

**AGENDA FOR THE REGULAR MEETING OF
THE COUNCIL OF THE TOWN OF ONOWAY
HELD ON THURSDAY, JUNE 27, 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 June 27, 2024 Regular Council Meeting agenda be approved
as presented*

or

*THAT the June 27, 2024, Regular Council Meeting agenda be approved
with the following amendment(s) (as noted at meeting time)*

3. ADOPTION OF MINUTES

Pg 1-5

a) June 13, 2024 Regular Council Meeting

Recommendation:

*THAT the June 13, 2024 Regular Council Meeting minutes be approved
as presented*

or

*THAT the June 13, 2024 Regular Council Meeting minutes be approved
with the following amendment(s) (as noted at meeting time)*

4. APPOINTMENTS/PUBLIC HEARINGS

Pg 6-8

a) **10:00 a.m. Public Hearing – Land Use Bylaw Amendment Bylaw 814-24**

A bylaw to amend the Town of Onoway Land Use Bylaw 712-13 to redistrict lands legally known as Plan 822 3127, Block 1, Lot 1A from Residential – High Density District (R3) to Commercial-Downtown Mixed-Use District (C1R)

No public submissions have been received as of June 20.

Mayor to declare the Public Hearing closed once the discussions are complete.

5. FINANCIAL REPORTS – n/a

6. POLICIES & BYLAWS

P99-12 a) **Policy A-FIN-UAT-1 – Utility Account Transfers to Tax Roll and Tax Roll Penalties – A Request for Decision is attached**

Recommendation:

THAT Council approve the Policy A-FIN-UAT-1- Utility Account Transfers to Tax Roll and Tax Roll Penalties Policy as presented.

P99-10
P913-14 b) **Policy A-FIN-ART-1 – Accounts Receivable – Tax Roll Transfers – A Request for Decision is attached**

Recommendation:

THAT Council approve the Policy A-FIN-ART-1- Accounts Receivable – Tax Roll Transfers Policy as presented

P915-16 c) **Bylaw 814-24- Land Use Bylaw Amendment Bylaw**

Recommendation: Depending on the public hearing, Council may wish to:

a) Give consideration to second and third readings of Bylaw #814-24:

THAT Bylaw # 814-24 the Land Use Bylaw Amendment Bylaw be given second reading

THAT Bylaw # 814-24 the Land Use Bylaw Amendment Bylaw be given third reading and adopted

or

Defer further consideration of this Bylaw to a future meeting

or

direction provided from deliberations

7. ACTION ITEMS

Pg 17

- a) CAO Declaration of Petition Insufficiency – A News Release is attached

Recommendation:

THAT Council accept the June 17, 2024 news release of information

Pg 18-20

- b) Tax Auction Item – A Request for Decision is attached

Recommendation:

1) *THAT in accordance with the Municipal Government Act S.419 Council approves the Terms & Conditions for the 2024 Public Auction as presented AND set the reserve bid for roll number 84 000 of \$\$\$\$*

or

2) *That Council request further information AND THAT the item be brought forward to a future Regular Meeting of Council for decision.*

or

3) *Direction provided from deliberations.*

and

Tax Recovery Costs added to the relevant property

4) *THAT pursuant to the Municipal Government Act s. 553(1)(f), all tax recovery costs be added to the relevant property.*

Pg 21-24

- c) Best Practices Changes for Procedural Bylaw- Clarification – A Request for Information is attached

Recommendation:

direction provided by deliberations

Pg 25

- d) September 26, 2024 Council Meeting – A Request for Decision is attached

Recommendation:

THAT Council cancel the September 26, 2024 Regular Meeting of Council

or

direction provided by deliberations

e)

f)

8. COUNCIL, COMMITTEE & STAFF REPORTS

a) Mayor's Report

b) Deputy Mayor's Report

c) Councillor's Reports (x 3)

d) Chief Administrative Officer Report – n/a

e) Corporate and Community Services Director's Report – n/a

f) Public Works Report – n/a

Recommendation:

*THAT the Council and Staff written and verbal reports be accepted for
Information as presented*

or

direction provided from deliberations

9. INFORMATION ITEMS

P926 a) Minister of Municipal Affairs – Undated letter from Minister McIver regarding the
Canada Community-Building Fund (CCBF)

P927 b) AB Munis – June 19 2024 email from Tyler Gandam, President advising that
CEO Dan Rude is retiring effective December 31, 2024

P928 c) Alberta Municipal Affairs – June 14, 2024 email regarding Meeting requests with
Minister McIver during AB Munis Fall 2024 Convention

P929
-30 d) Dane Lloyd MP – Invitation to Canada Day BBQ on Friday, June 28, 2024

e)

Recommendation:

THAT Council accept the above noted item(s) for information

10. CLOSED SESSION

Pursuant to Section 197(2) of the Municipal Government Act and:

Section 16 Freedom of Information and Protection of Privacy Act (FOIP) –
Disclosure Harmful to business interests of a third party

Section 17(4)(d) FOIP – Disclosure Harmful to personal privacy

11. ADJOURNMENT

12. UPCOMING EVENTS:

- July 11, 2024 – Regular Council Meeting 9:30 a.m.
- August 8, 2024 – Regular Council Meeting 9:30 a.m.
- September 12, 2024 – Regular Council Meeting 9:30 a.m.
- September 26, 2024 – Regular Council Meeting 9:30 a.m.
- September 25-27, 2024 – AB Munis Red Deer

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JUNE 13, 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</p> <p>Administration: Jennifer Thompson, Chief Administrative Officer Gino Damo, Director of Corporate and Community Services Debbie Giroux, Recording Secretary</p>
	ABSENT	<p>Councillor: Sheila Pockett</p> <p>9 members of the public attended the meeting in person 10 members of the public attended the meeting via Zoom</p>
1.	CALL TO ORDER	Mayor Lenard Kwasny called the meeting to order at 9:33 a.m., advised that the meeting will be recorded and acknowledged that the meeting was being held on Treaty 6 Land.
2.	AGENDA Motion #182/24	<p>MOVED by Councillor Robin Murray that Council adopt the agenda of the Regular Council meeting of Thursday, June 13, 2024 with the following additions:</p> <p>7h) Onoway Jr. Sr. High School Invitation to Graduation – requested by CAO Thompson</p> <p>10) Additional Closed Session-Section 197(2) MGA, FOIP 27(1)(a) – requested by CAO Thompson</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES Motion #183/24	<p>MOVED by Councillor Bridgitte Coninx that the May 23, 2024 Regular Council Meeting minutes be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS/PUBLIC HEARINGS Motion #184/24	<p>Grant Johnson, resident, attended the meeting from 9:35 a.m. until 9:55 a.m. to discuss fire services.</p> <p>MOVED by Deputy Mayor Lisa Johnson that the discussion with Grant Johnson be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>Tim Duhamel, Bloom CME, attended the meeting from 10:00 a.m. until 10:30 a.m. to discuss the Bloom contract and costs; and the benefits of regional fire services.</p>

UNAPPROVED

APPROVED

11

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
THURSDAY, JUNE 13, 2024
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE AND ZOOM

	Motion #185/24	<p>MOVED by Deputy Mayor Lisa Johnson that the discussion with Tim Duhamel, Bloom CME, be accepted for information.</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 10:32 until 10:45 a.m.</p> <p>Council varied the agenda order to discuss Action Items with the Public Works Manager.</p>
7.	<p>ACTION ITEMS Motion #186/23</p> <p>Motion #187/23</p>	<p>MOVED by Councillor Bridgitte Coninx that Administration prepare a report for a future Council meeting providing the following information:</p> <ul style="list-style-type: none"> 1) Reopening washrooms in Elks Park; 2) Moving the skatepark to Bretzlaff Park; 3) Feasibility of power at Elks Park at the existing pole. <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Robin Murray that Council accepts the Road Infrastructure repair for 2024:</p> <ul style="list-style-type: none"> - 48th Avenue and 48th Street - Miller Avenue - 51st Street and Lac Ste. Anne Trail (facilitate drainage) - 48 Avenue and 46th Street <p style="text-align: right;">CARRIED</p>
5.	FINANCIAL REPORTS	n/a
6.	<p>POLICIES & BYLAWS Motion #188/24</p> <p>Motion #189/24</p>	<p>MOVED by Councillor Bridgitte Coninx that Policy A-HUM-HOU-1 Hours of Work, be approved retroactive to January 1, 2024 and rescind the following existing policies:</p> <ul style="list-style-type: none"> - 3.9 Hours of Work Motion 165/15, May 7, 2015 - 3.11 Statutory Holidays Motion 059/23, February 23, 2023 - 3.16 Pay Days Motion 007/23, January 12, 2023 - 3.18 Overtime Motion 177/15, May 7, 2015 <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that Policy A-HUM-LEA-1 Leave, be approved retroactive to January 1, 2024 and rescind the following existing policies:</p> <ul style="list-style-type: none"> - 3.10 Vacations Motion 120/15, April 2, 2015 - 3.12 Illness and Accident Motion 174/15, May 7, 2015 - 3.13 Compassionate Leave Motion 175/15, May 7, 2015 - 3.23 Maternity Leave Motion 225/15, June 4, 2015 <p style="text-align: right;">CARRIED</p>

UNAPPROVED

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7.	<p>ACTION ITEMS Motion #190/24</p> <p>Motion #191/24</p> <p>Motion #192/24</p> <p>Motion #193/24</p> <p>Motion #194/24</p> <p>Motion #195/24</p> <p>Motion #196/24</p>	<p>MOVED by Councillor Robin Murray that Council approve the Local Government Fiscal Framework (LGFF) Operating Program Memorandum of Agreement.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Robin Murray that Council approve the Local Government Fiscal Framework (LGFF) Capital Program Memorandum of Agreement.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that the Town of Onoway approve the front façade and parking upgrades, upgrade of basement bathrooms and installation of an electronic sign of the Community Hall by the Onoway Facility Enhancement Association.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Robin Murray that Council provide 50% (\$4,450.00) to Onoway Facility Enhancement Association toward repair of parking at the community hall.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Deputy Mayor Lisa Johnson that Council approve aligning the Town of Onoway's fire alert status with Lac Ste. Anne County (LSAC).</p> <p>As per Section 185 of the Municipal Government Act, Councillor Bridgitte Coninx requested a recorded vote on Motion #194/24:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><u>In Favour</u></td> <td style="width: 50%;"><u>Opposed</u></td> </tr> <tr> <td>Mayor Lenard Kwasny</td> <td>Councillor Bridgitte Coninx</td> </tr> <tr> <td>Deputy Mayor Lisa Johnson</td> <td></td> </tr> <tr> <td>Councillor Robin Murray</td> <td></td> </tr> </table> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that the adjacent landowner notification from Lac Ste. Anne County (LSAC) advising of Development Permit 193193-24-D0067 (a riding arena, horse boarding and seasonal feeding and bedding site) at NW 27-54-2-W5 be accepted for information and the County be advised that the Town has no concerns.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councillor Bridgitte Coninx that Council authorizes Administration to advise Lac Ste. Anne County (LSAC) that the Town of Onoway sees no apparent risk in sharing the Onoway Regional Medical Clinic Pre-Incorporation Agreement with the public.</p> <p style="text-align: right;">CARRIED</p>	<u>In Favour</u>	<u>Opposed</u>	Mayor Lenard Kwasny	Councillor Bridgitte Coninx	Deputy Mayor Lisa Johnson		Councillor Robin Murray	
<u>In Favour</u>	<u>Opposed</u>									
Mayor Lenard Kwasny	Councillor Bridgitte Coninx									
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TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
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	<p style="text-align: center;">Motion #197/24</p>	<p>MOVED by Mayor Lenard Kwasny that one member of Council be authorized to attend the Onoway Jr. Sr. High School Graduation Ceremony on Friday, June 28, 2024.</p> <p style="text-align: right;">CARRIED</p>
<p style="text-align: center;">8.</p>	<p style="text-align: center;">COUNCIL, COMMITTEE & STAFF REPORTS Motion #198/24</p>	<p>MOVED by Deputy Mayor Lisa Johnson that the Council and staff written and verbal reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
<p style="text-align: center;">9.</p>	<p style="text-align: center;">INFORMATION ITEMS Motion #199/24</p>	<p>MOVED by Councillor Robin Murray that the following items be accepted for information:</p> <ul style="list-style-type: none"> a) Wild Water Commission Events in June 2024 – May 27, 2024 email advising of June 14 Business Plan and June 26 Truck Fill Dedication Ceremony b) Northern Gateway Public Schools – Information re advocacy c) Thank you note from Mikayla and Hippo for Town’s donation for Europe competition d) Westview Health Centre Foundation Upcoming Events <p style="text-align: right;">CARRIED</p> <p>Council recessed from 12:05 p.m. until 1:00 p.m.</p>
<p style="text-align: center;">10.</p>	<p style="text-align: center;">CLOSED SESSION Motion #200/24</p>	<p>MOVED by Deputy Mayor Lisa Johnson that, pursuant to Section 197(2) of the Municipal Government Act, Section 16 FOIP and Section 27(1)(a) FOIP, Council move into Closed Session at 1:01 p.m. to discuss the following items:</p> <p>Disclosure harmful to business interests of a third party; and privileged information (solicitor/client privilege).</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 1:01 a.m. to 1:03 p.m. to allow the members of the public and 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 Jennifer Thompson, Chief Administrative Officer</p>

TOWN OF ONOWAY
REGULAR COUNCIL MEETING MINUTES
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		<p>Gino Damo, Director of Corporate and Community Services David Dempster, CPA, CA-ANZ, CFF, CFE, CCEP (a portion) Senior Manager, Forensics and Litigation Support, MNP K. Colleen Verville, K.C., Partner, MLT Aikins, LLP (a portion)</p> <p>Motion #201/24 MOVED by Councillor Robin Murray that Council move out of Closed Session at 3:01 p.m.</p> <p style="text-align: right;">CARRIED</p> <p>Council recessed from 3:01 p.m. to 3:03 p.m. to allow the Recording Secretary and members of the public to return to the meeting.</p> <p>Motion #202/24 MOVED by Councillor Bridgitte Coninx that Administration schedule a meeting with the Onoway Regional Fire Services (ORFS) Executive Committee for the week of June 24, 2024.</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 3:05 p.m.																					
12.	UPCOMING EVENTS	<table border="0"> <tr> <td>June 14, 2024</td> <td>AB Munis Summer Caucus</td> <td>St. Albert</td> </tr> <tr> <td>June 27, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>July 11, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>August 8, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>September 12, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>September 26, 2024</td> <td>Regular Council Meeting</td> <td>9:30 a.m.</td> </tr> <tr> <td>Sept 25-27, 2024</td> <td>AB Munis</td> <td>Red Deer</td> </tr> </table>	June 14, 2024	AB Munis Summer Caucus	St. Albert	June 27, 2024	Regular Council Meeting	9:30 a.m.	July 11, 2024	Regular Council Meeting	9:30 a.m.	August 8, 2024	Regular Council Meeting	9:30 a.m.	September 12, 2024	Regular Council Meeting	9:30 a.m.	September 26, 2024	Regular Council Meeting	9:30 a.m.	Sept 25-27, 2024	AB Munis	Red Deer
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Mayor Lenard Kwasny

Jennifer Thompson
Chief Administrative Officer



TOWN OF ONOWAY

Box 540, 4812 – 51 Street, Onoway, Alberta, T0E 1V0
Phone (780) 967-5338 Fax (780) 967-3226 Email: info@onoway.com

NOTICE OF PUBLIC HEARING BYLAW NO. 814-24

Pursuant to Section 606 of the Municipal Government Act, the Council of the Town of Onoway gives notice that it has given First Reading to Bylaw No. 814-24 a bylaw to amend Land Use Bylaw No. 712-13.

The purpose of this Bylaw is to redistrict a portion of the lands legally known as Plan 822 3127; Block 1, Lot 1A from Residential – High Density District (R3) to Commercial – Downtown Mixed Use District (C1R) as shown on the map below.



PUBLIC HEARING

The Public Hearing for Bylaw No. 814-24 will be held on Thursday, June 27, 2024 at 10:00 a.m. at the Town of Onoway Council Chambers, 4812 – 51 Street, Box 540, Onoway, Alberta T0E 1V0.

REPRESENTATION

As a property owner, you can participate in this public hearing process and ensure your voice is heard, whether for or against the initial intent of this proposed bylaw.

- 1. Written submissions prior to the hearing:** If you wish to provide a written submission that will be considered at the public hearing prior to oral presentations you must submit same by 12:00 p.m. on Monday, June 24, 2024. Your submission should contain the following:
 - a) your name and address;
 - b) the location of your land; and
 - c) your comments
- 2. Written and verbal submissions at the hearing:** You have the opportunity to attend the public hearing in person and make a verbal and/or written submission at the time of the hearing. There will be a presentation sign-in sheet at the meeting and those wishing to be heard will need to sign this sheet.

Written Submissions can be provided to: TOWN OF ONOWAY

Mail: Box 540, Onoway, AB T0E 1V0
Fax: (780) 967-3226
Email: info@onoway.ca
Drop-off: 4812 – 51 Street, Onoway, AB

Questions or Further Information can be obtained from:
Tony Sonnleitner, Development Officer, at (780) 718-5479

A copy of the proposed Bylaw 814-24 can be obtained from the Town Office

DEVELOPMENT OFFICER'S REPORT BYLAW 814-24
May 23, 2024

APPLICANT / OWNER: Calvin Smith

EXISTING USE: Vacant

DISTRICT: R3 – Residential – High Density

LEGAL DESCRIPTION: 822 3127, Block 1, Lot 1A : 4903 – 49 Street (the "Lands")

PROPOSAL:

Redistrict the subject Lands from Residential – High Density District (R3) to Commercial – Downtown Mixed-Use District (C1R).

REGULATIONS:

MGA	Section 692(1)(f)
MDP 776-20	Objective 3-3(4)(5) Policies 4.4 and 4.5
LUB 712-13	Section 5.6 R3 – Residential – High Density District Section 5.10 C1R – Commercial – Downtown Mixed-Use District

COMMENTS:

The subject lands are districted R3 – Residential – High Density, have an area of approximately 0.21 ha (0.51 acre) and are bounded by municipal roadways to the south and a west, and encompass a Drainage Right of Way / Drainage Course on the east. The applicant proposes a redistricting of the Lands to the C1R – Commercial – Downtown Mixed-Use District, to take advantage of the wide variety of retail commercial and office uses at higher densities that this district provides for. Surrounding lands are also districted to the C1R – District, where existing uses include a restaurant, bottle depot, and gas bar / convenience store.

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

4. Onoway's industrial and commercial development drives the local economy and attracts new investment.

5. Onoway's downtown is a dynamic retail and service centre.

Policy 4.4.2

Onoway shall be promoted as a good place to open and operate a business to help expand the Town's role as a regional hub.

Policy 4.4.6

A sufficient supply of serviced land should be available to accommodate commercial and industrial growth.

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

Section 5.10 C1R – COMMERCIAL – DOWNTOWN MIXED-USE

(1) General Purpose of District

This land use district is generally intended to provide for a variety of retail commercial and office uses at higher densities than would normally be found or provided for in other commercial areas of Onoway.

Onoway's objectives to attract new investment and create a downtown that is a dynamic retail and service centre are met by accommodating the demands of such investors.

Uses under the C1R – Commercial - Downtown Mixed-Use District, include Eating and drinking establishment, Hotel, Personal Services Establishments, Automobile Service Centre, Gas Bar, to name just a few. Such uses are in-keeping with the proposed uses of the Lands and those upon adjacent lands.



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	June 27, 2024
Presented By:	Gino Damo, Director of Corporate and Community Services
Title:	Utility Account Transfers to Tax Roll & Tax Roll Penalties & Accounts Receivable - Tax Roll Transfers Policy

BACKGROUND / PROPOSAL

During the May 9, 2024, Council Meeting, Council made the following motion regarding transferring amounts to the following roll numbers:

Motion #151/24 | **MOVED** by Councillor Bridgitte Coninx that Council approve the following amounts be added to the tax rolls listed:

Roll Number	MGA Section	Amount
105 000	MGA s. 553(1)(g)	\$3,531.12
520 000	MGA s. 553(1)(h.1)	\$2,475.00

CARRIED

Section 553 (1) of the Municipal Government Act (MGA) indicates that various amounts may be added to the tax roll of a parcel of land.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

As highlighted in the above motion to transfer amounts to a tax roll, a council resolution is required to transfer any amounts defined within the MGA.

To create efficiency, provide timelines and clear guidelines, Administration proposes the two attached policies, Utility Account Transfers to Tax Roll & Tax Roll Penalties (Policy # A-FIN-UAT-1) and Accounts Receivable - Tax Roll Transfers (Policy # A-FIN-ART-1).

The proposed policies will provide Administration the authority to transfer MGA related amounts to tax rolls to replace a council resolution for each transfer.

Utility Account Transfers to Tax Roll & Tax Roll Penalties (Policy # A-FIN-UAT-1)

The purpose of this policy is to provide clear and concise direction in regard to when an unpaid balance on a utility account may be transferred to the corresponding tax roll and when a penalty must be applied to a tax roll account for an unpaid balance.

Accounts Receivable - Tax Roll Transfers (A-FIN-ART-1)

The purpose of this policy is to provide clear and concise direction in regard to when an unpaid balance on an accounts receivable account, relating to Municipal Government Act Sections 553 (1)(c), (1) (g.1), (1) (h.1) & (1)(i), may be transferred to the corresponding property's tax roll to ensure cost recovery of the expense.

Administration recommends that these policies be reviewed every four years.

STRATEGIC ALIGNMENT

Fiscal Sustainability
Good Governance

COSTS / SOURCE OF FUNDING

N/A

RECOMMENDED ACTION

1. That Council approve the Policy A-FIN-UAT-1- Utility Account Transfers to Tax Roll & Tax Roll Penalties Policy as presented.
2. That Council approve the Policy A-FIN-ART-1- Accounts Receivable – Tax Roll Transfers Policy as presented.

ATTACHMENTS

- Draft Utility Account Transfers to Tax Roll & Tax Roll Penalties Policy - A-FIN-UAT-1.
- Draft Accounts Receivable – Tax Roll Transfers Policy – A-FIN-ART-1.



Town of Onoway

Administration Policy

Number	Title		
A-FIN-UAT-1 [1.2, 3.1, 3.6]	Utility Account Transfers to Tax Roll & Tax Roll Penalties		
Approval	Originally Approved		Last Revised
	Resolution No:		Resolution No:
	Date:		Date:
			Resolution No:
			Date:
			Resolution No:
			Date:

Purpose

The purpose of this policy is to provide clear and concise direction in regard to when an unpaid balance on a utility account may be transferred to the corresponding tax roll and when a penalty must be applied to a tax roll account for an unpaid balance.

Policy Statement

This policy is to address the timeline for when unpaid utility accounts may be transferred to the tax roll and when the tax penalty bylaw must be enforced on unpaid balances on tax roll accounts.

Guidelines

- Any owner who fails to pay their utility account may have the outstanding balance that is more than 30 days overdue automatically transferred to their property tax roll;
- The Chief Administrative Officer may authorize any overdue account to be transferred to the owner's property tax roll at their discretion;
- If Administration is notified or aware of a property ownership transfer, any outstanding utility account balance may be transferred to the property tax roll prior to the transfer occurring;

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- As per the current Water and Sewer Utility Bylaw, and Section 553(1)(b) of the MGA, any rates, costs or charges in arrears for water service shall be added to the tax roll.
- And as per the current Tax Penalties Bylaw any unpaid taxes and tax arrears are subject to the penalties as set out in Section 2.

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

(12)



Town of Onoway

Administration Policy

Number	Title		
A-FIN-ART-1 <small>(1.2, 3.1, 3.6)</small>	Accounts Receivable - Tax Roll Transfers		
Approval	Originally Approved	Last Revised	
(continued)	Resolution No:	Resolution No:	
	Date:	Date:	
		Resolution No:	
		Date:	
		Resolution No:	
		Date:	

Purpose

The purpose of this policy is to provide clear and concise direction in regard to when an unpaid balance on an accounts receivable account, relating to Municipal Government Act Sections 553 (1)(c), (1) (g.1), (1) (h.1) & (1)(i), may be transferred to the corresponding property's tax roll to ensure cost recovery of the expense.

Policy Statement

This policy is to address the timeline for transferring unpaid expenses and costs incurred by the municipality relating to Municipal Government Act Sections 553 (1) (c), (1) (g.1), (1) (h.1) & (1)(i). The policy will enable the municipality to apply a consistent, unbiased approach with regards to transferring unpaid expenses and costs to the tax roll.

Guidelines

- As per Section 553(1) (c) of the Municipal Government Act, a municipality may transfer to the tax roll any unpaid expenses or costs referred to in Municipal Government Act Section 549(5)(a).
- Municipality remedying contraventions, dangers and unsightly property.
- As per Section 553(1) (g) of the Municipal Government Act, a municipality may transfer to the tax roll any unpaid expenses or costs related to the municipality extinguishing fires on the parcel.

- As per Section 553(1) (g.1) of the Municipal Government Act, a municipality may transfer to the tax roll any unpaid expense or cost incurred by the municipality for removing the snow and ice in respect of the parcel in question.
- As per Section 553(1) (h.1) of the Municipal Government Act, a municipality may transfer to the tax roll the expenses and costs of carrying out an order under Municipal Government Act Section 646 (Enforcement of stop order).
- As per Section 553(1)(i) of the Municipal Government Act, a municipality may transfer to the tax roll any other amount under an enactment.
- Administration will invoice a property owner for any costs or expenses incurred with bylaw enforcement regarding their property.
- Any balance exceeding 30 days old may be transferred to the corresponding tax roll account.

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

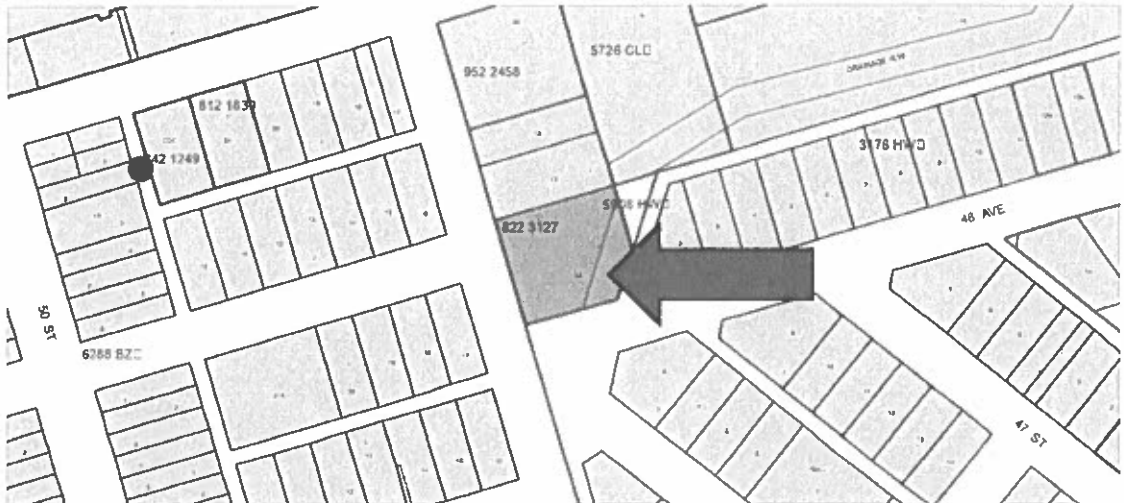
**TOWN OF ONOWAY
PROVINCE OF ALBERTA
LAND USE BYLAW AMENDMENT
BYLAW # 814-24**

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 822 3127, Block 1, Lot 1A from Residential – High Density District (R3) to Commercial – Downtown Mixed-Use District (C1R) as shown on the map below.



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 23rd day of May , A.D. 2024.


Mayor Lenard Kwasny
(SEAL)


Chief Administrative Officer

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

Mayor Lenard Kwasny
(SEAL)

Chief Administrative Officer

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

Signed _____, 2024

Mayor Lenard Kwasny
(SEAL)

Chief Administrative Officer



TOWN OF ONOWAY

Mail: Box 540
Onoway, Alberta
T0E-1V0

Town Office: 4812-51 Street

Phone: 780-967-5338

FOR IMMEDIATE RELEASE
RECALL PETITIONS INSUFFICIENT

Representative Recall Petitioner does not submit petitions

Onoway, AB, (June 17, 2024) –

On April 18, 2024 the Chief Administrative Officer provided notices of recall to three members of Council after deeming three recall petitions valid. The representative recall petitioner had 60-days to collect signatures of the electors of the municipality, equal to 40% of the population of the Town of Onoway.

Recall petitions against Mayor Lenard Kwasny, Deputy Mayor Lisa Johnson and Councillor Robin Murray expired on June 17, 2024 at 4:00 PM, when the 60-day period of collection of signatures ended. While the Town of Onoway Administration received correspondence on June 14, 2024 stating that the recall petition was being withdrawn, it only addressed one petition.

As the three petitions were not received within the recall signature period, the petitions are not sufficient.

Mr. Jonathon Jeffrey Longstaff, named as the Representative Recall Petitioner now has two days to return the petitions to the Chief Administrative Officer to dispose of in accordance with the *Local Authorities Election Act*. Mr. Longstaff is also required to destroy all additional copies of the recall petitions that are held by him or any person acting on behalf of the representative recall petitioner made.

No further recall petitions may be brought against Mayor Kwasny, Deputy Mayor Lisa Johnson and Councillor Robin Murray during this term of Council.

For more information on the governing legislation, please contact Municipal Affairs at 780.427.2225 or by email at ma.advisory@gov.ab.ca.

Media contact:

Jennifer Thompson, Chief Administrative Officer
cao@onoway.ca
780-967-5338



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	June 27, 2024
Presented By:	Jennifer Thompson, Chief Administrative Officer
Title:	2024 Tax Enforcement Public Auction

BACKGROUND / PROPOSAL

The Town of Onoway has one property in tax arrears that will be offered for public auction. When a property is in arrears for three years, Council may, through public auction, offer a property for sale to recover taxes. The tax recovery process is legislated such that outstanding tax arrears are collected in a timely manner to continue to provide services, make improvements to infrastructure, and meet financial obligations.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Staff are currently determining a reserve bid to submit to Council for approval prior to the public auction. Council must set this value as close to reasonably possible to market value.

Reserve bid and conditions of sale

419 The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.

1994 cM-26.1 s419

Staff have completed an appraisal and recommend the lower value of appraisal and not assessment due to the condition of this property.

The terms and conditions presented to Council are suggested by Tax Service, the contractor who provides tax recovery services to the Town.

The Auction is to be held between September 15th and November 15th. Staff recommend the date be set for October 17th, 2024, at 10:00 AM to be held at the Onoway Civic Center.

Any time prior to the public auction the registered owner can redeem the property with full payment of taxes.

Currently, Administration also requests Council renew the resolution to add all tax recovery costs to the rolls they are applicable to.

Adding amounts owing to tax roll

553(1) A council may add the following amounts to the tax roll of a parcel of land:

- (f) costs associated with tax recovery proceedings related to the parcel;

STRATEGIC ALIGNMENT

Good Governance

COSTS / SOURCE OF FUNDING

Funds for tax recovery are added to the tax roll and recoverable with proceeds of sale through auction.

RECOMMENDED ACTION

- 1) THAT in accordance with the *Municipal Government Act S.419* Council approves the Terms & Conditions for the 2024 Public Auction as presented AND set the reserve bid for roll number 84 000 of \$\$\$\$

OR

- 2) That Council request further information AND THAT the item be brought forward to a future Regular Meeting of Council for decision.

OR

- 3) Direction provided from deliberations.

Tax Recovery Costs added to the relevant property

- 4) THAT pursuant to the *Municipal Government Act s. 553(1)(f)*, all tax recovery costs be added to the relevant property.

ATTACHMENTS

2024 – Public Auction – Terms and Conditions

2024 - Public Auction – Terms and Conditions

1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.



Town of Onoway Request for Information

Meeting:	Council Meeting
Meeting Date:	June 27, 2024
Presented By:	Jennifer Thompson, Chief Administration Officer
Title:	Best Practices Changes for Procedural Bylaw – Clarification

BACKGROUND / PROPOSAL

Administration was directed to present an updated Procedural Bylaw for Council review at the Regular Meeting of Council on October 12, 2023. Administration also participated in the MAP Review, Phase 2 with the Ministry of Municipal Affairs in April 2024 which identified additional updates to be incorporated in the Procedure Bylaw. An initial draft of the procedure bylaw has been received through Legal Counsel and there are a number of items that Council's decision is required prior to presenting the full bylaw for review.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

Through the Municipal Accountability program it was noted to include an electronic signature authorization so that documents may be signed electronically such as through docusign.

Bill 20 has implications regarding Public Hearings as mandatory electronic meeting participation. This has been incorporated.

Addition of a Committee of the Whole Section

Currently items added to the Council agenda requests an approval from Council. Committee of the Whole would be a separate number section within the Council agenda similar to Action items. Any items added to this section would request a discussion from Council. The discussions arising from these items should provide Administration required direction and information to create a Request for Decision report within the Action Item section for a future Council meeting. Adding this section should create efficiency within the Council meeting.

Deputy Mayor Rotational or Annual

Currently the Deputy Mayor role is appointed annually at the Organizational Meeting. A member of Council had noted that in some municipalities the position is rotational on a quarterly basis.

OPTIONS:

- 1) Maintain the Deputy Mayor as an annual position. This allows for continuity of information on current issues in the absence of the Mayor.

2) Rotational Deputy Mayor would be as follows:

- a. Council will adopt a rotation schedule of three-month terms appointing Councillors to serve as Deputy Mayor. The schedule shall be in the order determined by the drawing of names at the beginning of the Council term. The order shall be limited only by the provision that the first member to serve in a Council term shall not be a newly elected member of Council.
- b. Each Councillor designated as the Deputy Mayor must act as the Mayor when the Mayor is unable to perform the duties of Mayor or if the office of the Mayor is vacant. The Deputy Mayor has the same powers and responsibilities as the Mayor when acting as the Mayor.
- c. In the absence of both the Mayor and the Deputy Mayor, Council may, by resolution, appoint a Councillor as Acting Mayor. The Councillor designated as Acting Mayor must act as the Mayor if both the Mayor and Deputy Mayor are unable to perform the duties of Mayor, or if the office of the Mayor and Deputy Mayor are vacant. The Acting Mayor has all the same powers and responsibilities as the Mayor when acting as the Mayor.
- d. The rotation schedule appointing Councillors to act as Deputy Mayor may be amended by a majority vote of all Members of Council.

It can be determined that the practice is an equal distribution of municipalities reviewed.

Timing

To achieve quorum, staff are recommending 15 minutes to achieve quorum, this could be extended to 30 minutes. Require Council direction for time.

Time for public to attend after Closed session of Council. Currently the time frame is 2 minutes to allow public to return, the proposed time frame is 5 minutes and may be extended should council direct an alternate time. Require Council direction for time.

Proposed time to publish Agenda

CURRENT

“The agenda for each regular and special meeting shall be prepared by the CAO and submitted, together with copies of all pertinent correspondence, statements and reports, to each member of Council by 4:30 p.m. on the Friday of the week prior to the meeting.”

If Council considers the next item of a three week rotation, this would allow staff sufficient time to prepare for the Council meeting. At this time, it is very rushed to prepare for Council meetings being held every two weeks.

Council Meetings Frequency

Within the bylaw Council meeting dates and times are set.

Some municipalities are moving to a three-week rotation, where Council meetings are held every three weeks. This would decrease the number of meetings held in a year to seventeen (17) instead of the twenty-one (21) currently held. This is an option Administration would like Council to consider. One of the advantages is allowing staff the additional time capacity to close out one council meeting to prepare for another. Currently staff are already preparing for the next Council meeting before the next scheduled meeting is held. It also assists in reducing meeting fatigue. Council would be able to change the schedule at any time via resolution as well.

This may affect committee meetings as well if they are set to a certain day of the week during the month. Conflicts with some committee meetings already exist where a member of Council is unable to attend the meetings as they are held the 4th Thursday of the month.

Wording would be that Council hold "Regular Meetings of Council be held every three weeks on Thursday..." or similar wording. Special meetings are able to be scheduled if an emergent item arises.

(attached is a sample calendar of meetings)

Administration would appreciate Council direction on the above items so that the draft Procedural Bylaw may be brought forward for review at the Regular Council meeting on July 11, 2024. Staff would like to review the bylaw with Council prior to bringing it for first reading. The timeline would be to have the bylaw approved prior to the Organizational Meeting in October.

STRATEGIC ALIGNMENT

Good Governance

COSTS / SOURCE OF FUNDING

RECOMMENDED ACTION

ATTACHMENTS – sample calendar

2024

JANUARY

S	M	T	W	T	F	S
	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			

FEBRUARY

S	M	T	W	T	F	S
				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		

MARCH

S	M	T	W	T	F	S
					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						

APRIL

S	M	T	W	T	F	S
	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				

MAY

S	M	T	W	T	F	S
			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	

JUNE

S	M	T	W	T	F	S
						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						

JULY

S	M	T	W	T	F	S
	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			

July 25 Meeting Cancelled for summer

AUGUST

S	M	T	W	T	F	S
				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

August 22 Meeting Cancelled for summer

SEPTEMBER

S	M	T	W	T	F	S
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					

OCTOBER

S	M	T	W	T	F	S
		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		

NOVEMBER

S	M	T	W	T	F	S
					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

DECEMBER

S	M	T	W	T	F	S
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				

December 26th would be CANCELLED



Town of Onoway Request for Decision

Meeting:	Council Meeting
Meeting Date:	June 27, 2024
Presented By:	Jennifer Thompson, CAO
Title:	Council Meeting – September 26, 2024

BACKGROUND / PROPOSAL

Administration is requesting that the September 26, 2024 Council meeting be cancelled due to Council and Administration attending the AB Munis Fall Convention being held in Red Deer from September 25-27, 2024.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES

It is a Council decision to cancel or reschedule meetings. Should matters arise in September where an issue is time sensitive, Council is able to schedule a special Council meeting (as per the MGA section below).

Special council meetings

194(1) The chief elected official

- (a) may call a special council meeting whenever the official considers it appropriate to do so, and
 - (b) must call a special council meeting if the official receives a written request for the meeting, stating its purpose, from a majority of the councillors.
- (2) A special council meeting called under subsection (1)(b) must be held within 14 days after the date that the chief elected official receives the request or any shorter period provided for by bylaw.
- (3) The chief elected official calls a special council meeting by giving at least 24 hours' notice in writing to each councillor and the public stating the purpose of the meeting and the date, time and place at which it is to be held.

(4) A special council meeting may be held with less than 24 hours' notice to all councillors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

(5) No matter other than that stated in the notice calling the special council meeting may be transacted at the meeting unless the whole council is present at the meeting and the council agrees to deal with the matter in question.

1994 cM-26.1 s194

STRATEGIC ALIGNMENT

Good Governance

COSTS / SOURCE OF FUNDING

Budget savings of \$875 per meeting.

RECOMMENDED ACTION

THAT Council cancel the Regular Meeting of Council scheduled for September 26, 2024

Or
direction provided by deliberations.

ATTACHMENTS – NONE.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114222

Dear Chief Elected Officials:

The Government of Alberta administers federal funding through the Canada Community-Building Fund (CCBF) to provide Alberta communities with flexible capital funding to invest in local infrastructure priorities. As you may be aware, the Canada-Alberta agreement for the CCBF for 2014-24 expired on March 31, 2024. The Alberta government is in active negotiations with the Government of Canada on a 10-year renewal agreement that will cover the 2024-34 period.

The Government of Canada sent a draft renewal agreement to Alberta late in 2023, and the agreement has several aspects that are concerning for Alberta and for local governments. As a result, we are standing up for the interests of Alberta in negotiations and doing our utmost to ensure funding continues to flow to local governments with as much flexibility as possible to address local priorities without unnecessary administrative burdens. As these negotiations are ongoing, there may be delays in the 2024 program, including the notification of allocation amounts and timing of payments to local governments.

As discussions with the federal government continue, we are working with the municipal associations to ensure the Alberta government understands the perspectives of local governments. We will continue to advocate for your interests and the interests of the province, and I will provide more information on the signing of the agreement as soon as possible.

Thank you for your understanding and patience during this renewal process.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers

Fw: Important Announcement to the Members of Alberta Municipalities

Jennifer Thompson <CAO@onoway.ca>

Wed 6/19/2024 9:01 AM

To:Debbie Giroux <Debbie@onoway.ca>

For agenda please.

Jennifer

From: Tyler Gandam <president@abmunis.ca>

Sent: Wednesday, June 19, 2024 8:59 AM

To: Jennifer Thompson <CAO@onoway.ca>

Subject: Important Announcement to the Members of Alberta Municipalities

On behalf of the Board of Directors of Alberta Municipalities and Dan Rude, CEO:

We want to share some important news with Alberta Municipalities' members. After over 20 years of dedicated service to Alberta Municipalities, including 7 years as our CEO, Dan Rude has notified the board of his decision to retire effective December 31, 2024. Dan will continue to serve as our CEO until the end of this year.

The board has started a recruitment process with the objective of having Dan's successor in place for the start of 2025. Your association's board is fully committed to conducting a thorough and thoughtful search to ensure we find the right leader and CEO for ABmunis' next chapter. We are also confident that the organization's strong and capable administration team will make the transition seamless at Dan's retirement.

Leaders International has been selected by the Board to execute the recruitment process and we will update members on the CEO search in the months ahead.

"We are deeply grateful for Dan's contribution, commitment, and guidance over the years. Alberta Municipalities has achieved tremendous success under Dan's leadership. His passionate dedication to the organization and to our members has enabled Alberta Municipalities to be the formidable organization that it is today." Tyler Gandam, President

"It has been a privilege to lead Alberta Municipalities and witness the incredible growth and positive change we've achieved together. I am proud of what has been accomplished and have full confidence in the organization's continued success." Dan Rude, CEO

Thank you for your continued support and dedication to Alberta Municipalities.

Tyler Gandam, President and Dan Rude, CEO

Tyler Gandam | President

(27)

Fw: Meeting request with Minister McIver – ABmunis Fall 2024 Convention

Jennifer Thompson <CAO@onoway.ca>

Mon 6/17/2024 9:22 AM

To:Debbie Giroux <Debbie@onoway.ca>;Gino Damo <Gino@onoway.ca>

For next agenda

From: MA Engagement Team <ma.engagement@gov.ab.ca>

Sent: Friday, June 14, 2024 11:36 AM

To: MA Engagement Team <ma.engagement@gov.ab.ca>

Subject: Meeting request with Minister McIver – ABmunis Fall 2024 Convention

Dear Chief Administrative Officer:

I am writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the Alberta Municipalities (ABmunis) Fall 2024 Convention, scheduled to take place at the Westerner Park (4847A 19 Street Red Deer, AB, T4R 2N7) from September 25-27, 2024.

Should your council wish to meet with Minister McIver during the convention, please submit a request by email with potential topics for discussion to ma.engagement@gov.ab.ca no later than **July 12, 2024**.

We generally receive more requests than can be reasonably accommodated over the course of the convention. Requests which meet the following criteria will be given priority for meetings during the convention:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
 - It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the convention.

Engagement Team
Municipal Services Division
Municipal Affairs

From the Office of Dane Lloyd, MP

Lloyd, Dane - Riding 1 <Dane.Lloyd.C1@parl.gc.ca>

Thu 6/20/2024 3:17 PM

To: Heather Bell <hbell@stonyplain.com>

1 attachments (908 KB)

103-20240607-13321-f1744114635-13321_Celebrate-Canada-BBQ_4x5-EN.jpg

Dear Mayor & Council,

Mr. Lloyd would like to extend an invitation to you all to join him for a BBQ lunch next Friday, June 28, 2024 between 11:00 AM - 1:30 PM at Rotary Park in Stony Plain, AB. Please see the attached for all information.

Mr. Lloyd would be happy to see you and connect with you. No RSVP required.

Best,

Luke Inberg

Constituency Affairs

Office of Dane Lloyd, M.P.

Sturgeon River-Parkland

Celebrate Canada
BBQ with
DANE LLOYD, MP

MORINVILLE
JUNE 27
11:30 AM - 1:30 PM
Putnam Law LLP Parking Lot

STONY PLAIN
JUNE 28
11:30 AM - 1:30 PM
Rotary Park

DANE LLOYD MP
STURGEON RIVER-PARKLAND
DANE.LLOYD@PARL.GC.CA
DANELLOYD.CA • 780-823-2050

4807 44 Avenue, Suite 102

Stony Plain, AB T7Z 1V5

Office: 780-823-2050 | Toll-Free: 1-844-809-6411

Fax: 780-823-2055

Email: dane.lloyd.c1@parl.gc.ca



(29)

CELEBRATE CANADA BBQ

WITH DANE LLOYD, MP

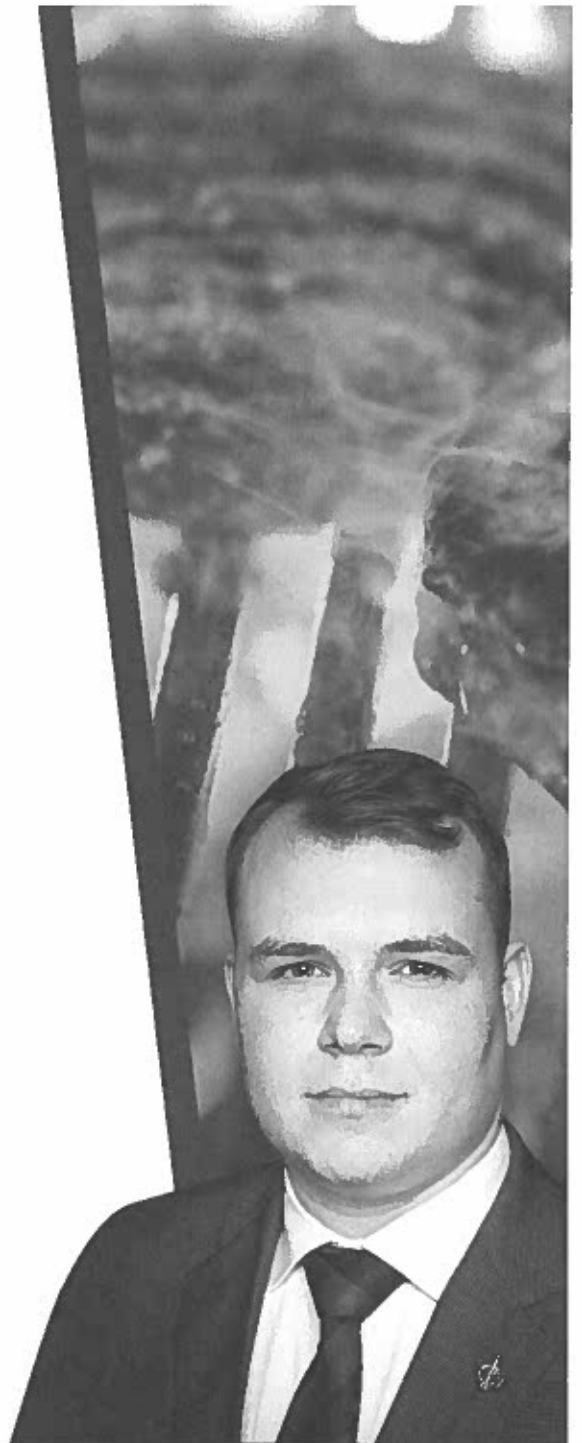
YOU ARE INVITED:
FRIDAY, JUNE 28

WHEN: 11:30 AM - 1:30 PM

WHERE: Rotary Park, Stony Plain
(4815 44 Avenue)

*Enjoy lunch and **celebrate Canada!***

**while quantities last*



DANE LLOYD MP

STURGEON RIVER—PARKLAND

DANE.LLOYD@PARL.GC.CA • DANELLOYD.CA • 780-823-2050