too often political discourse crosses the line into vitriol and personal attacks. The degradation of public discourse is taking its toll on municipal officials' mental health and pushing moderate voices to the sidelines. This session will feature a panel of municipal officials along with legal and communications experts, who will discuss their experiences and highlight opportunities to create space for constructive dialogue on local issues.</p>
2:00 p.m.	Break
2:15 p.m.	<p>Policy Palooza: Crafting Resolutions That Hit the Right Notes</p> <p>ABmunis will spin our top records for adopted resolutions past and present. We will also provide an update on changes to the playbook that governs our resolution process to ensure we're all in harmony, as well as tips to help write a resolution that is a smash hit with other members. You will also have the opportunity to find municipal bandmates interested in jamming on resolutions to address similar issues.</p>
3:15 p.m.	Break and transition to breakout rooms
3:30 p.m. – 4:45 p.m.	<p>Mingle in the Municipality: Member-Led Discussions Based on Municipal Type</p> <p>Join your peers from cities, towns, or villages and summer villages to discuss top-of-mind municipal issues; brainstorm solutions; and provide feedback on ABmunis advocacy, events, and communications.</p>
5:00 – 6:30 p.m.	Networking Reception

Friday, March 15	
8:00 a.m.	Registration and Breakfast
9:00 a.m.	Opposition Leader's Remarks
9:15 a.m.	Ministers' Dialogue Session I
10:15 a.m.	Break
10:30 a.m.	Ministers' Dialogue Session II
11:30 a.m.	Premier's Remarks
11:45 a.m.	Requests for Decision
12:00 p.m.	Closing Remarks and Lunch

Municipal Leaders' Caucus is only open to elected officials and senior administrators representing a municipality within Alberta.

Ticket pricing

Municipal Leaders' Caucus In-person - \$250

Municipal Leaders' Caucus Virtual - \$125*

Virtual attendees will have access to participate in all sessions taking place in the main ballroom. However, due to technical restrictions, virtual participants will not have the ability to choose the breakout session they would like to attend. All virtual participants will automatically remain in the main ballroom, regardless of municipality size.

Downloads

 [2024 ALBERTA MUNICIPALITIES SPRING MLC AGENDA 1.PDF](#)

Cancellation/Refund Policy

Any cancellation made prior to 4:30 pm on Friday, March 1, 2024 will be eligible for a full refund minus a \$10 administrative fee. Any cancellation made between March 1 at 4:30 pm and March 8 at 4:30 pm will be eligible for a 50% refund. Any cancellations made after 4:30 pm on March 8 will not be eligible for a refund. Registrations are transferrable. Please send all cancellation requests or changes to registration@abmunis.ca. Please note, you must be an elected official or senior administrator from an Alberta Municipalities Regular Member or RMA Member Municipality to attend this event. If you have any questions, please email registration@abmunis.ca. Alberta Municipalities reserves the right to review, cancel, and refund registrations if necessary.

REGISTER OR

FIND MORE

More Upcoming Events

JAN 30, 1:30 PM - VIRTUAL

MCCAC: Climate Adaptation and the Benefits of Early Action

JAN 31, 2:30 PM - VIRTUAL

Media Relations Fundamentals

FEB 6, 10:00 AM - VIRTUAL

Meeting Grant Agencies

SEP 25, 1:00 AM - IN-PERSON

2024 Convention & Trade Show

STAY UP TO DATE!

We keep you informed. Subscribe to one of our regular newsletters.

Jennifer Thompson

From: Camille Hauck <Camille.Hauck@gov.ab.ca>
Sent: January 30, 2024 9:31 AM
To: Jennifer Thompson
Cc: lkwasny@onoway.ca
Subject: RE: Request from Town of Onoway

Good morning Jennifer,

Thank you for sending your request to my attention. I have been advised that an official from the Engagement Team will be contacting you directly to schedule this meeting during ABMunis Spring MLC.

Please let me know if you need anything further.

Thank you,

*Camille Hauck
Scheduling Coordinator
to the Minister of Municipal Affairs
320 Legislature Building
Edmonton AB T5K 2B6
Direct: 780-638-9553*

Classification: Protected A

From: Jennifer Thompson <cao@onoway.ca>
Sent: Monday, January 29, 2024 12:19 PM
To: MA Minister <Minister.MunicipalAffairs@gov.ab.ca>; lkwasny@onoway.ca
Cc: Camille Hauck <Camille.Hauck@gov.ab.ca>
Subject: RE: Request from Town of Onoway

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good Morning,

To date, we have not received any communication regarding Council's request and confirmation to meet with the Minister.

Can you please advise when we can coordinate this?

Jennifer



Jennifer Thompson
Chief Administrative Officer

780-967-5338
cao@onoway.ca
Town Office: 4812-51 Street
Mail: Box 540 Onoway, AB T0E-1V0

www.onoway.ca

Follow



From: MA Minister <Minister.MunicipalAffairs@gov.ab.ca>
Sent: November 22, 2023 9:57 AM
To: lkwasny@onoway.ca
Cc: cao@onoway.ca; Camille Hauck <Camille.Hauck@gov.ab.ca>
Subject: Request from Town of Onoway
Importance: High

lkwasny@onoway.ca

Dear Mayor Kwasny:

Thank you for your letter of October 23, 2023, and your request to meet with me to discuss potential provincial assistance with funding the Town of Onoway's recently approved forensic audit.

Our government is committed to taking clear and decisive action to grow and diversify our economy while ensuring the financial health of Alberta's municipalities remains in good standing. My ministry supports municipal councils by developing the tools and providing the training and programs to support fiscally responsible, accountable, and sustainable local government.

I would be pleased to meet with you in the coming weeks. My Scheduling Coordinator, Camille Hauck, will be in contact with your office to coordinate the details.

Sincerely,

Ric McIver
Minister

cc: Jennifer Thompson, Chief Administrative Officer, Town of Onoway
Camille Hauck, Scheduling Coordinator to the Minister of Municipal Affairs

From: Jennifer Thompson <cao@onoway.ca>
Sent: October 25, 2023 1:12 PM
To: MA Minister <Minister.MunicipalAffairs@gov.ab.ca>
Subject: Request from Town of Onoway
Importance: High

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good Day,

Please find attached a request to meet with Honourable Minister McIver from Mayor & Council of the Town of Onoway.

Thank you,
Jennifer



www.onoway.ca

Follow



Jennifer Thompson
Chief Administrative Officer

780-967-5338
cao@onoway.ca
Town Office: 4812-51 Street
Mail: Box 540 Onoway, AB T0E-1V0

Jennifer Thompson

From: Camille Hauck <Camille.Hauck@gov.ab.ca>
Sent: February 1, 2024 1:46 PM
To: Jennifer Thompson
Cc: lkwasny@onoway.ca
Subject: RE: Request from Town of Onoway

Hi Jennifer,

Thank you for checking on this with me. The Minister will meet with just one council member – there have been plenty of times where municipalities have sent either one or two councillors to the meetings with the Minister.

Since Onoway is fairly close to Edmonton, I have been advised if you wanted to send other councillors who aren't registered for the Spring Caucus, they could still attend the meeting with the Minister.

Does this help?

Sincerely,

*Camille Hauck
Scheduling Coordinator
to the Minister of Municipal Affairs
320 Legislature Building
Edmonton AB T5K 2B6
Direct: 780-638-9553*

Classification: Protected A

From: Jennifer Thompson <cao@onoway.ca>
Sent: Thursday, February 01, 2024 11:53 AM
To: Camille Hauck <Camille.Hauck@gov.ab.ca>
Cc: lkwasny@onoway.ca
Subject: RE: Request from Town of Onoway

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Hi Camille,
Thank you for responding.

If my Council do not all attend the Spring Caucus are they still able to meet with the minister? Council is considering only sending one member of Council due to costs associated with all of them attending the Caucus. However, if they are still able to meet with the minister if they have not registered for the Spring Caucus, I would like to advise as it makes a budgetary difference for our municipality.

Jennifer

2024 CONVENTION & TRADE SHOW

[Home](#) / [Events](#) / 2024 Convention & Trade Show

← [Events](#)

Sep 25 - 27

10:00 AM - 05:00 PM

Event Summary

Save the date!

Our annual Convention and Trade Show will take place in Red Deer at the Westerner Park in 2024.

Room Blocks

Hotel room blocks for our 2024 Convention in Red Deer will be listed here and open for booking on April 2 (time to be determined).

Location

Westerner Park 4847A 19 Street
Red Deer AB T4R 2N7

REGISTER OR

FIND MORE

[More Upcoming Events](#)

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Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	February 8, 2024
Presented By:	Gino Damo, Director of Corporate and Community Services
Title:	Alberta Beach Snowmobile Club Donation Request

BACKGROUND / PROPOSAL

During the December 14, 2023 Council Meeting, Council made the following motion regarding the Alberta Beach Snowmobile Club donation request:

Motion #397/23	MOVED by Deputy Mayor Lisa Johnson that staff provide additional background information regarding the request for a donation received from the Alberta Beach Snowmobile Club and bring the request forward to a future Council meeting.
-----------------------	--

CARRIED

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Administration is bringing forward the attached letter from the Alberta Beach Snowmobile Club dated December 17, 2023 providing additional information along with the original letter presented to Council.

Additionally, the club has applied for another round of available Community Facility Enhancement Program grant. The trailer raffle has been successful as over \$23,000.00 total has been raised.

The Snowmobile Club President has offered to speak to Council regarding the request and at the time of writing this report, Administration is awaiting confirmation of this offer.

If Council chooses to approve a donation amount, this amount is an unbudgeted item therefore will impact the 2024 operating budget.

STRATEGIC ALIGNMENT

- Financial Sustainability
- Good Governance
- Economic and Business Growth

COSTS / SOURCE OF FUNDING

As noted above.

RECOMMENDED ACTION

- That Council request the Alberta Beach Snowmobile Club attend Council at their convenience to provide additional detail of the financial request.
- Or That Council approve the amount \$.... to donate to the Alberta Beach Snowmobile Club.
- Or some other direction as given by Council at meeting time.

ATTACHMENTS

1. Alberta Beach Snowmobile Club letter- November 22, 2023.
2. ABSC – Groomer Financial Support Letter email – December 11, 2023.
3. Alberta Beach Snowmobile Club letter- December 17, 2023.

Alberta Beach Snowmobile Club

www.absnowmobileclub.com

November 22, 2023

To Whom It May Concern,

The Alberta Beach Snowmobile Club has been going strong since our inception in 1969. In that time, we have built with the cooperation of local government bodies an amazing trail system within the County of Lac Ste Anne that has approximately 130 kms of groomed trails. These trails provide snowmobilers with of all ages a safe environment to enjoy this great winter sport.

The club members volunteer hundreds of hours each year to build and maintain the trails and have obtained funds necessary for equipment and contracting expenses from the sale of trail passes, poker rallies, casinos, and various government grants. Our biggest challenge right now is that our 22-year-old groomer needs to be replaced and we are looking at having to raise approximately \$200,000.00 for a good second-hand unit. Grooming the trails is essential and having a dependable unit is so important during the riding season. If you have never had the opportunity to explore the trails, we urge you to contact the club and we will be happy to arrange a ride.

If you can support the club with a financial donation of any amount it would be greatly appreciated, and we can continue to offer one of the very best trail systems in the province to sledgers in our own area and those that come from different parts of Alberta.

Thank you for your time and if you have any questions regarding the club or trail system, please do not hesitate to contact us.

Yours truly,



Tyler Geddes
President
geddes.tyler@gmail.com
780-991-9507

Box 446

Alberta Beach AB T0E 0A0

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Jennifer Thompson

From: Al Christiansen <a.christiansen@valquentin.ca>
Sent: December 11, 2023 1:53 PM
To: cao@onoway.ca
Subject: ABSC financial support for new groomer
Attachments: ABSC - Groomer Financial Support Letter.docx; Untitled attachment 00095.txt

Hi Jennifer,

The Snowmobile Club is raising money to replace its aging Snow Cat Groomer, see attached letter. The club has applied for a CFEP grant for \$100,000.00 and is eligible for \$85,399.00 If successful in receiving the grant the club is expected to match the amount from their own accounts. The club is well on their way in their fund raising efforts and is also raffling off an enclosed trailer. Would you please add this request to your next council meeting for consideration. If you require anymore information please contact me.

Alberta Beach Snowmobile Club

www.absnowmobileclub.com

December 17, 2023

To Whom It May Concern.

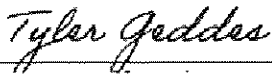
We have received unofficial quotes for a used Snowcat of approximately \$200,000. This does not include trucking of it from the dealer to Alberta Beach.

To date we have secured \$44,940 in funding from the Alberta Snowmobile Association, \$18,861.00 from our casino, and we have \$10,000 in our T-Bill account from savings. We are also actively running a large item raffle of a 2022 Cargo Mate Enclosed Trailer, in which we are sitting right around \$17,000 raised, this will be drawn April 6, 2024. We had also applied for a CFEP Grant for \$86,000 in May of 2023, but we were not successful in winning that money this year.

Current state we have \$90,000 raised towards the purchase of the new snowcat, this is a great start but is a long way out yet. Our goal is to procure a used snow cat for usage in the 2024/2025 Snowmobile season, ideally, we would like to make the purchase in April of 2024.

On behalf of all the members of the Alberta Beach Snowmobile Club, thank you for your time and if you have any questions regarding this breakdown, please do not hesitate to contact our president Tyler at 780-991-9507.

Yours truly,



Tyler Geddes
President
geddes.tyler@gmail.com
780-991-9507

Box 446

Alberta Beach AB T0E 0A0

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Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	February 8, 2024
Presented By:	Gino Damo, Director of Corporate and Community Services
Title:	Lac Ste Anne County FCSS Process

BACKGROUND / PROPOSAL

During the January 11, 2024 Council Meeting, Council made the following motion regarding the 2024 FCSS Process:

Motion #005/24 **MOVED** by Mayor Lenard Kwasny that Council accepts the information presented regarding the 2024 FCSS process.

CARRIED

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

As part of the 2024 FCSS Process, Administration proposed to discuss with Lac Ste Anne County (LSAC) regarding their FCSS process and incorporate any changes that may benefit the Town of Onoway FCSS Process.

As a result of discussion below LSAC FCSS Process from a high level.

Internal FCSS Funding

Recently, funding available for external grant programs has shifted to internal programming. The purpose of this shift for the County is to deliver programs that both meet the intended purpose of FCSS (i.e. mandated through legislation) and to deliver programs and services that meet identified needs from the Social Needs Assessment and/or priorities of LSAC Council.

Several LSAC internal programming examples are playschool/out of school care, home support and youth summer programs. Internal programming funding is presented to Council in April as part of the annual budget process.

External FCSS Funding

Majority FCSS Grants are distributed through direct allocation to organizations such as East End Bus and Town of Onoway Library Board. Direct allocation funding is presented to Council in April as part of the budget process where the programs/services are identified into "like" categories. The funding is allocated to the organizations in each of these categories accordingly and funding is received up front based on historical financial reports.

A small pool of funds is accessible via applications which are reviewed by an internal grant committee comprised of Administration. The committee distributes any surplus of funds remaining after internal funding is approved by Council. There are no application deadlines and no pre-set schedule as the committee meets as required. Applications are reviewed to ensure the committee schedules sufficient time to respond to the applicant well in advance of their event.

For any applications received near the end of the year, LSAC determines if any funds remain for allocation or reallocation. If there are remaining funds, the application is considered in the current year and if there are no remaining funds, which is usually the case by that time of year, carried forward into the next year for consideration.

Funding is not released until final report is submitted by November 15 and released by December 31. November 15 is flexible with discretion and any application received

Additionally, it is important to note that Public Events including volunteer appreciation days are no longer funded by LSAC Council.

Also, FCSS allocations are presented along with Recreation Facility & Program Assistance Grant allocations and Sponsorship & Donation (Agricultural Services & General) allocations to provide a high-level picture of the types of organizations, programs and projects that are being funded.

Finally, from an FCSS collaborative standpoint communication between LSAC and the Town exists and continues to benefit both municipalities.

STRATEGIC ALIGNMENT

- Service Excellence
- Sustainable Infrastructure

COSTS / SOURCE OF FUNDING

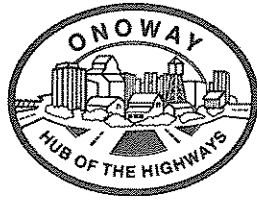
Currently there is no impact to the 2024 operating or capital budget.

RECOMMENDED ACTION

1. That Council accepts the information presented regarding Lac Ste Anne County FCSS Process.
2. (Or some other direction as given by Council at meeting time).

ATTACHMENTS

N/A



ADMINISTRATION MONTHLY REPORT-

February 2024

COMPLETED BY: Jennifer Thompson, CAO

TASKS

- **Yearend Tasks**

Staff have almost completed all yearend tasks for the Town of Onoway, East End Bus and Onoway Public Library.

- **Fire Hall Repair**

The damage that occurred in November 22, 2023 is being repaired.

Work to repair has now started on February 1, 2023 and staff are waiting for an estimated timeline for completion.

- **Land Sale**

Completed land sale documentation.

- **Fire Services**

Meetings held with LSAC County regarding working relationship for fire services and minor change dispatch.

Deciphering the calculations utilized in the past regarding Onoway Regional Fire Services to provide transparency in ORFS rates.

- **Office**

Staff overcame the challenge of no internet service provider for two days in the municipal office.

These challenges have the debilitating effect of reducing capacity to complete projects. Staff are resilient in their efforts to solve these issues as soon as practicable.

Implementing the integration of electronic meeting management, conversion of IT services

UPCOMING

- Procedure Bylaw update – in progress
- Council Code of Conduct Bylaw update
- Joint Use Planning Agreement with Northern Gateway School Division



DIRECTOR OF CORPORATE AND COMMUNITY SERVICES

MONTHLY REPORT- January 2024

COMPLETED BY: Gino Damo, Director of Corporate and Community Services

TASKS

- Drafting Student Bursary Policy to present at February 8 Council meeting.
 - Drafted and presented 2024 Interim Operating Budget Projects Pre-Approval during January 11, 2024 Council meeting.
 - Drafting Procurement Policy to present at a future Council meeting.
 - Completing Financial Year-End tasks.
 - Town of Onoway Library Board Meeting January 9.
 - Onoway ERP Training January 9.
 - Role of Producer Responsibility Organizations in EPR January 10
 - eScribe project kickoff meeting January 16.
 - eScribe project task submissions.
 - Acting CAO during January 19-26.
 - WebMap training January 23.
 - Citizen/Budget Engagement Survey meeting January 30.
-

CONTINUING TASKS

- Drafting Personal Days Policy to present at a future Council meeting.
- Revising Vacation Day Policy to present at a future Council meeting.
- Drafting Procurement Policy to present at a future Council meeting.
- Completing Financial Year-End tasks.
- eScribe projection orientation.
- Completing Canada's Core Public Infrastructure Survey.



PUBLIC WORKS MONTHLY REPORT- JANUARY

COMPLETED BY: Gary Mickalyk

UPDATE

- Normal operation for the PW department. Work Orders received from rate payers were completed in a timely manner. We continue to address issues as they come up.
- Snow removal throughout the Town completed.

ONGOING PROJECTS:

- Planning for summer capital projects.

ITEMS COMING UP IN FEB.

- Normal PW operations.

Town of Onoway

Report to Council

Meeting: February 8, 2024 - Regular Council Meeting

Originated By: Tony Sonnleitner, Development Officer, Town of Onoway

Quiet start to the year!

Development Permits: None

Letter of Compliance: None

Regards,

Tony Sonnleitner, Development Officer

File #: PC22054

Date: January 22, 2024

Name:

Address:

Phone:

Legal:

Dear Resident,

RE: FLARING ACTIVITY NOTICE

Pembina Pipeline Corporation (Pembina), plans to conduct flaring/venting activity in your area. The purpose of the flaring/venting is to conduct routine maintenance on an operational pipeline license No.: 3071 Line 105.

Here are some specifics on the flaring/venting event:

- Location: 03-01-055-02 and 04-01-055-02 W5M
- Anticipated date of event: February 12, 2024 to March 15, 2024
- Anticipated duration of event: up to 6 hours per day, only when required
- Anticipated volume: up to 100 10³m³
- Product flared/vented: non-sour service ethane-plus (C2+).

The Alberta Energy Regulator (AER) will also be notified of this flaring event.

Notification requirements are described in section 6.4 of AER Directive 60. A copy of this directive is available here: <https://www.aer.ca/documents/directives/Directive060.pdf>

Being a good neighbor starts with understanding the impact of our activities on local communities. Pembina is committed to sharing information related to its planned activities so potentially affected parties, or individuals with interests in the area, are informed of our proposed activities. We are writing to you because you live within the notification criteria.

If you have any questions or concerns about the information, please contact Corey Aldrich, Senior Advisor, Land Negotiator at (403) 218-6924.

Pembina Pipeline Corporation



Corey Aldrich

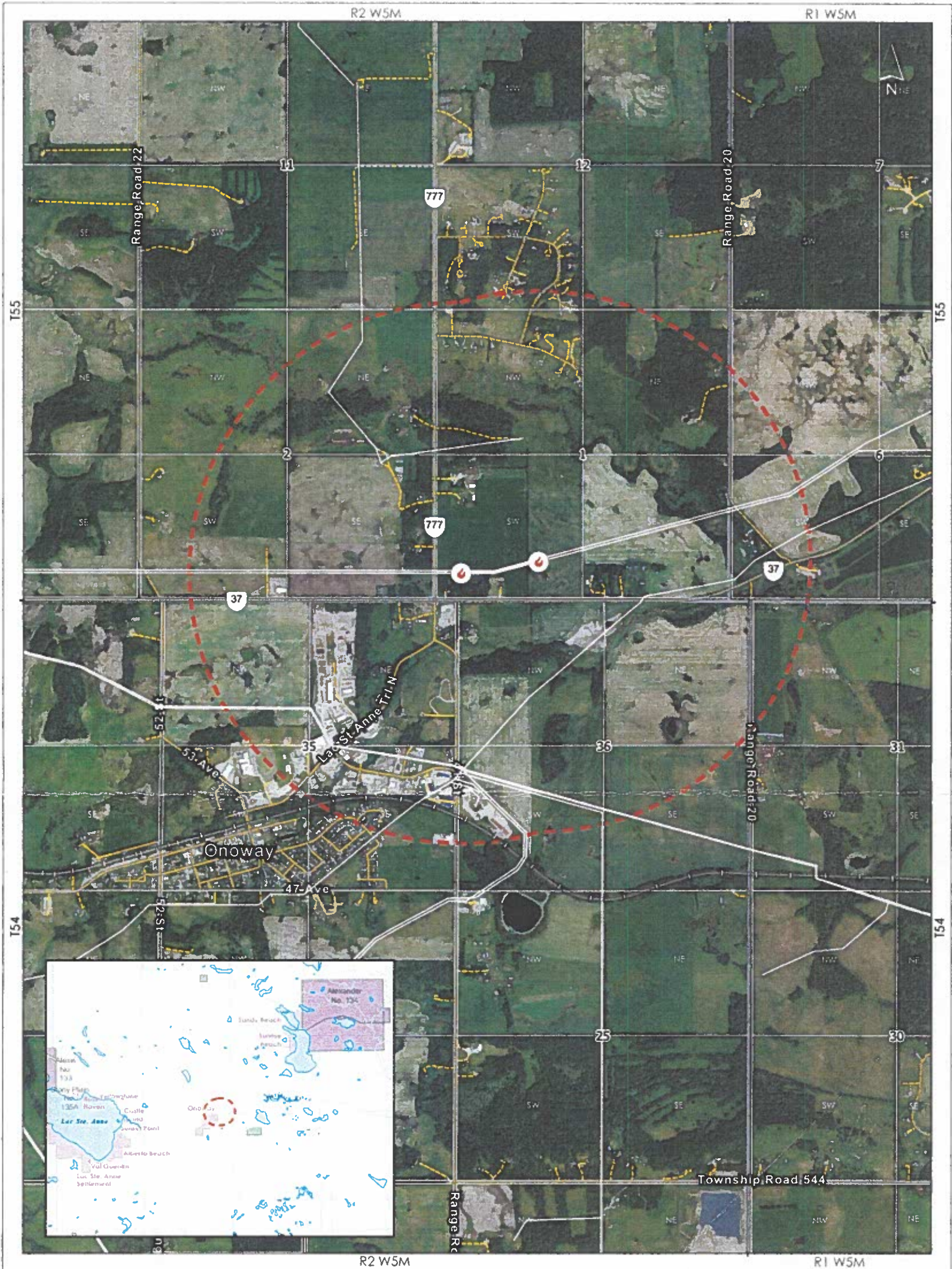
Senior Advisor, Land Negotiator

Pembina's 24-Hour Emergency Number is 1-800-360-4706.

Pembina Pipeline Corporation

4000, 585 – 8th Avenue S.W., Calgary, Alberta Canada T2P 1G1

Telephone: (403) 231-7500 Fax: (403) 237-0254



PEMBINA PIPELINE CORPORATION
SITE 44 FLARING NOTIFICATION
SW 1/4 Sec 1-55-2 W5M

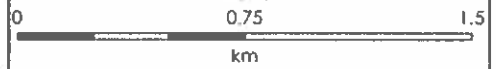
Legend

- Flare Stack Location
- 1500m Flare Stack Radius

This product has been created with the highest degree of accuracy possible. However, information shown on this map is compiled from numerous sources and may not be complete or accurate. Cardon Group of Companies (CGC) on behalf of Canada West Land (CWL) cannot be held responsible for the misuse or misinterpretation of any information and offers no warranty, guarantees, or representations of any kind in connection to its accuracy or completeness. CGC on behalf of CWL accepts no liability for any loss, damage, or inconvenience caused by the use or reliance on any information or data related to this product.

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 World Imagery: Earthstar Geographics.

Scale: 25,000



Author	JQ	Project	PEM-011334
Map Date	03/01/24	Revision	0
Field Date	N/A	Figure	1

Community FUTURES YELLOWHEAD EAST
CFYE Regular Board Meeting Minutes
Location: Community Futures Yellowhead East Office
Thursday, December 21, 2023

In Attendance

NICK GELYCH, DARYL WEBER, MARVIN SCHATZ, LIZ KRAWIEC, ANNA GREENWOOD, DAVE KUSCH, JIM HAILES, TY ASSAF, SERENA LAPOINTE, ROBIN MURRAY, MATTHEW HARTNEY, MICHELLE JONES

1) CALL TO ORDER:

Meeting Called to Order at 1:12 PM

2) ADOPTION OF AGENDA:

Motion# 36 Moved by Dave Kusch
That the Agenda be accepted as presented

CARRIED

3) MINUTES OF PREVIOUS MEETING:

Motion # 37 Moved by Robin Murray
That the minutes of the October 19, 2023, regular board meeting be accepted as attached.

CARRIED

4) TREASURERS REPORT:

As Attached

Motion# 38 Moved by:Liz Krawiec

Treasurers Report be adopted as presented.

CARRIED

5) IRC REPORT:

5.1 Business Analyst Update

Loan Client Review Information attached for board review.

5.2 IRC Chair: Dec 21, 2023 Meeting Update

Motion # 39 Moved by Daryl Weber

Motion made recommending the CFYE board of directors approve the loan client requests and other recommendations coming forward from the Thursday Dec 31, IRC Committee Meeting.

DENIED

Motion # 40 Moved By: Dave Kusch

CFYE Board made motion to approve IRC Committee loan client requests and recommendations, with the exception of restaurant client request for additional loan funding, which is being denied by the board, due to the existing contract agreement between client and landlord.

CARRIED

6) CHAIR REPORT

6.1 Board Chair Update – CFNA Board Update – As Discussed.

6.2 RRRF Amendment Agreement – Attached - Signature Obtained, to be forwarded back to CFNA

6.3 Pan West Conference Kelowna

Motion # 41 Moved by Jim Hailes

Motion approving the ED be able to attend the Pan West Conference in Kelowna, if it fits within the remaining budget available. For the year.

CARRIED

7) EXECUTIVE DIRECTOR
UPDATE
STAFF REPORTS

7.1 Executive Director Verbal Update
NRED Grant Application:
ROF: Succession Planning Partnership Project
EDA conference
CF Partnership Project - DSS Extension
7.2 CED Report – Attached For Information
7.3 DSS Report – Attached For Information
7.4 Letter to MP Follow Up – Letter Attached.

Motion # 42 Moved by: Robin Murray
Motion to accept staff reports as information.

CARRIED

8) NEW BUSINESS

8.1 2023-2024 Operations Plan Due – January 31, 2024
Draft Review For Approval January Board Meeting.
- Discussion held.

9) CORRESPONDENCE

Attached for Information:
CFNA – ED Notice of Leave
2023-2024 CFNA Wage & Compensation Survey

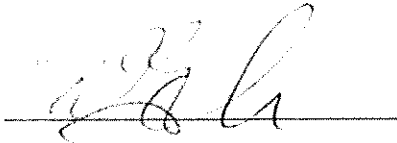
10) ADJOURNMENT

Motion 43 Moved by Jim Hailes
Motion to adjourn meeting. At 3:47 pm

NEXT MEETING:

January 18, 2023

Approval of Minutes:



Board Chair, Nick Gelych

January 18, 2024

Date

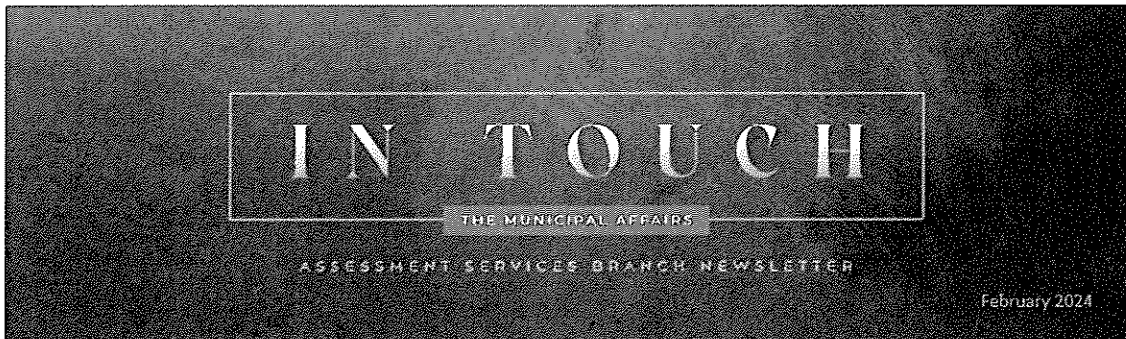
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From the Executive Director's Desk

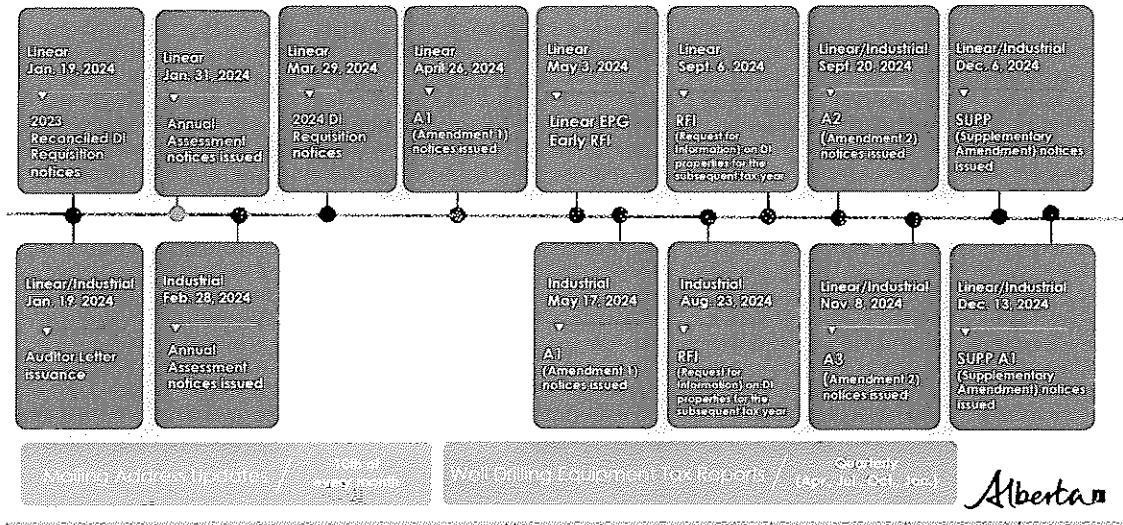
It is starting to feel too late in the year to say Happy New Year, but as this is our first newsletter of 2024, maybe we can still get away with it.

We can already tell 2024 will be a busy year and we look forward to working with all of you on many important initiatives in the coming months. First up for us is, of course, annual rolls and notices, that will be issued in January and February. The team has been working diligently to pull everything together and we look forward to the reset that comes with hitting this annual milestone. Keep reading for more information on our 2024 assessment cycle and other

Tory

2024 DI Property Assessment Timeline

2024 Annual Operational Schedule/Timelines

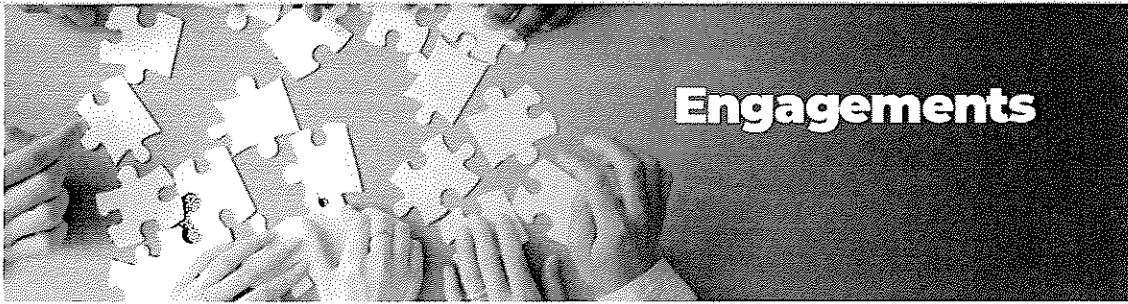


It has begun! Our 2024 calendar year activities for regulated properties in Alberta have started.

A few planned activities already happened such as the issuance of the 2023 reconciled DI Requisition notice on January 19, 2024 and the cut off we had communicated to affected stakeholders for the submission of PERC/DIRC applications which was on January 15, 2024. The schedule above has our tentative dates for 2024, so please mark them in your calendars so you know when to expect your assessment notices.

In 2024, we plan to align the schedule for linear and Industrial properties by issuing the second and third amended annual notices (A2 and A3), as well as the supplementary notices on the same date for both Linear and Industrial properties. You will notice that means a shift in the typical schedule of notices and will move us closer to our goal of fully aligning our assessment notices.

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Engagements ...

2024 presents another opportunity to engage our stakeholders on the work of ASB. ASB will be involved in most industry and association conferences in the course of the year, such as the Alberta Assessors' Association (AAA) conference and learning symposiums, the Canadian Director's of Assessment (CDA) summit, Alberta Rural Municipal Administrators' Association (ARMAA) conference, and the Canadian Property Tax Association (CPTA) workshop. We look forward to connecting in these venues.

We also hope to grow the number of presentations we make to municipal councils this year. We encourage any municipality who would like a presentation to reach out!

If you are interested in scheduling a presentation for your municipality or association for this purpose, please reach out to us via ma.cipa@gov.ab.ca and we will be more than happy to connect.

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Ryan Mastel and Mike Minard speaking at the 57th Annual CPTA National Workshop

Tax Incentives ...

In 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused.

A three-year property tax holiday on new wells and pipelines was

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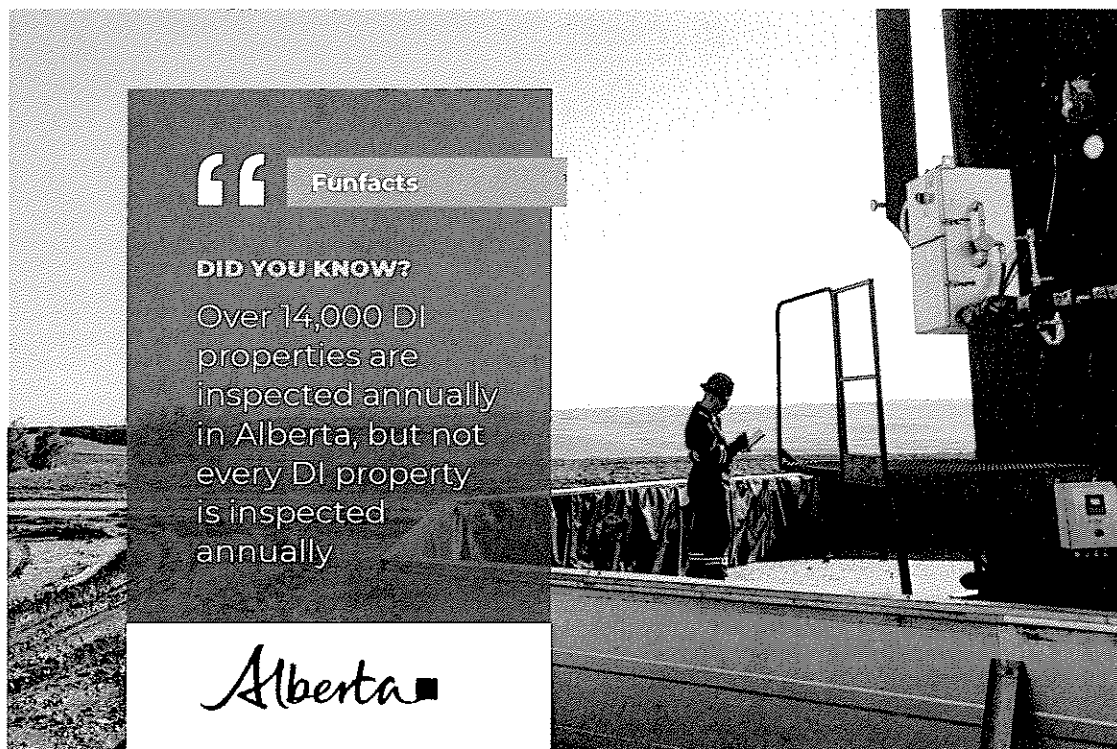
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year. The Well Drilling Equipment Tax was also eliminated in 2020 and there are no plans to reinstate it at this time.

Two other assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

More information on engagement for the Assessment Model Review will be released in the coming weeks.



CIPA Website

Questions? Our mailing address is:
Government of Alberta Municipal Affairs
15th Floor, Commerce Place, 10155 102 St NW



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This email is intended to serve as communication from the Centralized Industrial Property Assessment Project to all affected municipal administrators, assessors, property owners, and other interested parties.

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debbie@onoway.ca

From: Michelle Jones <mjones@albertacf.com>
Sent: January 26, 2024 11:55 AM
Cc: Lillian Wisser; Ian Butler; Matthew Hartney
Subject: CFYE Online Learning Project – Pilot Test Participant Request

Good morning as valued community stakeholders, we wish to advise you that Community Futures Yellowhead East will be seeking, up to ten, local entrepreneurs, small business owners, and non-profit organizations to test an Online Learning Project that we are developing in partnership with eleven other Community Futures Offices across the province.

The purpose of the project is to provide, an easy to use, online learning system, that provides entrepreneurs and small business owners with access to a self directed, fully inclusive, 24/7 learning environment. Courses are being designed to meet the training and guidance needs of small business owners, at any stage of business. The first suite of courses being developed include Business Planning and Human Resources.

Recognizing there may be business and or organizations in your area that you feel may be well suited to participate in this project, we wanted to provide you with an opportunity to be the first to put forward any participant recommendations you may have. We will start reaching out directly to individual clients early next week, providing additional information regarding the project requirements.

If you would like to recommend anyone for this pilot project or would like further information regarding the pilot, please respond to this email, no later than the February 9th deadline to register. Thank you and we look forward to hearing from you.

Michelle Jones,

Executive Director, Community Futures Yellowhead East
Box 2185, Whitecourt, AB T7S 1P8
p: 780-706-3500, c: 780-778-0977
mjones@albertacf.com

Register Today to increase your Online Business Presence for FREE!!
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