

**AGENDA FOR THE REGULAR MEETING OF  
THE COUNCIL OF THE TOWN OF ONOWAY  
HELD ON THURSDAY, APRIL 4<sup>th</sup>, 2019 IN THE COUNCIL CHAMBERS  
OF THE ONOWAY CIVIC OFFICE AT 9:30 A.M.**

**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

- as is, or with additions or deletions

**3. APPROVAL OF MINUTES**

Pg. 1-4 - March 21, 2019 Regular Council Meeting

**4. APPOINTMENTS/PUBLIC HEARINGS**

Pg. 5-8 10:00 a.m. – Auditor Appointment with Council – Phil Dirks to present 2018 draft audited financial statements (*approve statements as presented or with amendments*)

Pg. 9 10:30 a.m. – Standstone Vacuum Services–Lisa Standeven– Hauling Sunrise Beach and Sandy Beach Effluent to Onoway Lagoon (*discussion and direction at meeting time*)

**5. FINANCE – n/a**

**6. POLICIES & BYLAWS – n/a**

## 7. ACTION ITEMS

Pg 10-38

a) Street Lights New Service – further to Motion 445/18 following our discussion at the meeting of November 15, 2018, Administration has received updated quotes further to those provided by Fortis Alberta in 2016. In December, 2016, the Town received a quote for 16 new LED street lights along 47 Avenue at a total project cost of \$32,259.27 that is fully funded by Fortis Alberta. The new quote from Fortis dated March 25, 2019 for installation of 16 streetlights along 47 Avenue is \$35,981.44, fully funded by Fortis. The December 9, 2016 quote was for installation of 17 new street lights along Lac Ste. Anne Trail North at a total project cost of \$72,055.31, with Fortis Alberta's share of the cost being \$46,189.00 and the Town's costs totaling \$27,159.63. The updated quote dated March 25, 2019 for 25 poles installed, shows the total project cost is \$72,462.84, with Fortis Alberta's share being \$53,730.00, and the Town's contribution totaling \$19,669.48. *(for discussion and direction as given by Council at meeting time)*

b) Draft 2019 Capital and Operating Budget – to be distributed and reviewed at the meeting. *(for discussion and direction as given by Council at meeting time)*

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c) Business Security – please refer to the attached March 29, 2019 email from Dustin Medori, President, Academy Fabricators, inquiring about cost sharing to cover security on evenings and weekends for businesses in Onoway. *(for discussion and direction as given by Council at meeting time)*

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d) National Day of Mourning – please refer to the Workers' Compensation Board (WCB) correspondence from Dayna Therien dated March 25, 2019 regarding declaring April 28, 2019 as a day of remembrance for workers killed, injured or disabled at work. *(for discussion to approve lowering flags to half-mast on April 28 and to display poster and sticker)*

Pg. 41

e) Lake Isle and Lac Ste. Anne Water Quality Society (LILSA) – please refer to the March 29, 2019 letter from Mayor Jim Benedict, Town of Alberta Beach challenging Onoway to a friendly competition to host a local membership drive through May and June to assist the Society with their programs, events and applying for grants. *(for discussion and direction as given by Council at meeting time)*

f)

g)

h)

## 8. COUNCIL, COMMITTEE & STAFF REPORTS

a) Mayor's Report

b) Deputy Mayor's Report

Pg 42

- Unstoppable Conversations Meeting request – Wendy Schneider

c) Councillor's Reports (x3)

d) CAO Report

- Community Hall

- Canada Day Celebrations

Pg 43-47

- Nomination for Minister's Award for Municipal Excellence

Pg 48

- Lac Ste. Anne County – May 1, 2019 Public Hearing regarding the establishment of a Municipally Controlled Corporation – Onoway Regional Medical Clinic

e) Public Works Report

## 9. INFORMATION ITEMS

a) Land Use Bylaw Amendment Referral to Adjacent Municipalities – March 4, 2019 letter from Andrew Chell, Development Officer, Lac Ste. Anne County providing information about the County Public Hearing for Bylaw 24-2014 which took place on March 23, 2019.

Pg 49-56

b) Lac Ste. Anne Foundation – March 14, 2019 letter advising that the 2019/2020 Municipal Requisition amount is \$24,295.60 and showing all members' requisition Amounts.

Pg 57-59

c)

d)

e)

**10. CLOSED SESSION** - Pursuant to Section 197(2) of the Municipal Government Act and Section 21(1) of the Freedom of Information and Protection of Privacy Act (FOIP) – Disclosure Harmful to Intergovernmental Relations

**11. ADJOURNMENT**

**12. UPCOMING EVENTS:**

- April 18, 2019 – Regular Council Meeting 7:00 p.m.
- April 29, 2019 – May 1, 2019 – Community  
Planning Ass'n Conf – Red Deer
- May 2, 2019 – Regular Council Meeting 9:30 a.m.
- May 16, 2019 – Regular Council Meeting 7:00 p.m.
- June 6, 2019 – Regular Council Meeting 9:30 a.m.
- June 20, 2019 – Regular Council Meeting 7:00 p.m.

**TOWN OF ONOWAY**  
**REGULAR COUNCIL MEETING MINUTES**  
**THURSDAY, MARCH 21, 2019**  
**COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE**

|           |   |  |
|-----------|---|--|
|           | <b>PRESENT</b>                          | Mayor: Judy Tracy<br>Councillor: Jeff Mickle<br>Councillor: Wade Neilson<br>Councillor: Pat St. Hilaire<br><br>Administration: Wendy Wildman, Chief Administrative Officer<br>Debbie Giroux, Recording Secretary       |
|           | <b>ABSENT</b>                           | Deputy Mayor: Lynne Tonita<br>Jason Madge, Public Works Manager  |
| <b>1.</b> | <b>CALL TO ORDER</b>                    | Mayor Judy Tracy called the meeting to order at 7:01 p.m.  |
| <b>2.</b> | <b>AGENDA<br/>Motion #070/19</b>        | <b>MOVED</b> by Councillor Pat St. Hilaire that Council approve the agenda of the regular Council meeting of Thursday, March 21, 2019 with the following addition:<br><br>7e) Mayor Remuneration<br><br><b>CARRIED</b> |
| <b>3.</b> | <b>MINUTES<br/>Motion #071/19</b>       | <b>MOVED</b> by Councillor Wade Neilson that the minutes of the Thursday, March 7, 2019 regular Council meeting be approved as presented.<br><br><b>CARRIED</b>  |
| <b>4.</b> | <b>APPOINTMENTS/PUBLIC<br/>HEARINGS</b> | n/a  |
| <b>5.</b> | <b>FINANCE<br/>Motion #072/19</b>       | <b>MOVED</b> by Councillor Jeff Mickle that the March 19, 2019 Operating Revenue and Expense Report be accepted for information as presented.<br><br><b>CARRIED</b>  |
| <b>6.</b> | <b>POLICIES &amp; BYLAWS</b>            | n/a  |
| <b>7.</b> | <b>ACTION ITEMS<br/>Motion #073/19</b>  | <b>MOVED</b> by Councillor Wade Neilson that the Town of Onoway participate in GROWTH Alberta/ATCO's internet pilot project, being coordinated through Troy Grainger, GROWTH Alberta.<br><br><b>CARRIED</b>            |



TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 21, 2019  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

|    |   |   |
|----|---|---|
|    | <p><b>Motion #074/19</b></p>  | <p><b>MOVED</b> by Councillor Pat St. Hilaire that Council and Administration be authorized to register a foursome team in the Victim Services Society of Stony Plain, Spruce Grove and District Golf Tournament which is taking place on Thursday, August 22, 2019 at 9:00 a.m. at The Links Golf Course in Spruce Grove, provide promotional materials for same and further, that Council challenge our neighbouring municipalities to match Onoway's participation.</p> <p style="text-align: right;"><b>CARRIED</b></p> |
|    | <p><b>Motion #075/19</b></p>  | <p><b>MOVED</b> by Councillor Pat St. Hilaire that Council, Chief Administrative Officer (CAO) and the lagoon operator be authorized to attend the Friday, April 5, 2019 meeting (and all subsequent meetings) being arranged by Lac Ste. Anne County to discuss a Regional Plan for the Lagoon Discharge Line from Sandy Beach to Onoway (locations of meetings to be determined).</p> <p style="text-align: right;"><b>CARRIED</b></p>  |
|    | <p><b>Motion #076/19</b></p>  | <p><b>MOVED</b> by Councillor Jeff Mickle that Council and Administration be authorized to attend the Rich Valley Agricultural Society's Dueling Pianos Event on Saturday, April 6, 2019 at 7:00 p.m. at the Rich Valley Agriplex as guests of Standstone Vacuum Services Ltd.</p> <p style="text-align: right;"><b>CARRIED</b></p>   |
|    | <p><b>Motion #077/19</b></p>  | <p><b>MOVED</b> by Councillor Wade Neilson that the Mayor's remuneration be adjusted as follows, retroactively to March 1, 2019:<br/>         \$75.00 additional for days when Mayor attends 3 or more meetings;<br/>         and \$150.00 additional per month for expenses.</p> <p style="text-align: right;"><b>CARRIED</b></p>  |
| 8. | <p><b>COUNCIL, COMMITTEE &amp; STAFF REPORTS</b></p> <p><b>Motion #078/19</b></p> | <p><b>MOVED</b> by Councillor Pat St. Hilaire that Council and Administration be authorized to attend the Onoway and District Chamber of Commerce Lunch and Learn being held on Thursday, March 28, 2019 at 11:30 a.m. at the ATB in Onoway.</p> <p style="text-align: right;"><b>CARRIED</b></p>   |
|    | <p><b>Motion #079/19</b></p>  | <p><b>MOVED</b> by Councillor Wade Neilson that the verbal Council reports and the written and verbal reports from the Chief Administrative Officer be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>  |
|    |   |   |

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 21, 2019  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

|            |   |  |
|------------|---|--|
| <b>9.</b>  | <b>INFORMATION ITEMS</b><br><b>Motion #080/19</b> | <p><b>MOVED</b> by Councillor Jeff Mickle that Council accept the following items for information as presented:</p> <p>a) Community Peace Officer Report – February, 2019<br/> b) Alberta Urban Municipalities Association (AUMA) / Alberta Municipal Services Corporation (AMSC) – March 6, 2019 letter from Barry Morishita, AMSC Chair, advising that risk management has been successful and municipalities who subscribe to this insurance have received a 5% to 20% decrease in 2019 premiums.</p> <p style="text-align: right;"><b>CARRIED</b></p>  |
|            |   |  |
| <b>10.</b> | <b>CLOSED SESSION</b>                             | <p><b>CLOSED SESSION:</b></p> <p>The following individuals were present for the Closed Session:<br/> Mayor Judy Tracy<br/> Councillor Jeff Mickle<br/> Councillor Wade Neilson<br/> Councillor Pat St. Hilaire<br/> Chief Administrative Officer Wendy Wildman<br/> Recording Secretary Debbie Giroux</p> <p style="text-align: center;"><b>Motion #081/19</b></p> <p><b>MOVED</b> by Councillor Pat St. Hilaire that, pursuant to Section 197(2) of the Municipal Government Act, Section 17(4) and Section 21(1) of the Freedom of Information and Protection of Privacy Act (FOIP), Council move to a Closed Session at 8:10 p.m. to discuss the following items:</p> <ol style="list-style-type: none"> <li>1. "Personnel"</li> <li>2. "Disclosure Harmful to Intergovernmental Relations"</li> </ol> <p style="text-align: right;"><b>CARRIED</b></p> <p>Council recessed from 8:10 to 8:15 p.m.</p> <p style="text-align: center;"><b>Motion #082/19</b></p> <p><b>MOVED</b> by Councillor Pat St. Hilaire that Council move out of Closed Session at 8:20 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Council recessed from 8:20 p.m. to 8:25 p.m.</p> |
|            |   |  |
| <b>11.</b> | <b>ADJOURNMENT</b>                                | <p>As all matters on the agenda have been addressed, Mayor Judy Tracy declared the meeting adjourned at 8:25 p.m.</p>  |

TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, MARCH 21, 2019  
COUNCIL CHAMBERS OF THE ONOWAY CIVIC OFFICE

|            |                        |                |                         |           |
|------------|------------------------|----------------|-------------------------|-----------|
|            |                        |                |                         |           |
|            |                        |                |                         |           |
| <b>12.</b> | <b>UPCOMING EVENTS</b> | April 4, 2019  | Regular Council Meeting | 9:30 a.m. |
|            |                        | April 18, 2019 | Regular Council Meeting | 7:00 p.m. |
|            |                        | May 2, 2019    | Regular Council Meeting | 9:30 a.m. |
|            |                        | May 16, 2019   | Regular Council Meeting | 7:00 p.m. |
|            |                        | June 6, 2019   | Regular Council Meeting | 9:30 a.m. |
|            |                        | June 20, 2019  | Regular Council Meeting | 7:00 p.m. |

\_\_\_\_\_  
Mayor Judy Tracy

\_\_\_\_\_  
Debbie Giroux  
Recording Secretary

DRAFT



April 4, 2019

Town of Onoway  
Box 540  
Onoway, AB  
T0E 1V0

**Attention: Town Council Members**

Dear Council Members:

**RE: 2018 AUDIT**

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to the Town Council ("Council"). Additionally, during the course of our audit we identified matters that may be of interest to management.

The objective of our audit was to obtain reasonable assurance that the financial statements are free of material misstatement. Our audit was not designed for the sole purpose of identifying matters to communicate. Accordingly, our audit would not necessarily identify all such matters that may be of interest to Council and management and it is inappropriate to conclude that no such matters exist.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of the Board and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

**SIGNIFICANT FINDINGS FROM THE AUDIT**

Our objective is to communicate appropriately to the Council and management deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the Town financial statements, and as such, our audit report is without reservation with respect to these matters.

**Significant Deficiencies in Internal Control**

Our audit procedures did not reveal any significant deficiencies in internal control.

### **Significant Accounting Policies**

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the Town. The application of those policies often involves significant estimates and judgments by management.

We are of the opinion that the significant accounting policies, estimates and judgments made by management do not materially misstate the financial statements taken as a whole. However, we provide the following comments.

### **Uncorrected Misstatements**

There were no significant uncorrected misstatements aggregated by our Firm, for the year ended December 31, 2018.

After considering both quantitative and qualitative factors with respect to the uncorrected misstatements above, we agree with management that the financial statements are not materially misstated.

### **Significant Difficulties Encountered During the Audit**

We encountered no difficulties during our audit that should be brought to the attention of Council.

Several adjustments were made both by our staff and Town staff after to ensure the Town's accounting records were not materially misstated. The more significant adjustments related to tangible capital assets and related grant funding. This type of accounting assistance is common with our smaller local government clients and we do not mind providing this assistance. However, if these adjustments were made during the course of the year, the Town's financial reporting would be more accurate.

### **Management Representations**

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

### **OTHER MATTERS**

#### **Inventory**

Currently the Town does not record inventory of supplies, parts, gravel, sand, etc. The cost of these items on hand at year-end may be insignificant however performing a physical count / inspection, performed by someone independent of purchasing, is a good practice.

#### **Tax Sale Properties**

Currently the Town's tax receivables include \$72,195 related to properties the Town obtained through the tax sale process.

The Town may want to take steps to sell or develop these properties in an attempt to expedite the recovery of these amounts.

### **Reserves**

Previously we indicated the Town did not maintain a record of various reserve transactions (other than what is recorded in the general ledger). To provide a reference as to the nature of various reserve transactions we recommended the Town maintain a spreadsheet documenting all reserve transactions.

During 2018 the Town developed a spreadsheet to track reserve transactions.

### **Budget Approval**

As we noted previously, Council's approval of the annual operating and capital budgets is documented in the Council minutes. However, to provide evidence the budget figures reported in the Town's financial statements are in fact the approved budget amounts that were approved by Council, we recommend two Council members and the Chief Administrative Office sign and date the budget Council approved and a copy be kept on file.

### **AUDITOR INDEPENDENCE**

We believe it is important to communicate, at least annually, with you regarding all relationships between the Town and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the CPA Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between the Town and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2018 to April 4, 2019.

We wish to express our appreciation for the co-operation we received during the audit from the Town staff.

Yours truly,

**METRIX GROUP LLP**



Philip J. Dirks, CPA, CA  
Partner

PJD/cjo

D  
R  
A  
F  
T

## Debbie Giroux

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**From:** Wendy Wildman <cao@onoway.ca>  
**Sent:** March 5, 2019 3:08 PM  
**To:** 'Lisa Standeven'  
**Cc:** 'Debbie Giroux'  
**Subject:** RE: Sandy and Sunrise Effluent

Lisa the agenda for March 7<sup>th</sup> has already been prepared and released, we can schedule you for our March 21<sup>st</sup>, 2019 meeting (its an evening meeting).

Does that work?

W

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

**NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: [cao@onoway.ca](mailto:cao@onoway.ca)**

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**From:** Lisa Standeven <lisa@standstonevac.ca>  
**Sent:** March 5, 2019 2:42 PM  
**To:** cao@onoway.ca  
**Subject:** Sandy and Sunrise Effluent

Hi Wendy,

We have just been notified that we have to haul the Sunrise and Sandy Beach effluent to the Northeast Lagoon. That seems like a very long distance.

We will continue to look for other options. To that end, we would like to be added to the Onoway Council Meeting agenda, this Thursday.

Thank you,  
Lisa

Lisa Standeven  
VP Operations



March 25, 2019

Town of Onoway  
c/o Town of Onoway  
Attn: Jason Madge  
4812 51 Street  
PO Box 540  
Onoway, Alberta  
T0E 1V0

Billing Customer: Town of Onoway  
Service Location: SE-35-54-02-5  
Existing Site Identification Number: 0040001227702  
Request Number: 500073127-01

Dear Mr. Jason Madge,

**Subject: Street Light - New Service**

FortisAlberta delivers electricity in Alberta communities and maintains local electrical lines and poles. Our customers are central to everything we do. That's why we consistently invest in our communities and why we are always working on ways to improve our service.

This Quotation Package for a new electrical service (project) includes important information about your quote and the construction of your service.

This package contains an Estimate Print specific to your project along with, a Schedule for Services which details FortisAlberta's terms and conditions and construction process. Also included is a rate sheet which explains what you can expect on your Retailer bill. It is important that you the customer or your assigned representative thoroughly read all information in this Quotation Package.

Please note: There are no Customer Contribution Costs (\$0.00) (payable amount) associated with this project.

## CUSTOMER CONTRIBUTION

The breakdown of the project costs include:

|   |                      |
|---|----------------------|
| <b>Total Project Costs</b>                      | <b>\$35,981.44</b>   |
| <b>FortisAlberta Share (company investment)</b> | <b>(\$35,981.44)</b> |
| <b>Total Customer Project Costs</b>             | <b><u>\$0.00</u></b> |
| <b>Add: GST</b>                                 | <b>\$0.00</b>        |
| <b>Total Customer Contribution</b>              | <b><u>\$0.00</u></b> |

FortisAlberta's current investment level for streetlight has been calculated in accordance with the Customer Contributions Schedules in FortisAlberta's Customer Terms and Conditions. (Appendix "B")

## DESIGN DETAILS

As the Estimate Print indicates, design of this project includes the following:

- Primary line built: 0 meters, 14.4 kV, Single Phase, Overhead
- Transformers installed: 1 - 15 kVA, 120/240 V, Overhead
- Meter to be installed: Unmetered
- Quantity of Streetlights installed and Wattage: 15x 100W LED Luminaires, 1x 150W LED Luminaires
- Poles installed: 1

## CUSTOMER RESPONSIBILITIES

You or your representative are responsible for ensuring adherence to FortisAlberta's metering standards per the Service and Metering Guide.

You are also responsible for costs incurred to install facilities not included in the attached Estimate Print, including secondary lines.

As the town has applied for these lights, they shall be energized upon construction completion.

## TO START THIS PROJECT

If you are interested in proceeding with this project and want to accept the proposal as outlined in this quotation package, please sign the Quotation Acceptance/Notification to Proceed page and return it to FortisAlberta within 60 days of the date of quotation by either:

- 1) Scanning and e-mailing the Quotation Acceptance/Notification to Proceed page to [acceptance@fortisalberta.com](mailto:acceptance@fortisalberta.com) or;
- 2) Faxing the Quotation Acceptance/Notification to Proceed page to (403) 514-4415, or;
- 3) Mailing the Quotation Acceptance/Notification to Proceed page to:  
FortisAlberta, c/o C25010 PO Box 2532 Stn M, Calgary, Alberta, T2P 5P9.

Where payment is required, you may include it with your Quotation Acceptance/Notification to Proceed page when returned.

### **SERVICE BILLING**

FortisAlberta bills your Retailer for monthly distribution services, and your Retailer then passes these costs to you, the customer.

The current Streetlight Service Rate 31 has a service charge of approximately \$22.14/month. This does not include energy consumption costs, riders, local fees and GST.

There are costs associated with having facilities in place and ready to serve you even if you are not using any energy consumption. As a result, your bill may reflect service charges 30 days after construction has been completed, regardless of whether you are using this service.

### **FOR MORE INFORMATION**

For more information about your electrical service, electrical upgrade and/or your quotation package, please view our website at [www.fortisalberta.com](http://www.fortisalberta.com). You can also check the status of your Application online at [Project Status Portal](#).

If you have further questions, please call me at: 403-514-4147 or Toll Free at: 866-822-9134.

Yours truly,



(for)  
Joyce Warren  
Quotation Analyst

#### **Attachments:**

- Quotation Acceptance/Notification to Proceed
- Schedule "A"
- Estimate Print





**QUOTATION ACCEPTANCE/NOTIFICATION TO PROCEED**

By signing and returning this Quotation Acceptance/Notification to Proceed page to FortisAlberta, you are acknowledging and accepting all terms within this quotation package along with FortisAlberta's Customer Terms and Conditions. Once FortisAlberta receives this signed page and payment, (if required), we will proceed with your request.

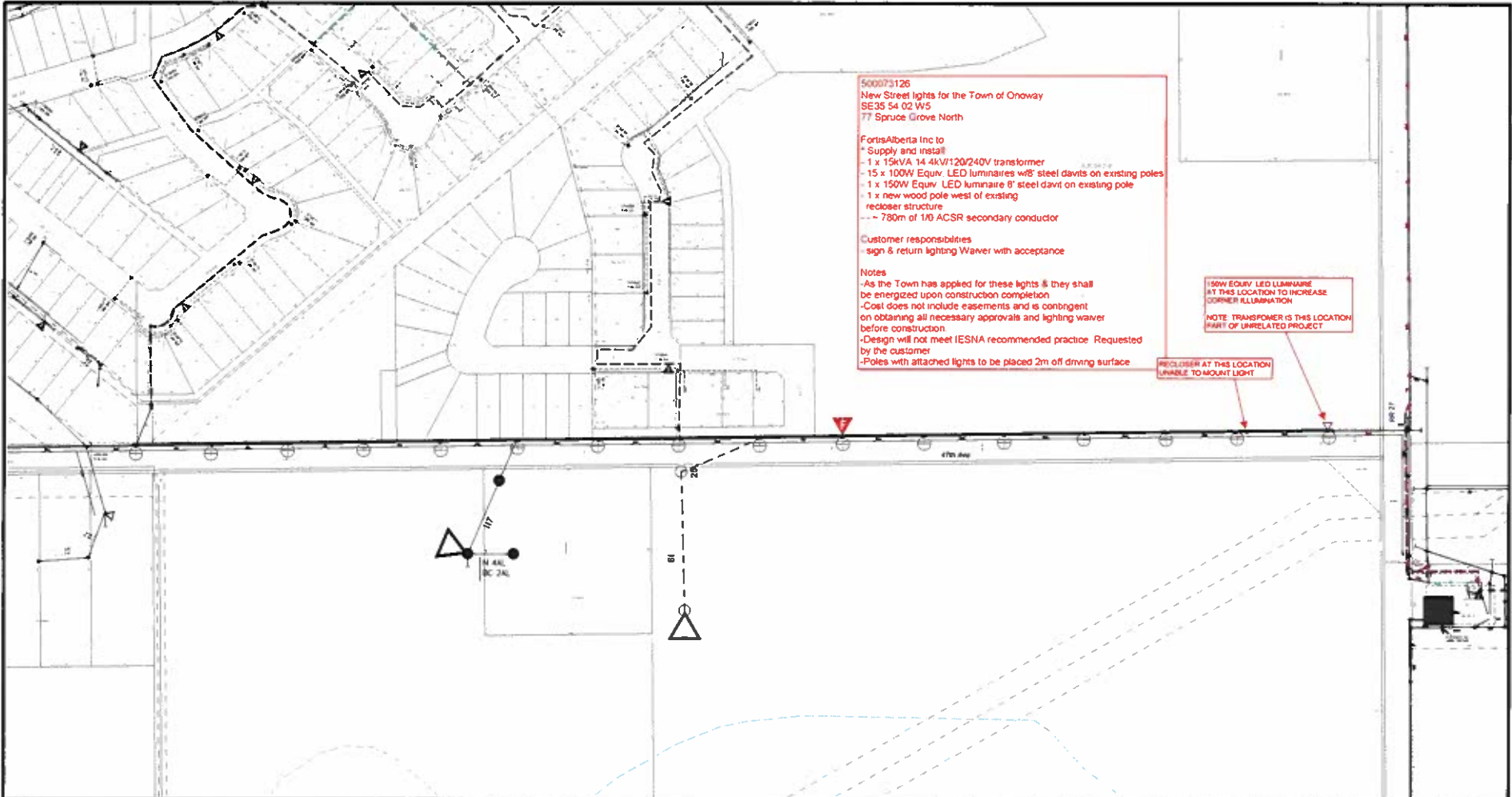
The terms in this quotation package will be in effect for 60 days from the Date of Quotation (noted below).

FortisAlberta reserves the right to requote under the following conditions:

- The customer has not returned this Quotation Acceptance/Notification to Proceed to FortisAlberta within 60 days of the Date of Quotation (noted below) but still requires the service;
- There are changes to the scope of the project as outlined in Schedule "A" under "About Construction" after FortisAlberta receives the Quotation Acceptance/Notification to Proceed;
- FortisAlberta has received the Quotation Acceptance/Notification to Proceed but construction has not commenced, for any reason within six months from the Date of Quotation.

Please note: If this project is cancelled by the Customer or by FortisAlberta at any time after this quotation package has been accepted, the customer may be responsible for direct and indirect costs incurred by FortisAlberta.

|   |                |
|---|----------------|
| Date of Quotation                           | March 25, 2019 |
| FortisAlberta Request/Reference #           | 500073127-01   |
| Total Customer Contribution (Amount to Pay) | \$0.00         |
| Quoted By                                   | Joyce Warren   |
| Company/Customer Name (Please Print):       |                |
| Position (if applicable):                   |                |
| Customer Signature:                         |                |
| Date:                                       |                |



Preliminary Not For Construction

NOTES

CONTACT FORTISALBERTA TO CONFIRM ON-SITE ALIGNMENTS AND POWER SOURCE LOCATION



LEGEND

|         |                     |
|---------|---------------------|
| RED     | NEW PRIMARY         |
| PURPLE  | NEW SECONDARY       |
| BLACK   | SALVAGE             |
| GREEN   | BRUSHING            |
| BLACK   | EXISTING FACILITIES |
| MAGENTA | POSTED PROPOSED     |

LAND ONLY TO SCALE 1:2,500  
 Print 1:0

Designer: Warren, Joyce  
 Customer: Town of Onoway  
 Location: NE 35-54-2-5

Date: 3/25/2019  
 WO#FO# 500073127

114



March 25, 2019

Project Name: Town of Onoway  
Project Number: 500073127-01

Thank you for the opportunity to provide lighting services to your Municipality.

This proposal has been prepared based on information provided by you or your consultant. As per your request, this project has not been designed to meet Illuminating Engineering Society of North America ("IESNA") guidelines. We wish to bring this point to your attention, since we recommend that all lighting systems be designed to meet IESNA guidelines.

We will however, respect your decision should you choose to proceed with this lighting installation even though it does not meet IESNA guidelines.

In the event that you do wish to proceed with that decision, we would simply ask that you acknowledge and agree to the provisions below, as FortisAlberta has a legal duty to maintain a safe electrical service and we must protect ourselves from assuming liability for this course of action. To that end, we request that you review and accept the following acknowledgement.

Please sign, date, and return a copy of the acknowledgement below to our office to indicate your acceptance.

If you have any further questions, please contact me at 403-514-4147. Toll Free at 866-822-9134.

Yours truly,

A handwritten signature in black ink, appearing to read "Joyce Warren".

(for)  
Joyce Warren  
Quotation Analyst

On behalf of the Town of Onoway (the "Municipality"), the undersigned hereby acknowledges and agrees that:

(a) in its capacity as an electric distribution service provider to the Municipality, FortisAlberta has informed the Municipality of, and described to the Municipality, applicable roadway lighting systems' standards contained in IESNA RP-8 (the "Applicable Standards");

(b) FortisAlberta has made all reasonable efforts to recommend that the Municipality comply with the Applicable Standards regarding the Municipality's Street Lighting Policies (the "Policies") applicable to the design, construction, operation and maintenance of the Municipality's street lighting;

(c) notwithstanding FortisAlberta's recommendation that the Municipality comply with the Applicable Standards regarding the Policies, the Municipality has decided, in good faith, not to comply with the Applicable Standards regarding the Policies;

(d) the Municipality requires FortisAlberta to comply with the Policies even if the Policies differ materially from the Applicable Standards with the result that the actual street lighting in the Municipality does not comply with the Applicable Standards;

(e) in making all reasonable efforts to recommend that the Municipality comply with the Applicable Standards, FortisAlberta has discharged any statutory obligation owing to the Municipality under the Electric Utilities Act (Alberta), as amended, including any regulations arising thereunder;

(f) the risks associated with reducing or eliminating street lighting within the Municipality could include, but are not limited to, increased rates and severity of accidents involving vehicles, pedestrians or both and increased rates and severity of crime within the Municipality;

(g) the Municipality shall assume all risks associated with its decision not to comply with the Applicable Standards and shall defend, indemnify and hold harmless FortisAlberta and its agents, contractors, directors and employees for any and all losses, liabilities, claims, damages, liens, causes of action, awards, judgments, costs and expenses of whatever kind or nature and howsoever caused, which arise out of or are in any way connected with the Municipality's decision not to comply with the Applicable Standards, including, but not limited to, actions arising from injury or death to any person or persons, damage to any property, regardless of where located, and any workers' compensation suit arising from the Municipality's decision not to comply with the Applicable Standards; and

(h) the Municipality agrees to pay all costs and expenses (including legal fees on a solicitor-and-client basis) of FortisAlberta incurred with respect to any proceedings or actions arising from the Municipality's decision not to comply with the Applicable Standards.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Name of Municipality

Per: \_\_\_\_\_

Name and Title: \_\_\_\_\_

## Power line contacts are hazardous

You cannot tell if a power line is energized just by looking at it. Even if the line is not live one moment, automatic switching equipment may restore power to the line without warning. The protective covering on some power lines is not insulation; it only protects the line from the weather. It won't protect you from electrical contact.

The electricity in a power line always seeks a path to the ground. This path might include a tree, a vehicle, or a fence. These objects then become energized. If you touch the energized line or object, the electricity can flow through your body. Keep away from any object that is in contact with a power line (minimum 10m).

Once electricity comes into contact with the ground or object, such as a vehicle or tree, they can become energized. The electricity then flows through the ground over a wide area, spreading out like ripples in a pool of water. The voltage in the ground is very high at the point of electrical contact. Farther away, the voltage drops off. With power lines of up to 25,000 volts, the voltage drops to zero at about 10 metres. However, if the ground is wet, it will be more than 10 metres from the point of contact to the point where the voltage drops to zero.

To stay safe inside equipment or a vehicle that is in contact with a power line (overhead and underground) – follow these steps:

- If possible, move the equipment or vehicle away to break contact with the power line (min. 10m away).
- If the equipment or vehicle cannot be moved, call 911 and the power company. **STAY INSIDE** the equipment or vehicle until the power company and emergency crews arrive onsite and let you know the power line has been de-energized. If anyone approaches while you are waiting, open the window and tell them to keep away (min. 10m).
- If you must get out of the equipment or vehicle (in the case of fire) jump out with your feet together. Never touch the ground and the vehicle/ equipment at the same time. Move away slowly by shuffling and keeping both feet close together, or by bunny

hopping away slowly. Do this until you are at least 10 metres away from the vehicle/equipment.

### When to be extra careful...

Our research also reveals that most of these incidents occurred at the beginning of the week either just before or after lunch, between Monday and Wednesday from 10 a.m. to 2 p.m.

### Make sure you'll get home safely...

- Take responsibility for your own safety
- Always make a safe work plan, and ask yourself, "Where's the Line?"
- Know your proximity to overhead power lines when parked or operating equipment: remember to keep a minimum distance of 7 metres away. If you have to get closer, call FortisAlberta 310-WIRE (9473) or 1-855-333-9473 before you encroach on the power lines so we can assist you.

### Most incidents occur at work...

Most of the incidents occur in Alberta's busiest industries – oil and gas, construction, transportation and agriculture. Below is a list of the types of equipment that most often contact overhead and underground power lines:

- Trackhoes
- Gravel trucks
- Backhoes
- Crane trucks
- Delivery trucks and high load moves
- Farm equipment (tractors, combines, air seeders, sprayers, grain augers)

**FORTIS  
ALBERTA**  
our promise is your power

## Electrical Safety



## What you need to know to stay safe

**FORTIS  
ALBERTA**  
our promise is your power

For electrical emergencies  
call us at **310-WIRE (9473)**  
or **1-855-333-9473**

**MISSION ZERO**  
Preventable Injuries

**FortisAlberta brings electricity to homes, businesses and oilfields across Alberta**

We work with this dangerous product every day so we follow strict guidelines and never compromise safety.

We also urge the public to keep safety top-of-mind. Every day someone comes in contact with a power line, risking serious injury or death. While most incidents occur at work, you still need to keep safety in mind at home.

**Seven is more than a lucky number...**

It's also the number of metres that you must stay away from any power line when parked and operating equipment. If you think you have to get closer, call us first at 310-WIRE (9473) or 1-855-333-9473.

**If you come upon a downed power line...**

Stay at least 10 metres away and phone us right away at 310-WIRE (9473) or 1-855-333-9473. Make sure nobody else comes near. If the power line has come down on your equipment or vehicle, stay inside and call for help. If you must get out of the equipment or vehicle (in the case of fire) jump out with your feet together. Never touch the ground and the vehicle/equipment at the same time. Move away slowly by shuffling and keeping both feet close together, or by bunny hopping away slowly. Do this until you are at least 10 metres away from the vehicle/equipment.

**WHERE'S THE LINE?**  
POWER LINE SAFETY

[wherestheline.ca](http://wherestheline.ca)

Power lines are constructed according to Alberta Electric Utility Code Standards. The overhead power lines and communication lines are installed and maintained to permit the safe movement of equipment, buildings, or objects. There are two different approach distances to power lines that must be understood and maintained by workers and the general public:

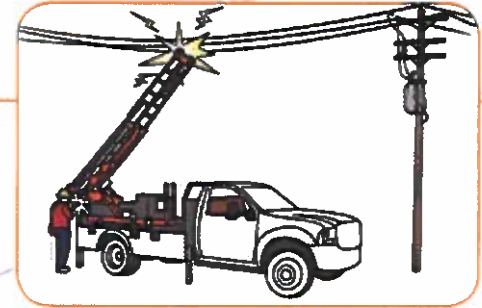
1. distances while equipment is moving
2. distances while equipment is parked and operating near a power line.

The following chart highlights safe distances while passing under power and communication lines. The heights shown reflect the maximum height equipment, buildings or objects can be.

**Safe distances while passing under power lines**

|                        |   |
|------------------------|---|
| 3.6 metres (11.8 feet) | areas normally accessible to pedestrians only                   |
| 4.1 metres (13.5 feet) | driveways to residences or residential garages                  |
| 4.2 metres (13.7 feet) | areas where agricultural equipment is normally used             |
| 4.2 metres (13.7 feet) | farm or yard entrances or farm field access roads               |
| 4.3 metres (14.1 feet) | right of way of underground pipelines                           |
| 4.8 metres (15.7 feet) | lanes, alleys or entrances to commercial or industrial premises |
| 5.3 metres (17.3 feet) | roads and highways  |
| 5.3 metres (17.3 feet) | crossing oilfield lease roads                                   |

If your equipment, buildings or objects exceed these heights in the above chart, you must contact your electrical service provider before proceeding.



*Do not approach or touch anything, such as a vehicle, tree or fence that is in contact with a power line.*

Equipment and machinery is getting bigger all the time. Busy operators often have long days with tight timelines.

- **Be aware of the size of your equipment** – our power lines are designed and maintained to Alberta Electrical Utility Code standards. Depending on the location, power lines (includes guy wires) - can be as low as 3.7 metres from the ground.
- **Pile safety** – locate piles (dirt, gravel, etc) away from power lines and where kids can't climb too near. Remember the 7 metre rule!
- **Watch tree branches** – overgrown vegetation may be too close to overhead wires and make pruning dangerous. Don't take chances!
- **Call before you dig** – before doing any ground disturbance, contact Alberta One-Call at 1-800-242-3774 to locate any underground facilities. Underground excavation accounts for more than 20 per cent of power line contacts.
- **Plan your recreation – away from power lines.** FortisAlberta is aware of situations where a parachute and sailboat have each contacted a power line.

Call us at 310-WIRE (9473) or 1-855-333-9473 with your electrical safety concerns or visit [www.fortisalberta.com](http://www.fortisalberta.com)

# Nip future problems in the bud And keep your investment *growing*

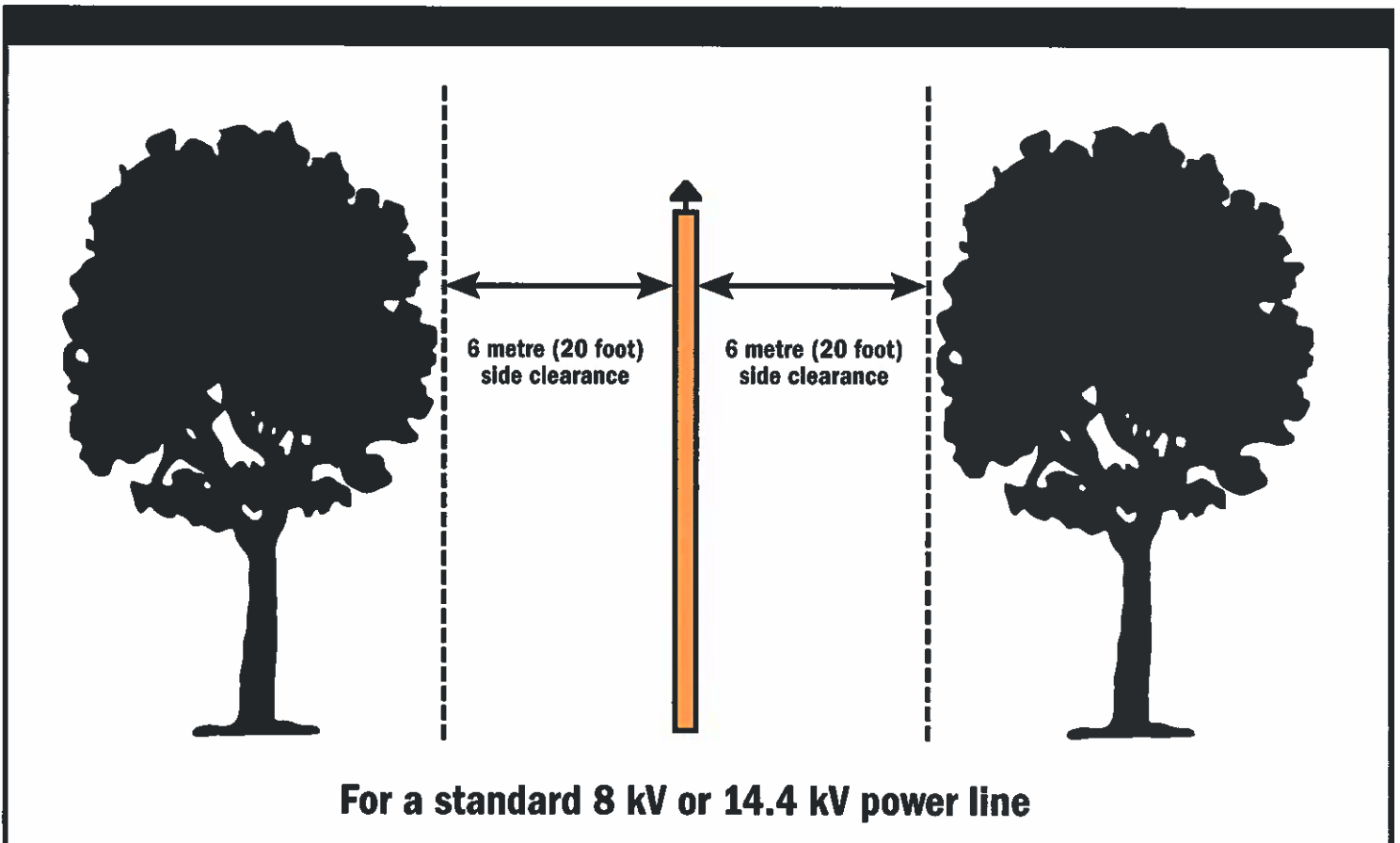


Tall-growing trees that come in contact with power lines can present a safety risk to people and animals. Most of the time, it will interrupt your power. Every year trees that grow into power lines cause more than 70,000 hours of outage time – an inconvenience that can be avoided.

FortisAlberta has an extensive tree and brush clearing program which helps to avoid safety hazards associated with contacts to power lines. However, it is important that customers realize the importance of planting tall-growing trees a safe distance from electrical equipment.

It is very important that customers plant new tall-growing trees at least eight metres from power lines. Trees planted near higher voltage transmission lines require even greater clearances.

Trees are an investment and it is important that trees are safe, now and in the future. Nip tomorrow's problems in the bud by planting trees in safe locations today – and keep your investment growing.

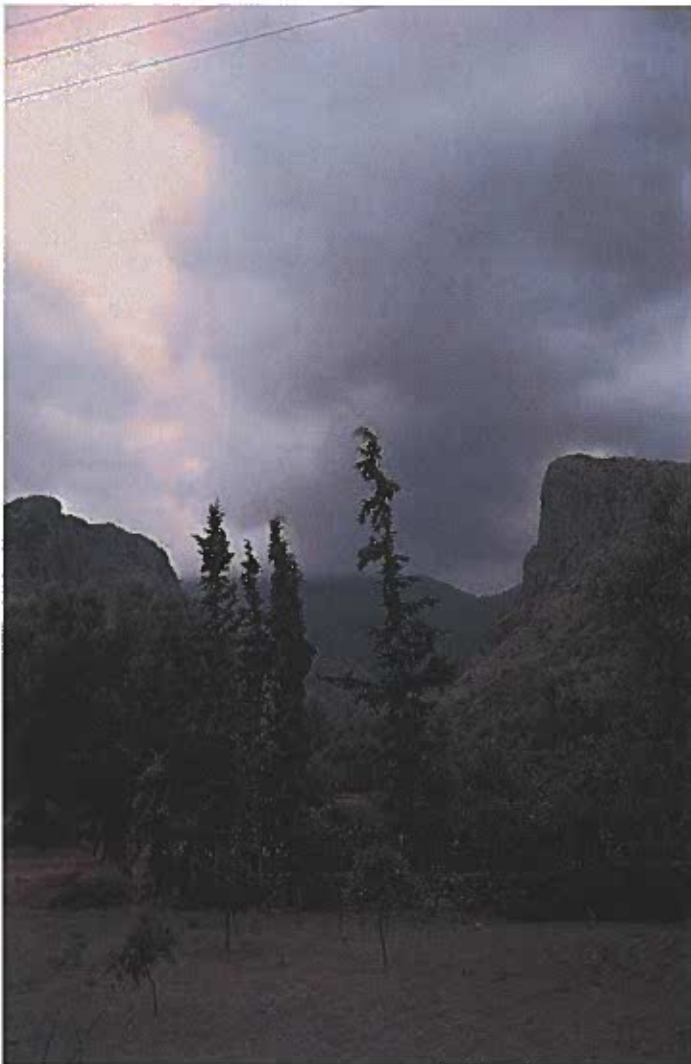


## HEDGE MATERIAL SUITABLE FOR PLANTING NEAR A POWER LINE:

| Tree Name     |                | Height at Maturity |
|---------------|----------------|--------------------|
| Caragana**    | Common         | 3 m (10 ft)        |
|               | Globe          | 1 m (3 ft)         |
|               | Pygmy          | 1 m (3 ft)         |
| Cherry**      | Nanking        | 2 m (7 ft)         |
| Cotoneaster** | Hedge          | 2 m (7 ft)         |
| Cranberry**   | Nannyberry     | 5 m (16 ft)        |
|               | Wayfaring Tree | 3 m (10 ft)        |
| Dogwood**     | Red Osier      | 2 m (7 ft)         |
| Honeysuckle** | Clavey's Dwarf | 1 m (3 ft)         |
|               | Tartarian      | 3 m (10 ft)        |
|               | Zabel's        | 2 m (7 ft)         |
| Lilac**       | Common         | 3 m (10 ft)        |
|               | Late           | 3 m (10 ft)        |
| Pricepla**    |                | 3 m (10 ft)        |
| Potentilla    |                | 1 m (3 ft)         |

\*\*suitable for planting in Chinook Region.

For information on tree planting and pruning, contact your local nursery or garden centre.



## CAUTION:

May plant near a power line\*

| Tree Name  | Height at Maturity |
|--|--------------------|
| Pincherry ( <i>Prunus pensylvanica</i> )                       | 5 m (16 ft)        |
| Western Chokecherry ( <i>Prunus virginiana Melanocarpa</i> )** | 5 m (16 ft)        |
| Black cherry ( <i>Prunus serotina</i> )                        | 6 m (20 ft)        |
| Tartarian maple ( <i>Acer tataricum</i> )**                    | 6 m (20 ft)        |
| Amur maple ( <i>Acer ginnala</i> )**                           | 4 m (13 ft)        |
| Flowering crabapples ( <i>Malus baccata</i> )**                | 5 m (16 ft)        |
| Hawthorns ( <i>Crataegus sp.</i> )**                           | 5 m (16 ft)        |
| Showy mountain ash ( <i>Sorbus decora</i> )**                  | 5 m (16 ft)        |
| Green's mountain ash ( <i>Sorbus scopulina</i> )               | 5 m (16 ft)        |
| French pussy-willow ( <i>Salix caprea</i> )**                  | 5 m (16 ft)        |
| Mugo pine ( <i>Pinus Mugo rostrata</i> )**                     | 6 m (20 ft)        |
| Pyramidal white cedar ( <i>Thuja o "Pyramidalis"</i> )         | 5 m (16 ft)        |
| Montgomery blue spruce ( <i>Picea pungens "Montgomery"</i> )   | 3 m (10 ft)        |
| Caragana ( <i>Caragana arborescens</i> )**                     | 3 m (10 ft)        |
| Hedge cotoneaster ( <i>Cotoneaster lucidus</i> )**             | 2 m (7 ft)         |
| Highbush cranberry ( <i>Viburnum trilobum</i> )**              | 3 m (10 ft)        |
| Nannyberry ( <i>Viburnum Lentago</i> )**                       | 5 m (16 ft)        |
| Dogwood ( <i>Cornus sp.</i> )**                                | 3 m (10 ft)        |
| Elder ( <i>Sambucus sp.</i> )**                                | 4 m (13 ft)        |
| Honeysuckle ( <i>Lonicera sp.</i> )**                          | 3 m (10 ft)        |
| Lilac ( <i>Syringa sp.</i> )**                                 | 5 m (16 ft)        |
| Saskatoon ( <i>Amerlanchier alnifolia</i> )                    | 4 m (13 ft)        |

\*May require trimming under most favourable soil and climatic conditions.

\*\*Suitable for planting in Chinook region.

## DO NOT PLANT WITHIN EIGHT METRES OF A POWER LINE:

| Tree Name   | Height at Maturity |
|---|--------------------|
| Trembling aspen ( <i>Populus tremuloides</i> )                | 18 m (60 ft)       |
| Balsam poplar ( <i>Populus balsamifera</i> )                  | 20 m (65 ft)       |
| Northwest poplar ( <i>Populus x. "Northwest"</i> )            | 20 m (65 ft)       |
| Plains cottonwood ( <i>Populous deltoids</i> )                | 30 m (90 ft)       |
| White spruce ( <i>Picea glauca</i> )                          | 15 m (50 ft)       |
| Blue spruce ( <i>Picea p. "Glauca"</i> )                      | 15 m (50 ft)       |
| Manitoba maple ( <i>Acer Negundo</i> )                        | 14 m (45 ft)       |
| Laurel leaved willow ( <i>Salix pentandra</i> )               | 15 m (50 ft)       |
| Golden leaved willow ( <i>Salix alba vitellina</i> )          | 15 m (50 ft)       |
| Sharp leaf willow ( <i>Salix acutifolia</i> )                 | 10 m (35 ft)       |
| Green ash ( <i>Fraxinus pensylvanica "lanceolata"</i> )       | 15 m (50 ft)       |
| Patmore green ash ( <i>Fraxinum pensylvanica "Patmore"</i> )  | 15 m (50 ft)       |
| American elm ( <i>Ulmus americana</i> )                       | 20 m (65 ft)       |
| Brandon elm ( <i>Ulmus Americana "Brandon"</i> )              | 15 m (50 ft)       |
| Siberian elm ( <i>Ulmus pumila</i> )                          | 12 m (40 ft)       |
| Paper birch ( <i>Betula papyrifera</i> )                      | 12 m (40 ft)       |
| European white birch ( <i>Betula pendula</i> )                | 12 m (40 ft)       |
| Cut-leaved weeping birch ( <i>Betula pendula "Gracilis"</i> ) | 20 m (65 ft)       |
| Slender weeping birch ( <i>Betula pendula "Tristis"</i> )     | 12 m (40 ft)       |

For more information on tree-to-tree power line clearances call FortisAlberta at 310-WIRE.





## **SCHEDULE "A" FOR SERVICES < 75kW**

As part of the quotation package, this document includes key information about your quote and construction for your new electrical service or electrical service upgrade. Items within this document may not apply to everyone. It is important that you, the customer, or as the representative of someone who has requested a quote, read thoroughly.

Upon receiving your signed acceptance letter included with this quotation package, a FortisAlberta employee will contact you to discuss details of your upcoming construction and installation dates.

### **ABOUT YOUR QUOTATION**

- 1) The terms in this quotation package will be effect for 60 days from the date of this letter. If the signed acceptance from the customer is not received within 60 days, FortisAlberta reserves the right to re-quote these costs and terms of your new electrical service.
- 2) By signing your quotation package you are officially authorizing FortisAlberta to proceed with construction.
- 3) The quotation is conditional upon FortisAlberta obtaining necessary outside approvals and easements, if required. This may mean accessing approvals from municipal or provincial governments.
- 4) The Customer Terms and Conditions of Electric Distribution Service govern the relationship between FortisAlberta and the customer as filed and are approved by the Alberta Utilities Commission. When you have signed and returned the quotation package to FortisAlberta, it is deemed that you have also accepted these Terms and Conditions. The Customer Terms and Conditions can be viewed on our website at [www.fortisalberta.com](http://www.fortisalberta.com).

### **ABOUT CONSTRUCTION**

- 1) The construction of your new electric service or service upgrade does not include any costs associated with brushing, alignment or access.
- 2) This also means FortisAlberta does not assume the availability of the proposed right of way for the line route or permission to brush along this line route if necessary.
- 3) A FortisAlberta representative will confirm the project scope upon your acceptance. Should project parameters change or the scope of the project differ from the quote letter, it may be necessary to review the overall costs and submit an updated proposal for your consideration. This includes if the project scope changes due to external influences and/or the customer.

## HOW TO ENERGIZE THE SITE

When this quotation package has been signed and returned to FortisAlberta, the customer will receive a site identification number (site ID).

- 1) You will then use the site ID to enroll your site and create an account with your chosen retailer. You must also have a valid electrical permit is on site or authorization issued by the inspection authority having jurisdiction.
- 2) The Retailer will then submit an energize order through FortisAlberta to allow the physical connection of the site. They will advise you about anticipated timelines.

## IMPORTANT TO KNOW

- 1) All energy negotiations must be completed with your Retailer for the energy portion of your rate.
- 2) Alberta's Deregulated electrical industry allows you to choose a Retailer that suits your electrical energy needs. A list of Retailers can be found at [ucahelps.gov.ab.ca](http://ucahelps.gov.ab.ca) or call 310-4822.
- 3) You must enroll their site within 30 days after the construction is complete.
- 4) If you do not enroll with a Retailer within 30 days, FortisAlberta will enroll you with the Regulated Rate Option Retailer (EPCOR). The billing of the rate minimums will commence regardless if electric consumption is used.

## DISTRIBUTION TARIFF

As a regulated utility, FortisAlberta is required to flow through charges and refunds related to services provided by the Alberta Electric System Operator (AESO) and include taxes set by municipal councils and the provincial government. Distribution is only one component of a customer's electricity bill. In addition, the total bundled bill includes transmission, retail energy charges and riders. These charges are included in the bill from your Retailer.

Distribution Access Tariff charges will commence 30 days after installation date or upon service connection, whichever comes first.

The Rate Minimums can be found on FortisAlberta's website [www.fortisalberta.com](http://www.fortisalberta.com) in the Rates, Options and Riders Schedule.

## REGISTERED OWNER

If you are not the registered owner of the property, by signing the Quotation Acceptance/Notification to Proceed page, you are authorizing FortisAlberta to notify the registered owner of the property regarding the nature of the proposed service and this may include any information that you are providing to FortisAlberta.

## **CANCELLATION FEES**

Once you have signed and accepted the terms of this quotation package, FortisAlberta will initiate construction. If you cancel the project after this time, you may be responsible for direct and indirect costs incurred by FortisAlberta.

## **TO PERMANENTLY DISCONNECT SERVICE**

You or the registered landowner of the property may be responsible for costs to permanently disconnect an existing service. These charges may include any costs associated to initially build the service and costs to salvage.

## **PRIVACY ACT**

FortisAlberta collects and uses personal information about customers to establish and manage the relationship necessary to provide electricity distribution services to customers.

FortisAlberta is committed to complying with the privacy legislation that governs how personal information must be managed and protected and therefore requires your signature on this quote as consent to collect and use the information necessary to establish a business relationship.

FortisAlberta complete privacy statement is on the web site at [www.fortisalberta.com](http://www.fortisalberta.com).



March 25, 2019

Town of Onoway  
c/o Town of Onoway  
Attn: Jason Madge  
4812 51 Street  
PO Box 540  
Onoway, Alberta  
T0E 1V0

Billing Customer: Town of Onoway  
Service Location: NE-35-54-02-5  
Existing Site Identification Number: 0040001227702  
Request Number: 500073126-01

Dear Mr. Jason Madge,

**Subject: Street Light - New Service**

FortisAlberta delivers electricity in Alberta communities and maintains local electrical lines and poles. Our customers are central to everything we do. That's why we consistently invest in our communities and why we are always working on ways to improve our service.

This Quotation Package for a new electrical service (project) includes important information about your quote and the construction of your service.

This package contains an Estimate Print specific to your project along with, a Schedule for Services which details FortisAlberta's terms and conditions and construction process. Also included is a rate sheet which explains what you can expect on your Retailer bill. It is important that you the customer or your assigned representative thoroughly read all information in this Quotation Package.

Please note: The Customer Contribution Cost (payable amount) required for this project as outlined in this Quotation Package is \$18,732.84 plus \$936.64 GST for a total of \$19,669.48.

## CUSTOMER CONTRIBUTION

The breakdown of the project costs include:

|   |                           |
|---|---------------------------|
| <b>Total Project Costs</b>                      | <b>\$72,462.84</b>        |
| <b>FortisAlberta Share (company investment)</b> | <b>(\$53,730.00)</b>      |
| <b>Total Customer Project Costs</b>             | <b><u>\$18,732.84</u></b> |
| <b>Add: GST</b>                                 | <b>\$936.64</b>           |
| <b>Total Customer Contribution</b>              | <b><u>\$19,669.48</u></b> |

FortisAlberta's current investment level for streetlight has been calculated in accordance with the Customer Contributions Schedules in FortisAlberta's Customer Terms and Conditions. (Appendix "B")

As the town has applied for these lights, they shall be energized upon construction complete.

The Non-Refundable portion of the Customer Contribution is \$18,732.84 plus \$936.64 GST for a total of \$19,669.48.

## DESIGN DETAILS

As the Estimate Print indicates, design of this project includes the following:

- Primary line built: 0 meters, 14.4 kV, Single Phase, Overhead
- Transformers installed: 2 - 15 kVA, 120/240 V, Overhead
- Meter to be installed: Unmetered
- Quantity of Streetlights installed and Wattage: 18x 100W Equivalent LED Luminaires
- Poles installed: 25

## CUSTOMER RESPONSIBILITIES

You or your representative are responsible for ensuring adherence to FortisAlberta's metering standards per the Service and Metering Guide.

You are also responsible for costs incurred to install facilities not included in the attached Estimate Print, including secondary lines.

## TO START THIS PROJECT

If you are interested in proceeding with this project and want to accept the proposal as outlined in this quotation package, please sign the Quotation Acceptance/Notification to Proceed page and return it to FortisAlberta within 60 days of the date of quotation by either:

- 1) Scanning and e-mailing the Quotation Acceptance/Notification to Proceed page to [acceptance@fortisalberta.com](mailto:acceptance@fortisalberta.com) or;
- 2) Faxing the Quotation Acceptance/Notification to Proceed page to (403) 514-4415, or;

- 3) Mailing the Quotation Acceptance/Notification to Proceed page to:  
FortisAlberta, c/o C25010 PO Box 2532 Stn M, Calgary, Alberta, T2P 5P9.

Where payment is required, you may include it with your Quotation Acceptance/Notification to Proceed page when returned.

### **PAYMENT DETAILS**

An invoice will be issued to the customer after construction is completed.

Payment may be made by Telephone Banking, Internet Banking or by mail. If by mail, please include the FortisAlberta Request Number 500073126-01 on the cheque or money order payable to FortisAlberta Inc. and mail to: FortisAlberta, c/o C25010 PO Box 2532 Stn. M, Calgary, Alberta, T2P 5P9.

Interest charges will be applied on accounts unpaid over 30 days from the invoice date.

### **SERVICE BILLING**

FortisAlberta bills your Retailer for monthly distribution services, and your Retailer then passes these costs to you, the customer.

The current Streetlight Service Rate 31 has a service charge of approximately \$22.14/month. This does not include energy consumption costs, riders, local fees and GST.

There are costs associated with having facilities in place and ready to serve you even if you are not using any energy consumption. As a result, your bill may reflect service charges 30 days after construction has been completed, regardless of whether you are using this service.

### **FOR MORE INFORMATION**

For more information about your electrical service, electrical upgrade and/or your quotation package, please view our website at [www.fortisalberta.com](http://www.fortisalberta.com). You can also check the status of your Application online at [Project Status Portal](#).

If you have further questions, please call me at: 403-514-4147 or Toll Free at: 866-822-9134.

Yours truly,



(for)  
Joyce Warren  
Quotation Analyst

Attachments:

- Quotation Acceptance/Notification to Proceed
- Schedule "A"
- Estimate Print



**QUOTATION ACCEPTANCE/NOTIFICATION TO PROCEED**

By signing and returning this Quotation Acceptance/Notification to Proceed page to FortisAlberta, you are acknowledging and accepting all terms within this quotation package along with FortisAlberta's Customer Terms and Conditions. Once FortisAlberta receives this signed page and payment, (if required), we will proceed with your request.

The terms in this quotation package will be in effect for 60 days from the Date of Quotation (noted below).

FortisAlberta reserves the right to requote under the following conditions:

- The customer has not returned this Quotation Acceptance/Notification to Proceed to FortisAlberta within 60 days of the Date of Quotation (noted below) but still requires the service;
- There are changes to the scope of the project as outlined in Schedule "A" under "About Construction" after FortisAlberta receives the Quotation Acceptance/Notification to Proceed;
- FortisAlberta has received the Quotation Acceptance/Notification to Proceed but construction has not commenced, for any reason within six months from the Date of Quotation.

Please note: If this project is cancelled by the Customer or by FortisAlberta at any time after this quotation package has been accepted, the customer may be responsible for direct and indirect costs incurred by FortisAlberta.

|   |                |
|---|----------------|
| Date of Quotation                           | March 25, 2019 |
| FortisAlberta Request/Reference #           | 500073126-01   |
| Customer Contribution                       | \$18,732.84    |
| GST   | \$936.64       |
| Total Customer Contribution (Amount to Pay) | \$19,669.48    |
| Quoted By                                   | Joyce Warren   |
| Company/Customer Name (Please Print):       |                |
| Position (if applicable):                   |                |
| Customer Signature:                         |                |
| Date:                                       |                |

2-5

NE35 54-2-5

A

SEWAGE LAGOON SITE

500073126  
 New Street lights for the Town of Onoway  
 SE35 54 02 W5  
 77 Spruce Grove North

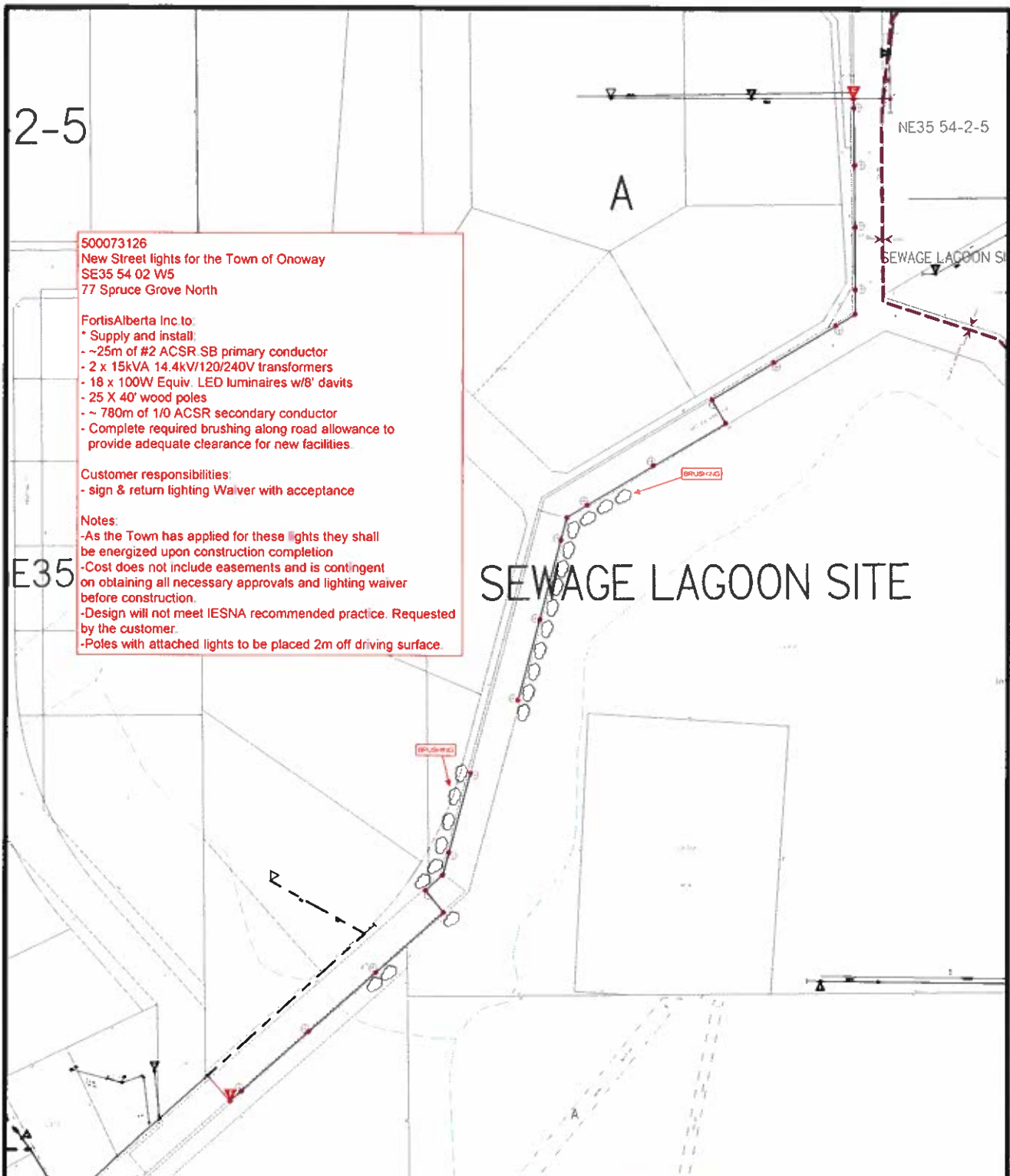
FortisAlberta Inc. to  
 \* Supply and install  
 - ~25m of #2 ACSR SB primary conductor  
 - 2 x 15kVA 14.4kV/120/240V transformers  
 - 18 x 100W Equiv. LED luminaires w/8' davits  
 - 25 X 40' wood poles  
 - ~ 780m of 1/0 ACSR secondary conductor  
 - Complete required brushing along road allowance to provide adequate clearance for new facilities.

Customer responsibilities:  
 - sign & return lighting Waiver with acceptance

Notes:  
 -As the Town has applied for these lights they shall be energized upon construction completion  
 -Cost does not include easements and is contingent on obtaining all necessary approvals and lighting waiver before construction.  
 -Design will not meet IESNA recommended practice. Requested by the customer.  
 -Poles with attached lights to be placed 2m off driving surface.

E35

SEWAGE LAGOON SITE



NOTES



**FORTIS ALBERTA**

LEGEND:

|         |                     |
|---------|---------------------|
| RED     | NEW PRIMARY         |
| PURPLE  | NEW SECONDARY       |
| BLUE    | SALVAGE             |
| GREEN   | BRUSHING            |
| BLACK   | EXISTING FACILITIES |
| MAGENTA | POSTED PROPOSED     |

Preliminary Not For Construction

Designer: Warren, Joyce

Date: 3/25/2019

CONTACT FORTISALBERTA TO CONFIRM ON-SITE ALIGNMENTS AND POWER SOURCE LOCATION

LAND ONLY TO SCALE 1:3,500  
Print 1.0

Customer: Town of Onoway

Location: NE 35-54-2-5

WO#/O/#: 500073126

28





March 25, 2019

Project Name: Town of Onoway  
Project Number: 500073126-01

Thank you for the opportunity to provide lighting services to your Municipality.

This proposal has been prepared based on information provided by you or your consultant. As per your request, this project has not been designed to meet Illuminating Engineering Society of North America ("IESNA") guidelines. We wish to bring this point to your attention, since we recommend that all lighting systems be designed to meet IESNA guidelines.

We will however, respect your decision should you choose to proceed with this lighting installation even though it does not meet IESNA guidelines.

In the event that you do wish to proceed with that decision, we would simply ask that you acknowledge and agree to the provisions below, as FortisAlberta has a legal duty to maintain a safe electrical service and we must protect ourselves from assuming liability for this course of action. To that end, we request that you review and accept the following acknowledgement.

Please sign, date, and return a copy of the acknowledgement below to our office to indicate your acceptance.

If you have any further questions, please contact me at 403-514-4147. Toll Free at 866-822-9134.

Yours truly,

A handwritten signature in black ink, appearing to read "Joyce Warren".

(for)

Joyce Warren  
Quotation Analyst

On behalf of the Town of Onoway (the "Municipality"), the undersigned hereby acknowledges and agrees that:

(a) in its capacity as an electric distribution service provider to the Municipality, FortisAlberta has informed the Municipality of, and described to the Municipality, applicable roadway lighting systems' standards contained in IESNA RP-8 (the "Applicable Standards");

(b) FortisAlberta has made all reasonable efforts to recommend that the Municipality comply with the Applicable Standards regarding the Municipality's Street Lighting Policies (the "Policies") applicable to the design, construction, operation and maintenance of the Municipality's street lighting;

(c) notwithstanding FortisAlberta's recommendation that the Municipality comply with the Applicable Standards regarding the Policies, the Municipality has decided, in good faith, not to comply with the Applicable Standards regarding the Policies;

(d) the Municipality requires FortisAlberta to comply with the Policies even if the Policies differ materially from the Applicable Standards with the result that the actual street lighting in the Municipality does not comply with the Applicable Standards;

(e) in making all reasonable efforts to recommend that the Municipality comply with the Applicable Standards, FortisAlberta has discharged any statutory obligation owing to the Municipality under the Electric Utilities Act (Alberta), as amended, including any regulations arising thereunder;

(f) the risks associated with reducing or eliminating street lighting within the Municipality could include, but are not limited to, increased rates and severity of accidents involving vehicles, pedestrians or both and increased rates and severity of crime within the Municipality;

(g) the Municipality shall assume all risks associated with its decision not to comply with the Applicable Standards and shall defend, indemnify and hold harmless FortisAlberta and its agents, contractors, directors and employees for any and all losses, liabilities, claims, damages, liens, causes of action, awards, judgments, costs and expenses of whatever kind or nature and howsoever caused, which arise out of or are in any way connected with the Municipality's decision not to comply with the Applicable Standards, including, but not limited to, actions arising from injury or death to any person or persons, damage to any property, regardless of where located, and any workers' compensation suit arising from the Municipality's decision not to comply with the Applicable Standards; and

(h) the Municipality agrees to pay all costs and expenses (including legal fees on a solicitor-and-client basis) of FortisAlberta incurred with respect to any proceedings or actions arising from the Municipality's decision not to comply with the Applicable Standards.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Name of Municipality

Per: \_\_\_\_\_

Name and Title: \_\_\_\_\_

## Power line contacts are hazardous

You cannot tell if a power line is energized just by looking at it. Even if the line is not live one moment, automatic switching equipment may restore power to the line without warning. The protective covering on some power lines is not insulation; it only protects the line from the weather. It won't protect you from electrical contact.

The electricity in a power line always seeks a path to the ground. This path might include a tree, a vehicle, or a fence. These objects then become energized. If you touch the energized line or object, the electricity can flow through your body. Keep away from any object that is in contact with a power line (minimum 10m).

Once electricity comes into contact with the ground or object, such as a vehicle or tree, they can become energized. The electricity then flows through the ground over a wide area, spreading out like ripples in a pool of water. The voltage in the ground is very high at the point of electrical contact. Farther away, the voltage drops off. With power lines of up to 25,000 volts, the voltage drops to zero at about 10 metres. However, if the ground is wet, it will be more than 10 metres from the point of contact to the point where the voltage drops to zero.

To stay safe inside equipment or a vehicle that is in contact with a power line (overhead and underground) – follow these steps:

- If possible, move the equipment or vehicle away to break contact with the power line (min. 10m away).
- If the equipment or vehicle cannot be moved, call 911 and the power company. **STAY INSIDE** the equipment or vehicle until the power company and emergency crews arrive onsite and let you know the power line has been de-energized. If anyone approaches while you are waiting, open the window and tell them to keep away (min. 10m).
- If you must get out of the equipment or vehicle (in the case of fire) jump out with your feet together. Never touch the ground and the vehicle/equipment at the same time. Move away slowly by shuffling and keeping both feet close together, or by bunny

hopping away slowly. Do this until you are at least 10 metres away from the vehicle/equipment.

### When to be extra careful...

Our research also reveals that most of these incidents occurred at the beginning of the week either just before or after lunch, between Monday and Wednesday from 10 a.m. to 2 p.m.

### Make sure you'll get home safely...

- Take responsibility for your own safety
- Always make a safe work plan, and ask yourself, "Where's the Line?"
- Know your proximity to overhead power lines when parked or operating equipment: remember to keep a minimum distance of 7 metres away. If you have to get closer, call FortisAlberta 310-WIRE (9473) or 1-855-333-9473 before you encroach on the power lines so we can assist you.

### Most incidents occur at work...

Most of the incidents occur in Alberta's busiest industries – oil and gas, construction, transportation and agriculture. Below is a list of the types of equipment that most often contact overhead and underground power lines:

- Trackhoes
- Gravel trucks
- Backhoes
- Crane trucks
- Delivery trucks and high load moves
- Farm equipment (tractors, combines, air seeders, sprayers, grain augers)

**FORTIS  
ALBERTA**  
our promise is your power

## Electrical Safety



## What you need to know to stay safe

**FORTIS  
ALBERTA**  
our promise is your power

For electrical emergencies  
call us at **310-WIRE (9473)**  
or **1-855-333-9473**

**MISSION**  **ZERO**  
Preventable  
Injuries

**FortisAlberta brings electricity to homes, businesses and oilfields across Alberta**

We work with this dangerous product every day so we follow strict guidelines and never compromise safety.

We also urge the public to keep safety top-of-mind. Every day someone comes in contact with a power line, risking serious injury or death. While most incidents occur at work, you still need to keep safety in mind at home.

**Seven is more than a lucky number...**

It's also the number of metres that you must stay away from any power line when parked and operating equipment. If you think you have to get closer, call us first at 310-WIRE (9473) or 1-855-333-9473.

**If you come upon a downed power line...**

Stay at least 10 metres away and phone us right away at 310-WIRE (9473) or 1-855-333-9473. Make sure nobody else comes near. If the power line has come down on your equipment or vehicle, stay inside and call for help. If you must get out of the equipment or vehicle (in the case of fire) jump out with your feet together. Never touch the ground and the vehicle/equipment at the same time. Move away slowly by shuffling and keeping both feet close together, or by bunny hopping away slowly. Do this until you are at least 10 metres away from the vehicle/equipment.

**WHERE'S THE LINE?**  
POWER LINE SAFETY

[wherestheline.ca](http://wherestheline.ca)

Power lines are constructed according to Alberta Electric Utility Code Standards. The overhead power lines and communication lines are installed and maintained to permit the safe movement of equipment, buildings, or objects. There are two different approach distances to power lines that must be understood and maintained by workers and the general public:

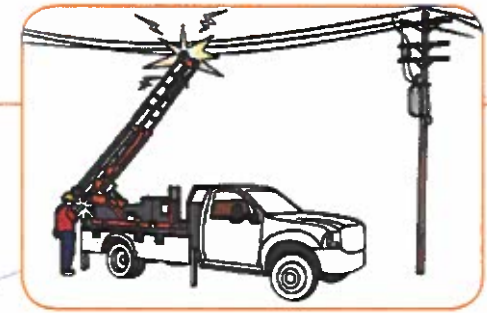
1. distances while equipment is moving
2. distances while equipment is parked and operating near a power line.

The following chart highlights safe distances while passing under power and communication lines. The heights shown reflect the maximum height equipment, buildings or objects can be.

**Safe distances while passing under power lines**

|                        |   |
|------------------------|---|
| 3.6 metres (11.8 feet) | areas normally accessible to pedestrians only                   |
| 4.1 metres (13.5 feet) | driveways to residences or residential garages                  |
| 4.2 metres (13.7 feet) | areas where agricultural equipment is normally used             |
| 4.2 metres (13.7 feet) | farm or yard entrances or farm field access roads               |
| 4.3 metres (14.1 feet) | right of way of underground pipelines                           |
| 4.8 metres (15.7 feet) | lanes, alleys or entrances to commercial or industrial premises |
| 5.3 metres (17.3 feet) | roads and highways  |
| 5.3 metres (17.3 feet) | crossing oilfield lease roads                                   |

If your equipment, buildings or objects exceed these heights in the above chart, you must contact your electrical service provider before proceeding.



*Do not approach or touch anything, such as a vehicle, tree or fence that is in contact with a power line.*

Equipment and machinery is getting bigger all the time. Busy operators often have long days with tight timelines.

- **Be aware of the size of your equipment** – our power lines are designed and maintained to Alberta Electrical Utility Code standards. Depending on the location, power lines (includes guy wires) - can be as low as 3.7 metres from the ground.
- **Pile safety** – locate piles (dirt, gravel, etc) away from power lines and where kids can't climb too near. Remember the 7 metre rule!
- **Watch tree branches** – overgrown vegetation may be too close to overhead wires and make pruning dangerous. Don't take chances!
- **Call before you dig** – before doing any ground disturbance, contact Alberta One-Call at 1-800-242-3774 to locate any underground facilities. Underground excavation accounts for more than 20 per cent of power line contacts.
- **Plan your recreation – away from power lines.** FortisAlberta is aware of situations where a parachute and sailboat have each contacted a power line.

Call us at 310-WIRE (9473) or 1-855-333-9473 with your electrical safety concerns or visit [www.fortisalberta.com](http://www.fortisalberta.com)

# Nip future problems in the bud And keep your investment *growing*

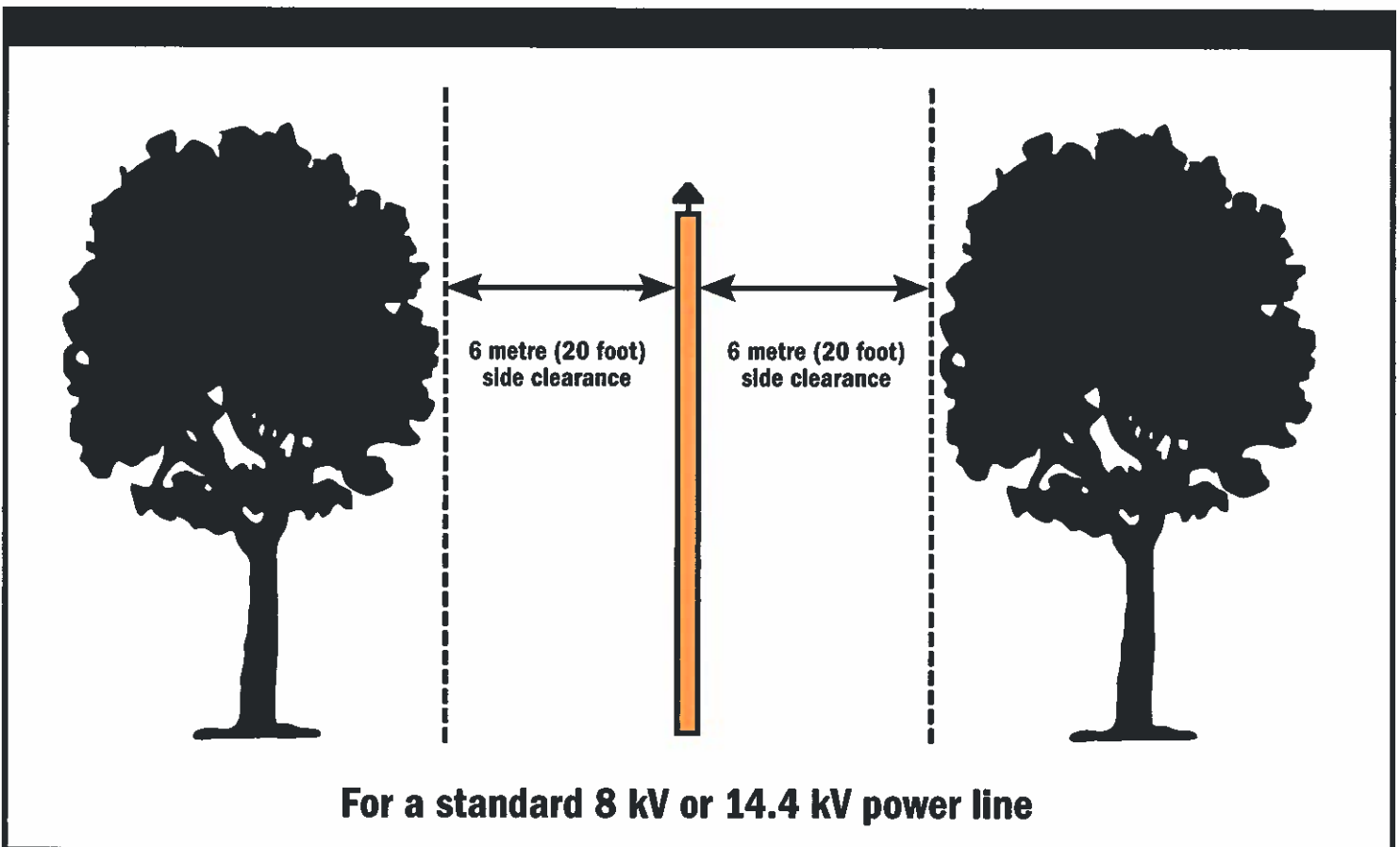


Tall-growing trees that come in contact with power lines can present a safety risk to people and animals. Most of the time, it will interrupt your power. Every year trees that grow into power lines cause more than 70,000 hours of outage time – an inconvenience that can be avoided.

FortisAlberta has an extensive tree and brush clearing program which helps to avoid safety hazards associated with contacts to power lines. However, it is important that customers realize the importance of planting tall-growing trees a safe distance from electrical equipment.

It is very important that customers plant new tall-growing trees at least eight metres from power lines. Trees planted near higher voltage transmission lines require even greater clearances.

Trees are an investment and it is important that trees are safe, now and in the future. Nip tomorrow's problems in the bud by planting trees in safe locations today – and keep your investment growing.

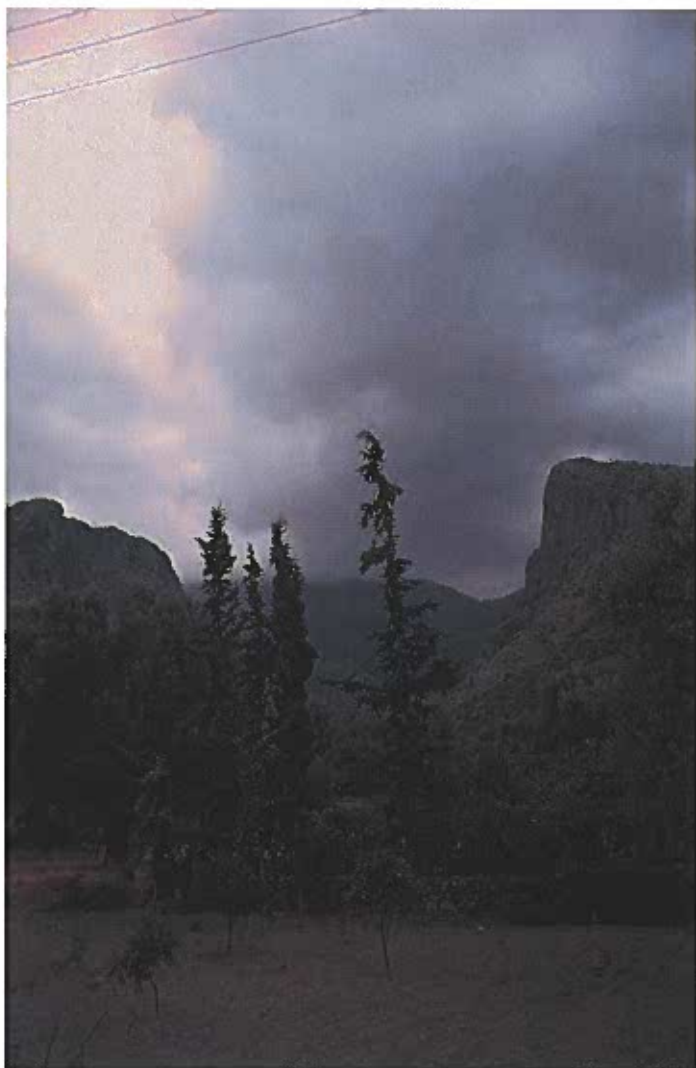


## HEDGE MATERIAL SUITABLE FOR PLANTING NEAR A POWER LINE:

| Tree Name     |                | Height at Maturity |
|---------------|----------------|--------------------|
| Caragana**    | Common         | 3 m (10 ft)        |
|               | Globe          | 1 m (3 ft)         |
|               | Pygmy          | 1 m (3 ft)         |
| Cherry**      | Nanking        | 2 m (7 ft)         |
| Cotoneaster** | Hedge          | 2 m (7 ft)         |
| Cranberry**   | Nannyberry     | 5 m (16 ft)        |
|               | Wayfaring Tree | 3 m (10 ft)        |
| Dogwood**     | Red Osier      | 2 m (7 ft)         |
| Honeysuckle** | Clavey's Dwarf | 1 m (3 ft)         |
|               | Tartarian      | 3 m (10 ft)        |
|               | Zabel's        | 2 m (7 ft)         |
| Lilac**       | Common         | 3 m (10 ft)        |
|               | Late           | 3 m (10 ft)        |
| Pricepla**    |                | 3 m (10 ft)        |
| Potentilla    |                | 1 m (3 ft)         |

\*\*suitable for planting in Chinook Region.

For information on tree planting and pruning, contact your local nursery or garden centre.



## CAUTION:

May plant near a power line\*

| Tree Name  | Height at Maturity |
|--|--------------------|
| Pincherry ( <i>Prunus pensylvanica</i> )                       | 5 m (16 ft)        |
| Western Chokecherry ( <i>Prunus virginiana Melanocarpa</i> )** | 5 m (16 ft)        |
| Black cherry ( <i>Prunus serotina</i> )                        | 6 m (20 ft)        |
| Tartarian maple ( <i>Acer tataricum</i> )**                    | 6 m (20 ft)        |
| Amur maple ( <i>Acer ginnala</i> )**                           | 4 m (13 ft)        |
| Flowering crabapples ( <i>Malus baccata</i> )**                | 5 m (16 ft)        |
| Hawthorns ( <i>Crataegus sp.</i> )**                           | 5 m (16 ft)        |
| Showy mountain ash ( <i>Sorbus decora</i> )**                  | 5 m (16 ft)        |
| Green's mountain ash ( <i>Sorbus scopulina</i> )               | 5 m (16 ft)        |
| French pussy-willow ( <i>Salix caprea</i> )**                  | 5 m (16 ft)        |
| Mugo pine ( <i>Pinus Mugo rostrata</i> )**                     | 6 m (20 ft)        |
| Pyramidal white cedar ( <i>Thuja o "Pyramidalis</i> )          | 5 m (16 ft)        |
| Montgomery blue spruce ( <i>Picea pungens "Montgomery"</i> )   | 3 m (10 ft)        |
| Caragana ( <i>Caragana arborescens</i> )**                     | 3 m (10 ft)        |
| Hedge cotoneaster ( <i>Cotoneaster lucidus</i> )**             | 2 m (7 ft)         |
| Highbush cranberry ( <i>Viburnum trilobum</i> )**              | 3 m (10 ft)        |
| Nannyberry ( <i>Viburnum Lentago</i> )**                       | 5 m (16 ft)        |
| Dogwood ( <i>Cornus sp.</i> )**                                | 3 m (10 ft)        |
| Elder ( <i>Sambucus sp.</i> )**                                | 4 m (13 ft)        |
| Honeysuckle ( <i>Lonicera sp.</i> )**                          | 3 m (10 ft)        |
| Lilac ( <i>Syringa sp.</i> )**                                 | 5 m (16 ft)        |
| Saskatoon ( <i>Amerlanchier alnifolia</i> )                    | 4 m (13 ft)        |

\*May require trimming under most favourable soil and climatic conditions.

\*\*Suitable for planting in Chinook region.

## DO NOT PLANT WITHIN EIGHT METRES OF A POWER LINE:

| Tree Name   | Height at Maturity |
|---|--------------------|
| Trembling aspen ( <i>Populus tremuloides</i> )                | 18 m (60 ft)       |
| Balsam poplar ( <i>Populus balsamifera</i> )                  | 20 m (65 ft)       |
| Northwest poplar ( <i>Populus x. "Northwest"</i> )            | 20 m (65 ft)       |
| Plains cottonwood ( <i>Populus deltoids</i> )                 | 30 m (90 ft)       |
| White spruce ( <i>Picea glauca</i> )                          | 15 m (50 ft)       |
| Blue spruce ( <i>Picea p. "Glauca"</i> )                      | 15 m (50 ft)       |
| Manitoba maple ( <i>Acer Negundo</i> )                        | 14 m (45 ft)       |
| Laurel leaved willow ( <i>Salix pentandra</i> )               | 15 m (50 ft)       |
| Golden leaved willow ( <i>Salix alba vitellina</i> )          | 15 m (50 ft)       |
| Sharp leaf willow ( <i>Salix acutifolia</i> )                 | 10 m (35 ft)       |
| Green ash ( <i>Fraxinus pensylvanica "lanceolata"</i> )       | 15 m (50 ft)       |
| Patmore green ash ( <i>Fraxinum pensylvanica "Patmore"</i> )  | 15 m (50 ft)       |
| American elm ( <i>Ulmus americana</i> )                       | 20 m (65 ft)       |
| Brandon elm ( <i>Ulmus Americana "Brandon"</i> )              | 15 m (50 ft)       |
| Siberian elm ( <i>Ulmus pumila</i> )                          | 12 m (40 ft)       |
| Paper birch ( <i>Betula papyrifera</i> )                      | 12 m (40 ft)       |
| European white birch ( <i>Betula pendula</i> )                | 12 m (40 ft)       |
| Cut-leaved weeping birch ( <i>Betula pendula "Gracilis"</i> ) | 20 m (65 ft)       |
| Slender weeping birch ( <i>Betula pendula "Tristis"</i> )     | 12 m (40 ft)       |

For more information on tree-to-tree power line clearances call FortisAlberta at 310-WIRE.



## WHAT DOES A POSTAL STRIKE MEAN TO FORTISALBERTA CUSTOMER BILLING?

In the event of a postal strike, please avoid mailing your payment to FortisAlberta as services may be delayed and your payment could arrive late.

Customers who are billed directly by FortisAlberta for connections, repairs and other electricity services are still required to pay by the due date indicated on their invoices.

As always, FortisAlberta invoices can be paid conveniently through **Telephone Banking** or **Internet Banking**. Simply take the account number from your FortisAlberta invoice and follow the instructions on your bank's online or telephone banking system.

*For any questions, please contact  
FortisAlberta at 1.866.352.5968*

**FORTIS  
ALBERTA**



## **SCHEDULE "A" FOR SERVICES < 75kW**

As part of the quotation package, this document includes key information about your quote and construction for your new electrical service or electrical service upgrade. Items within this document may not apply to everyone. It is important that you, the customer, or as the representative of someone who has requested a quote, read thoroughly.

Upon receiving your signed acceptance letter included with this quotation package, a FortisAlberta employee will contact you to discuss details of your upcoming construction and installation dates.

### **ABOUT YOUR QUOTATION**

- 1) The terms in this quotation package will be effect for 60 days from the date of this letter. If the signed acceptance from the customer is not received within 60 days, FortisAlberta reserves the right to re-quote these costs and terms of your new electrical service.
- 2) By signing your quotation package you are officially authorizing FortisAlberta to proceed with construction.
- 3) The quotation is conditional upon FortisAlberta obtaining necessary outside approvals and easements, if required. This may mean accessing approvals from municipal or provincial governments.
- 4) The Customer Terms and Conditions of Electric Distribution Service govern the relationship between FortisAlberta and the customer as filed and are approved by the Alberta Utilities Commission. When you have signed and returned the quotation package to FortisAlberta, it is deemed that you have also accepted these Terms and Conditions. The Customer Terms and Conditions can be viewed on our website at [www.fortisalberta.com](http://www.fortisalberta.com).

### **ABOUT CONSTRUCTION**

- 1) The construction of your new electric service or service upgrade does not include any costs associated with brushing, alignment or access.
- 2) This also means FortisAlberta does not assume the availability of the proposed right of way for the line route or permission to brush along this line route if necessary.
- 3) A FortisAlberta representative will confirm the project scope upon your acceptance. Should project parameters change or the scope of the project differ from the quote letter, it may be necessary to review the overall costs and submit an updated proposal for your consideration. This includes if the project scope changes due to external influences and/or the customer.



## HOW TO ENERGIZE THE SITE

When this quotation package has been signed and returned to FortisAlberta, the customer will receive a site identification number (site ID).

- 1) You will then use the site ID to enroll your site and create an account with your chosen retailer. You must also have a valid electrical permit is on site or authorization issued by the inspection authority having jurisdiction.
- 2) The Retailer will then submit an energize order through FortisAlberta to allow the physical connection of the site. They will advise you about anticipated timelines.

## IMPORTANT TO KNOW

- 1) All energy negotiations must be completed with your Retailer for the energy portion of your rate.
- 2) Alberta's Deregulated electrical industry allows you to choose a Retailer that suits your electrical energy needs. A list of Retailers can be found at [ucahelps.gov.ab.ca](http://ucahelps.gov.ab.ca) or call 310-4822.
- 3) You must enroll their site within 30 days after the construction is complete.
- 4) If you do not enroll with a Retailer within 30 days, FortisAlberta will enroll you with the Regulated Rate Option Retailer (EPCOR). The billing of the rate minimums will commence regardless if electric consumption is used.

## DISTRIBUTION TARIFF

As a regulated utility, FortisAlberta is required to flow through charges and refunds related to services provided by the Alberta Electric System Operator (AESO) and include taxes set by municipal councils and the provincial government. Distribution is only one component of a customer's electricity bill. In addition, the total bundled bill includes transmission, retail energy charges and riders. These charges are included in the bill from your Retailer.

Distribution Access Tariff charges will commence 30 days after installation date or upon service connection, whichever comes first.

The Rate Minimums can be found on FortisAlberta's website [www.fortisalberta.com](http://www.fortisalberta.com) in the Rates, Options and Riders Schedule.

## REGISTERED OWNER

If you are not the registered owner of the property, by signing the Quotation Acceptance/Notification to Proceed page, you are authorizing FortisAlberta to notify the registered owner of the property regarding the nature of the proposed service and this may include any information that you are providing to FortisAlberta.

## **CANCELLATION FEES**

Once you have signed and accepted the terms of this quotation package, FortisAlberta will initiate construction. If you cancel the project after this time, you may be responsible for direct and indirect costs incurred by FortisAlberta.

## **TO PERMANENTLY DISCONNECT SERVICE**

You or the registered landowner of the property may be responsible for costs to permanently disconnect an existing service. These charges may include any costs associated to initially build the service and costs to salvage.

## **PRIVACY ACT**

FortisAlberta collects and uses personal information about customers to establish and manage the relationship necessary to provide electricity distribution services to customers.

FortisAlberta is committed to complying with the privacy legislation that governs how personal information must be managed and protected and therefore requires your signature on this quote as consent to collect and use the information necessary to establish a business relationship.

FortisAlberta complete privacy statement is on the web site at [www.fortisalberta.com](http://www.fortisalberta.com).

## Debbie Giroux

---

**From:** Wendy Wildman <cao@onoway.ca>  
**Sent:** March 29, 2019 9:05 AM  
**To:** jtracy@onoway.ca; 'Lynne Tonita'; psthilaire@onoway.ca; jmickle@onoway.ca; 'Wade Neilson'  
**Cc:** 'Debbie Giroux'  
**Subject:** FW: Business Security

We will put on next agenda for discussion

### Wendy Wildman

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

**NOTE EMAIL CONTACT INFORMATION HAS CHANGED TO: [cao@onoway.ca](mailto:cao@onoway.ca)**

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

---

**From:** Dustin Medori <dustin@academyfabricators.ca>  
**Sent:** March 28, 2019 10:10 AM  
**To:** info@onowaychamber.ca  
**Cc:** Wendy Wildman <cao@onoway.ca>; jtracy@onoway.ca  
**Subject:** Business Security

Good Morning,  
Academy (and other local businesses) are concerned with theft and vandalism of our local firms.

I am looking to get some security in place for evenings and weekends in an effort to control this concern.

I am reaching out to other companies to see if they would be interested as well – might be able to share in the costs and get a better handle on things as a group. To this point I have contacted Treeline, Morand, Woodhaven, and Grande Tire.

Once I find out who is interested, we can look at associated costs etc. to determine if there is a shared services opportunity for the community.

Please pass this information on to any other businesses that may be interested, and feel free to contact me at your convenience to further discuss.

I am also interested to know if there is potential funding through the Government for the Town for a student to take on some responsibility over the next few months?



March 25, 2019



Dear Mayors, Reeves and Councillors:

**RE: April 28 – National Day of Mourning**

---

On April 28, we take a moment to remember the workers who were killed, injured or disabled at work.

In 2018, we lost 162 men and women to workplace injury or illness in Alberta.

To remember them, we have developed a memorial poster (enclosed) in recognition of the day. This poster will appear at workplaces, public places and in ceremonies across the province as a remembrance and a tribute to the workers killed or injured on the job, and a reminder that we need to work together to make workplaces safer.

We have also included a small vinyl sticker to provide a tangible reminder of the significance of April 28. If you are interested in distributing them to visitors, we would be happy to provide you with a supply.

We ask that you display the poster and use it in any events marking Day of Mourning.

If you have any questions, need stickers or additional posters, please contact Dina DaSilva, WCB Communications & Legislative Relations at 780-498-8616 or [dina.dasilva@wcb.ab.ca](mailto:dina.dasilva@wcb.ab.ca).

We will be lowering our flags to half-mast on April 28. We invite you to join us in marking this important day by doing the same.

Sincerely,

Dayna Therien  
Director of Communications & Legislative Relations  
WCB-Alberta

Encl.



# Alberta Beach

Box 278 • Alberta Beach • Alberta • T0E 0A0  
Telephone: 780-924-3181 • Fax: 780-924-3313

March 29, 2019

Town of Onoway  
Box 540  
Onoway, AB  
T0E 1V0

Dear Mayor and Council:

**RE: LILSA Membership Drive Challenge**

As lake communities, we are in a unique position and have an important role to play in the protection of our lakes and watershed; they are vital to our local economies and the long-term viability of our communities. As you are aware, the Lake Isle and Lac Ste Anne Water Quality Society (LILSA) is an organization that helps maintain and improve the quality of our lakes.

For a small organization they have the ability to have a large impact on our lakes and environment. From hosting education and training sessions to taking a lead role in the eradication of invasive species, such as flowering rush, LILSA has done a lot of work with few resources and low membership. LILSA takes on projects that help our lake communities survive and thrive, work that otherwise may not get done or fall onto municipalities to take care of. In particular, their leadership on the flowering rush infestation has been instrumental in securing GoA support and grants to help find solutions for the problem.

Alberta Beach believes that it is in our best interest to support LILSA, whenever possible. However, like all other municipalities, we are under budget constraints and know that it can be difficult to shore up funds to help. To support LILSA, Alberta Beach has offered to sell memberships at our administration office. If possible, we encourage you to do the same.

Additionally, we are challenging local municipalities to a friendly competition to see who can get the most people to sign up for LILSA memberships. Memberships are \$20 per family and allow the member to vote in the AGM. The money raised goes directly into the costs associated with running LILSA, their programs and events, and applying for grants. In other words money raised in the area goes right back in to helping our lakes and watershed.

We propose that the membership drive competition run from May 1 to June 30. The winning municipality, along with participating municipalities will be recognized in an article in the LSA Bulletin, and on the LILSA and Alberta Beach websites and social media pages, and any other municipal websites and pages who choose to do so. Please let us know by April 24 if you would like to accept our challenge to host a local membership drive so that there is enough time to get you everything you need to sell memberships and issue receipts.

We hope you accept our challenge to support LILSA in their important work.

Sincerely,

Jim Benedict,  
Mayor

## Wendy Wildman

---

**From:** Lynne Tonita <ltonita@onoway.ca>  
**Sent:** March 16, 2019 6:04 PM  
**To:** cao@onoway.ca; wnelson@onoway.ca; psthilaire@onoway.ca; jtracy@onoway.ca; jmickle@onoway.ca; Debbie Giroux  
**Subject:** Fwd: Unstoppable Conversations meeting request  
**Attachments:** Bashaw Story (1).docx; Untitled attachment 00054.htm

Thought I would share:  
Sent from my Lynne's Phone

Begin forwarded message:

**From:** Wendy Schneider <[wendy@unstoppableconversations.com](mailto:wendy@unstoppableconversations.com)>  
**Date:** March 16, 2019 at 3:05:46 PM MDT  
**To:** [ltonita@onoway.ca](mailto:ltonita@onoway.ca)  
**Subject:** Unstoppable Conversations meeting request

Hello Lynne,

Kevin Gangel and I meet you at the AUMA conference in the break-out session Transformative Collaboration for Unstoppable Communities.

Do you have time to meet in the next few weeks and explore together what our community transformation experience has to offer your community?

Following the conference, we've had interest from other municipalities in the following areas:

- Collaborative Framework Initiative
- Generative Conversations (program through Volunteer Alberta, added the Bashaw story)
- Leadership capacity development

We can make our conference line available, if you'd like to invite other council members or anyone into this conversation please invite them. Feel free to send the Bashaw story to any others who want to hear more and what is possible in your community.

To presence you to what Kevin spoke about regarding Communities having a unique and powerful opportunity to engage in a conversation that empowers citizens to co-design brand new ways of thinking that open up possibilities in community.

He spoke of a deep insight into core design elements of human interaction that destroy the potential of collaboration

Discovering what you can shift in order to see things differently, say things differently, and produce new results no matter how long you've been stuck in a rut.

Seeing a pathway to becoming unstoppable in the face of any circumstance.

Warmest regards,  
Wendy  
Wendy Schneider  
Unstoppable Conversations



# Alberta Beach

Box 278 • Alberta Beach • Alberta • T0E 0A0  
Telephone: 780-924-3181 • Fax: 780-924-3313

March 29, 2019

Alberta Municipal Affairs  
132 Legislature Building,  
10800 – 97 Avenue  
Edmonton, AB  
T5K 2B6

**Re: 2019 Minister's Awards for Municipal Excellence - Partnership**

Alberta Beach is proud to submit this nomination to the 18th annual Minister's Awards for Municipal Excellence. We believe that the Town of Onoway should be recognized as a leader in the partnership category for their role in leading the municipal practice of a joint regional fire services partnership. The practice involves consultation, coordination and co-operation between ten partnering municipalities. The Town of Onoway's outstanding achievement has inspired action, change and collaboration between municipalities within the region. Alberta Beach applauds and thanks the Town of Onoway for their commitment to the practice providing this vital service to our communities.

Yours truly,

A handwritten signature in black ink, appearing to read "Jim Benedict", is written over a white background.

Jim Benedict,  
Mayor

Encl

Cc: Alberta Beach Council  
Town of Onoway  
Summer Village of Castle Island,  
Summer Village of Nakamun Park  
Summer Village of Ross Haven  
Summer Village of Silver Sands  
Summer Village of South View  
Summer Village of Sunset Point  
Summer Village of Val Quentin  
Summer Village of Yellowstone

(43)

## General Information

|                         |  |
|-------------------------|--|
| Date (MM/DD/YYYY)       | 3/29/2019  |
| Name of Practice        | Town of Onoway Joint Regional Fire Services Partnership                    |
| Name of Municipality    | Alberta Beach is nominating the Town of Onoway who manages the partnership |
| Municipality Website    | www.onoway.ca  |
| Name of Contact Person  | Wendy Wildman, CAO   |
| Email of Contact Person | cao@onoway.ca  |

1. Provide a brief description of your practice (This description may be used in future media announcements and on the website). In 2015, nine municipalities in the Lac Ste. Anne County area were looking at how we could provide and maintain a local fire hall facility to enhance their fire services to include both medical aid and to ensure close proximity to firehall locations in order for all of our residents to have the most timely access to emergency response in the most critical of times. The Town of Onoway led negotiations for the partnering municipalities and in a most unique arrangement, hired a private company to provide municipal fire services - a first of its kind in the Province. Since that agreement has been in place, the Town of Onoway has spent numerous hours consulting and coordinating with the contractor and with the municipal partners to create the necessary municipal service agreements in addition to negotiating mutual aid assistance agreements with local and neighboring municipalities which has now increased to 10 partners. These municipalities have achieved a much better fire service for the same or similar costs as what we previously were receiving and paying for.

2. Who are the members of the partnership and what were their contributions? The Town of Onoway is the lead partner for the Regional Fire Service Partnership and has agreements to provide fire services to the following municipalities: Alberta Beach, Summer Villages of Castle Island, Nakamun Park, Ross Haven, Silver Sands, South View, Sunset Point, Val Quentin and Yellowstone. The Town of Onoway oversees and manages the contract with the fire services provider. All participating municipal partners contribute financially, oversee approval of annual budgets, have representation at all related meetings and create policy and procedures to ensure the viability of the partnership. Currently, the Town of Onoway and Alberta Beach each have their own firehall facilities located directly within their municipalities, the partnership is looking into expanding more firehall facilities in the larger partner Summer Villages (in the partnership).



3. Explain how this practice could not have been accomplished by your municipality or organization alone. In 2015, the existing fire services provider made a decision to cease medical aid as part of the provision of fire services in addition to giving notice to Alberta Beach and the Town of Onoway, that our jointly operated fire hall located within the Village was being re-located some 17km outside of our municipal boundaries. Because the Alberta Beach firehall was also considered a central facility for many neighbouring municipalities, all of us would be negatively affected with much longer response times as well as an increase in costs for fire services as well as for insurance premiums to all of our residents. Negotiations with the existing fire services provider at that time were unsuccessful and our municipality was forced to review all options for this essential service. It was clear that our municipality alone as well as the smaller municipalities did not have the expertise or the finances to run a sustainable fire department. After much consultation and deliberation with the Town of Onoway, Onoway Regional Fire Services was contracted and has been successfully fulfilling the contract for over 3 years in providing this essential and enhanced service to our residents and to those residents in the surrounding municipalities. We are fortunate to have a fire service provider and firehall remain in our municipality. All of this success would not be possible without the municipal partnerships guided by the Town of Onoway through their leadership role.

4. What did the municipality hope to accomplish with this practice (e.g. goals, objectives, and/or desired outcome)? The municipality hoped to provide professional, enhanced fire services to all of our residents, to foster the relationships of all of members in the partnership, to recognize the potential for uniqueness of all the members while still working together as a group, to keep active firehalls within the municipalities and to provide the best possible enhanced essential fire/medical response service. The desired outcome has been achieved as Onoway Regional Fire Services provides the following services to our municipalities; certified full-time and on-call response firefighters, medical aid response (free of charge), motor vehicle collisions, community fire & fire prevention education, FireSmart planning & advice, initial Hasmat response and mutual aid agreements with neighbouring municipalities.

5. What impact has this practice had on your community or your organization in the short, medium and long term? Are statistics, data, or performance measures available? Having a full-time manned firehall assisted in creating faster shoot times which in turn created a faster response to the emergency situations. Medical aid has increased by 110% as our previous fire service provider no longer provided this service to our municipalities. The Town of Onoway through management of the partnership ensures the fire services contractor provides progress reports and statistical data for emergency calls, community events and practice statistics. A committee of the Mayors and Chief Administrative Officers meet regularly to discuss and review any matters that may arise as well as meetings with the Fire Chief, Councils and the neighbouring Lac Ste. Anne County to discuss mutual aid. All Councils and administrations meet annually to review and approve budgets and review any issues or concerns.

6. What are the key lessons you learned as a result of implementing this practice? Is there anything you might have done differently? Implementing the practice of coming together as a partnership for our common goal has allowed our small communities to achieve the desired results and to strengthen our relationships and communication. For one municipality, the risk would have been too great, and by collaborating under the leadership of the Town of Onoway, we were all able to share the risk, the resources and the knowledge. The partnership has enabled us to not place limits on experiences, on thinking outside the box, on solutions and ideas. Since this collaborative effort, the Town of Onoway has come to the table in other leadership roles. We have learned the benefits of working together and can see that many smaller entities pooling all of their resources together can achieve the same goals and desired services of a single large entity.

7. How does this practice demonstrate excellence? Our communities were faced with important decisions to make on how we could maintain and provide a viable, essential and enhanced fire service to the residents of our communities. Recognizing this could not be done individually, the Town of Onoway stepped up to the plate, went outside of the box and demonstrated how being a proactive and positive leader can build, strengthen and foster relationships amongst its partnerships. The successful outcome has also demonstrated how this type of leadership has lead to excellence in the practice. Lac Ste. Anne County Council has acknowledged that as a direct result of this second fire services coming into our region, that the level of fire service throughout the region has improved, and that their fire service has stepped up its game as a result.

8. Is there anything else you would like the Review Committee to know about this practice? This type of hybrid model of fire service is the first of its kind in the province. Smaller municipalities throughout the province struggle with finding volunteers for a volunteer fire service as well as lack the expertise in managing a fire service department used by the partnership can be achieved by municipalities throughout the province who rely solely on volunteers. While our new fire service was originally met with resistance from our rural county, this last year has seen significant gains in collaboration between Councils, Administrations and Fire Departments within our region. All municipalities within the region have agreed that our region as a whole has a much better fire service than ever before. It is acknowledged that these two fire departments actually compliment each others' service delivery and service capabilities very well.

Submit completed submission forms to [menet@gov.ab.ca](mailto:menet@gov.ab.ca) by March 29, 2019.

If you have any questions, please call (780) 427-2225 or toll free: 310-0000, or email [menet@gov.ab.ca](mailto:menet@gov.ab.ca)

*The information provided on this form will be used in support of the Minister's Awards for Municipal Excellence Program. It is being collected under the authority of section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the FOIP Act. If you have any questions about this collection, please contact the Municipal Excellence team, 17th Floor Commerce Place, 10155 - 102nd Street, Edmonton, Alberta, T5J 4L4, (780) 427-2225 (Outside Edmonton, call 310-0000 to be connected toll free).*

# Of a proposed resolution for the establishment of a Municipally Controlled Corporation Onoway Regional Medical Clinic

## LOCATION OF HEARING

Council Chambers, County Office, 56521 Range Road 65

## DATE

May 1, 2019

## TIME

9:45 am

Pursuant to the provisions of Section 75.1(2) of the Municipal Government Act, the Council of Lac Ste. Anne County is considering the establishment of a Municipally Controlled Corporation, Onoway Regional Medical Clinic. The purpose of the Municipally Controlled Corporation is to operate the medical clinic located in Onoway and work to grow the access and variety of medical services available to area residents within Lac Ste. Anne County and the municipalities within its boundaries.

Written comments on the proposed resolution may be provided prior to 4:30 pm on April 30, 2019, to:

Lac Ste. Anne County 56521 RGE RD 65, Box 219, Sangudo AB T0E 2A0 or emailed to [LSAC@LSAC.ca](mailto:LSAC@LSAC.ca)

**Attn: Onoway Regional Medical Clinic**

Interested individuals may attend the Public Hearing to voice their comments. To schedule an appointment please contact Cindy Suter at 780.785.3411.

The proposed resolution and other public disclosures may be reviewed during regular business hours at the County Office, east of Sangudo, AB located at 56521 Range Road 65, or at [www.OnowayMedical.ca](http://www.OnowayMedical.ca)



4 March 2019

**RE: Land Use Bylaw Amendment Referral to Adjacent Municipalities**

In recent months Lac Ste. Anne County has been conducting a 5-year review of Land Use Bylaw 24-2014, which was finalized in 2015. The review process has resulted in several proposed changes, based on consultation with Council, landowners, residents and business owners. The changes will be incorporated into Bylaw 22-2017, which will replace Bylaw 24-2014. A draft of Bylaw 22-2017 is enclosed, as well as a summary of the major proposed amendments. Lac Ste. Anne County invites you to review the proposal and provide any comments you may have.

Bylaw 22-2017 passed first reading of Council on January 25<sup>th</sup>, 2019 and a final Open House was held for the public on February 26<sup>th</sup>, 2019. The Public Hearing before Council is scheduled for 1:00 PM on March 23<sup>rd</sup>, 2019, at the Onoway Heritage Centre (4708 Lac Ste. Anne Trail, Onoway). If you have comments regarding the proposed Bylaw 22-2017, please provide them in writing to the County by 12:00 noon on March 22<sup>nd</sup>, 2019. Comments can be provided by email to [achell@lsac.ca](mailto:achell@lsac.ca), or by mail to Lac Ste. Anne County, Box 219, Sangudo AB T0E 2A0.

If you have any questions, you're welcome to contact the Planning and Development department by email or mail as above, or by phone at 780.785.3411.

Regards,

A handwritten signature in black ink, appearing to read "Andrew Chell".

Andrew Chell  
Development Officer

# LUB 22-2017

## Summary of significant changes from LUB 14-2014

| Section References                                 | Summary of regulations  |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
|--|---|------------------------------|---|------------------|---------------|-----|---|----|----|-----|---|----|----|-----|---|----|----|-----|---|----|----|-----|--|----|----|-------------------|--|------------------------------|----|----|--|----|---|----|-------------------------------|------------------------------|----|
| <b>CHANGES TO RECREATIONAL VEHICLE REGULATIONS</b> |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| 11.2.92 – 11.2.100                                 | <p><b>General Regulations</b></p> <p>For any RV placed on a parcel*:</p> <ul style="list-style-type: none"> <li>RVs shall be for private personal use only - no money shall be collected in the form of rent, lease, etc;</li> <li>RV placement must comply with development setbacks; and</li> <li>RVs shall not adversely impact use and enjoyment of neighbouring parcels or inhibit Public Utilities or municipal infrastructure.</li> <li>In residential districts, RVs shall be placed either beside or behind the principal building. In some cases, RVs may be placed in front of the principal building if the RV is placed on a dedicated concrete parking pad in the UR, CRX, CRS, CLR, and LR districts.</li> </ul> <p style="text-align: center;"><b>Regulations By District</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th>District</th> <th># of RVs Allowed</th> <th>Residence Req'd?</th> <th>Permit Req'd?</th> </tr> </thead> <tbody> <tr> <td>AG1</td> <td>3</td> <td>No</td> <td>No</td> </tr> <tr> <td>AG2</td> <td>3</td> <td>No</td> <td>No</td> </tr> <tr> <td>AGF</td> <td>3</td> <td>No</td> <td>No</td> </tr> <tr> <td>CRR</td> <td>3</td> <td>No</td> <td>No</td> </tr> <tr> <td>CLR</td> <td>2 (on parcels &lt;2.5 ac)<br/>3 (on parcels &gt;= 2.5 ac)</td> <td>No</td> <td>No</td> </tr> <tr> <td>CRX, CRS, CRE, LR</td> <td>0 on vacant<br/>1 on &lt; 2.5 ac<br/>2 on &gt;= 2.5 ac</td> <td>Yes (built or under constr.)</td> <td>No</td> </tr> <tr> <td>RR</td> <td>2 (on parcels &lt;= 2.5 ac)<br/>3 (on parcels &gt;2.5 ac)</td> <td>No</td> <td>Yes, on parcels with no principal residence</td> </tr> <tr> <td>UR</td> <td>2 on &lt;0.5 ac<br/>3 on &gt;=0.5 ac</td> <td>Yes (built or under constr.)</td> <td>No</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>In the AG1, AG2, and AGF districts, the maximum number of RVs allowed may be exceeded for up to 21 days in a calendar month to allow for agricultural operations such as harvest.</li> <li>In all other districts, the maximum number of RVs allowed may be exceeded for up to 7 days in a calendar month to allow for larger short-term gatherings such as family reunions, etc.</li> </ul> <p><b>RVs In The Rustic Residential (RR) District</b></p> <p>Where a parcel in the RR district has no principal residence, an RV may placed on that parcel if a Development Permit for the RV is issued. It must be connected to a private septic system in compliance with Alberta Safety Codes.</p> <p>*Note: These regulations do not apply to Recreation Vehicle Storage use.</p> | District                     | # of RVs Allowed                            | Residence Req'd? | Permit Req'd? | AG1 | 3 | No | No | AG2 | 3 | No | No | AGF | 3 | No | No | CRR | 3 | No | No | CLR | 2 (on parcels <2.5 ac)<br>3 (on parcels >= 2.5 ac) | No | No | CRX, CRS, CRE, LR | 0 on vacant<br>1 on < 2.5 ac<br>2 on >= 2.5 ac | Yes (built or under constr.) | No | RR | 2 (on parcels <= 2.5 ac)<br>3 (on parcels >2.5 ac) | No | Yes, on parcels with no principal residence | UR | 2 on <0.5 ac<br>3 on >=0.5 ac | Yes (built or under constr.) | No |
| District   | # of RVs Allowed  | Residence Req'd?             | Permit Req'd?                               |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| AG1  | 3   | No                           | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| AG2  | 3   | No                           | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| AGF  | 3   | No                           | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| CRR  | 3   | No                           | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| CLR  | 2 (on parcels <2.5 ac)<br>3 (on parcels >= 2.5 ac)  | No                           | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| CRX, CRS, CRE, LR                                  | 0 on vacant<br>1 on < 2.5 ac<br>2 on >= 2.5 ac  | Yes (built or under constr.) | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| RR   | 2 (on parcels <= 2.5 ac)<br>3 (on parcels >2.5 ac)  | No                           | Yes, on parcels with no principal residence |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| UR   | 2 on <0.5 ac<br>3 on >=0.5 ac   | Yes (built or under constr.) | No  |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| <b>CHANGES TO DISTRICTS</b>                        |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| New Districts                                      |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| <b>Country Living Residential (CLR)</b>            |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| 9.13   | Currently, CRX zoning applies to parcels within and outside of multiparcel subdivisions. The CLR zoning will be applied to those residential (<10 acre) parcels outside of multiparcel subdivisions. It allows some uses that may not be appropriate for multiparcel subdivisions.  |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| <b>Rustic Residential (RR)</b>                     |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| 9.17   | New District created to allow for RV uses on parcels without a principal residence, as long as a Development Permit has been issued. This zoning still allows for residences and accessory uses similar to other country residential districts.   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| <b>County Hall Direct Control (DC 18-01)</b>       |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| 22   | All county halls will fall under this DC zoning, which allows a wide range of uses.   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| Existing Districts                                 |   |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |
| 9.1 – AG1<br>9.2 – AG2<br>9.6 - Industrial         | Abattoir added as a principal discretionary use.  |                              |   |                  |               |     |   |    |    |     |   |    |    |     |   |    |    |     |   |    |    |     |  |    |    |                   |  |                              |    |    |  |    |   |    |                               |                              |    |

|                             |  |
|-----------------------------|--|
| 9.5 – Institutional         | Adds municipal infrastructure as principal discretionary use.  |
| 9.6 – Industrial            | Caretaker Residence added as an accessory use. In Industrial, it will be discretionary. In Airport, the first      |
| 9.8 - Airport               | Caretaker Residence will be permitted, and any after that will be discretionary.                                   |
| 9.21 – Aggregate Extraction | Single Detached Dwellings added as a principal discretionary use, only where reclamation is deemed to be complete. |

**OLDER MOBILE HOMES**

|        |  |
|--------|--|
| 3.5.32 | Applications for Mobile Homes older than 20 years at the time of application must provide an inspection conducted by an Alberta Safety Codes Officer, satisfactory to the Development Authority. |
|--------|--|

**CHANGES TO GARAGE REGULATIONS**

|                                  |   |
|----------------------------------|---|
| See use tables in each district. | Garages will be made principal uses in some districts so that they can be developed before a principal residence. |
|----------------------------------|---|

| District                   | Principal/ Accessory | Permitted/ Discretionary |
|----------------------------|----------------------|--------------------------|
| AG1, AG2, AGF              | Principal            | Permitted                |
| CRR, CLR, CRX, CRS, RR, LR | Principal            | Discretionary            |
| CRE, UR, REC               | Accessory            | Permitted                |

**ADMINISTRATIVE AMENDMENTS**

**Development Permit Pre-referral**

|     |   |
|-----|---|
| 3.8 | Only the following development permit applications will be pre-referred to the public for comment prior to the decision being made: |
|-----|---|

|  | Information Gathering Prior To Decision |            | Dissemination of Decision |                 |
|--|---|------------|---------------------------|-----------------|
|  | Who is notified                         | Open House | Direct Mail               | Meeting Minutes |
| Garages over 1200 sqft in multiparcel subdivisions     | Directly Impacted Properties            |            | Yes                       | Yes             |
| Intensive or Extensive Recreation in Agriculture Areas | Directly Impacted Properties            |            |                           | Yes             |
| Home Based Business Major in Multiparcel subdivisions  | Properties within 2 Miles               | Yes        |                           | Yes             |
| Setback Variance of 70% or more                        | Property directly adjacent to setback   |            | Yes                       | Yes             |
| Communication Towers                                   | Case-by-case                            | Yes        | Yes                       | Yes             |
| Aggregate Resource Extraction                          | Case-by-case                            | Yes        | Yes                       | Yes             |
| Campgrounds  | Case-by-case                            | Yes        | Yes                       | Yes             |

**Email Notification**

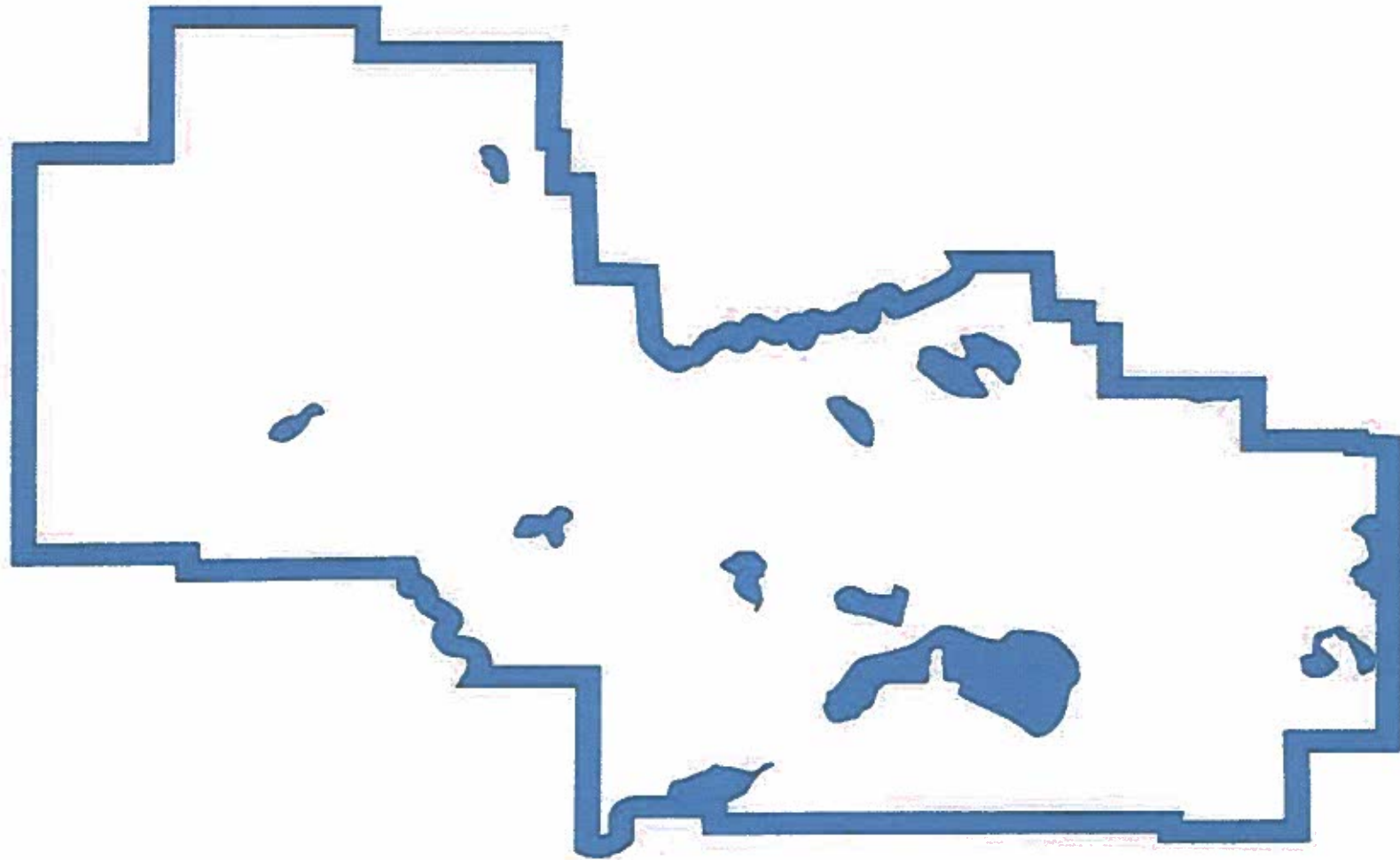
|               |  |
|---------------|--|
| 3.12.1, 4.3.2 | Where Development Permit and Subdivision applications include an email address, notifications will be sent only by email, unless the applicant opts in to regular mail notification. If an email returns a sending error, notification will be sent by regular mail. |
|---------------|--|

**Development Permit Exemptions**

|          |   |
|----------|---|
| 3.2.1(L) | Accessory buildings smaller than 100 square feet will not require a building permit |
|----------|---|

**Access Easements**

|                   |  |
|-------------------|--|
| See each district | Clause added stating that Access Easements will not be considered an acceptable form of access. It has been County practice to only allow Access Easements in exceptional circumstances. |
|-------------------|--|



LAC STE ANNE COUNTY 

# LAND USE BYLAW

22-2017



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DRAFT

**Bylaw #22-2017  
OF LAC STE. ANNE COUNTY  
IN THE PROVINCE OF ALBERTA**

A BYLAW OF LAC STE ANNE COUNTY IN THE PROVINCE OF ALBERTA, TO ADOPT A LAND USE BYLAW

WHEREAS the *Municipal Government Act*, Revised Statutes of Alberta 2000 - Chapter M-26, - and amendments thereto, authorize Council of a Municipality to enact a Land Use Bylaw to guide future development within the Municipality.

NOW THEREFORE Lac Ste. Anne Land Use Bylaw #24-2014 and amendments thereto is hereby repealed.

NOW THEREFORE Council of Lac Ste. Anne County in the Province of Alberta does hereby adopt the Lac Ste. Anne County Land Use Bylaw this \_\_\_ day of \_\_\_\_\_, 2018.

Read a first time this \_\_\_ day of \_\_\_\_\_, 2018.

Read a second time this \_\_\_ day of \_\_\_\_\_, 2018.

Read a third time with the unanimous support of the Council Members present this \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Reeve – Joe Blakeman

\_\_\_\_\_  
Chief Administrative Officer – Mike Primeau

\_\_\_\_\_  
Date of Signing

\_\_\_\_\_  
Date of Signing

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DRAFT

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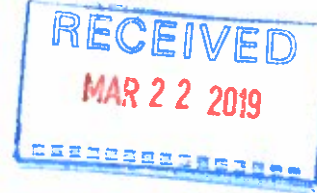


# Lac Ste. Anne Foundation

March 14, 2019

Town of Onoway  
Box 540,  
Onoway, AB T0E 1V0

Attention: Wendy Wildman, Chief Administrative Officer



**RE: 2019/2020 Municipal Requisition**

Dear Wendy;

Please accept this letter as formal communication regarding the approved 2019/2020 Municipal Requisition amounts for your Community.

As per the Lac Ste. Anne Foundation Municipal Requisition Policy;

The municipalities for which the organization provides supportive living accommodation shall be requisitioned annually based on the current year's approved budget. The total requisition shall be shared on the basis of the proportion that a municipality's equalized assessment bears to the total of the equalized assessments of all the municipalities to be requisitioned. Payments shall be made in quarterly installments the 1st banking day of January, April, July and October. Contributing Municipalities with total requisition in the annual amount less than \$20,000 shall pay on the 1st banking day of July. January and April quarterly payments will be equal to the previous year's quarterly payment. By April 1st the current year Equalized Assessment and approved current year's operating/capital deficit will be calculated and a balancing invoice will be issued.

Your total requisition amount is **\$24,295.60** based on the 2019 Provincial Equalized Assessment Report. Invoicing will be as follows;

- April 1, 2019 – \$6,501.47
- July 1, 2019 – \$6,073.90
- October 1, 2019 - \$6,073.90
- January 1, 2019 - \$6,073.90

Thank you for your ongoing support of the Lac Ste. Anne Foundation and its seniors.

If you have any questions or concerns, please contact me at 780-786-3167.

Yours truly,

Dena Krysik  
Chief Administrative Officer

ADMINISTRATION  
OFFICE  
4407 42A Avenue  
Box 299  
Mayerthorpe AB  
T0E 1N0  
Phone: 780-786-3100  
Fax: 780-786-4810

PLEASANT VIEW  
LODGE  
4407 42A Avenue  
Box 299  
Mayerthorpe AB  
T0E 1N0  
Phone: 780-786-2393  
Fax: 780-786-4810

SPRUCEVIEW  
LODGE & HEIGHTS  
12 Sunset Boulevard  
Whitecourt, AB T7S 1S9  
Phone: 780-778-5530  
Fax: 780-778-5215

CHATEAU LAC STE. ANNE  
5123-49 Avenue  
Onoway, AB T0E 1V0  
Phone: 780-967-0475  
Fax: 780-967-0470

SUPPORTIVE HOUSING  
SERVICES  
4503-52 Ave  
Whitecourt, AB T7S 1M4  
Phone: 780-778-3623  
Fax: 780-706-7076

LSAF  
Requisition 1,500,000.00

**2019 Requisitions  
Lac Ste. Anne Foundation**

| <u>Location</u>               | <u>2019 Equalized<br/>Assessment</u> | <u>Percentage</u> | <u>Requisition<br/>Amount</u> |
|-------------------------------|--------------------------------------|-------------------|-------------------------------|
| <b><u>Municipalities</u></b>  |                                      |                   |                               |
| Woodlands County              | 2,230,262,085.00                     | 0.317644315       | 476,466.47                    |
| LSA County                    | 1,968,556,565.00                     | 0.280370995       | 420,556.49                    |
| Whitecourt                    | 1,967,751,992.00                     | 0.280256404       | 420,384.61                    |
| Alberta Beach                 | 180,611,829.00                       | 0.025723578       | 38,585.37                     |
| Onoway                        | 113,723,746.00                       | 0.016197066       | 24,295.60                     |
| Mayerthorpe                   | 108,274,344.00                       | 0.015420936       | 23,131.40                     |
| <b><u>Summer Villages</u></b> |                                      |                   |                               |
| Sunset Point                  | 63,543,541.00                        | 0.009050167       | 13,575.25                     |
| Silver Sands                  | 55,162,996.00                        | 0.007856571       | 11,784.86                     |
| Ross Haven                    | 58,978,933.00                        | 0.008400054       | 12,600.08                     |
| Sandy Beach                   | 38,811,950.00                        | 0.005527779       | 8,291.67                      |
| West Cove                     | 54,073,279.00                        | 0.007701368       | 11,552.05                     |
| Val Quentin                   | 47,332,091.00                        | 0.006741257       | 10,111.89                     |
| Yellowstone                   | 34,362,688.00                        | 0.004894094       | 7,341.14                      |
| Sunrise Beach                 | 23,010,598.00                        | 0.003277277       | 4,915.91                      |
| Nakamun Park                  | 33,790,187.00                        | 0.004812556       | 7,218.83                      |
| South View                    | 18,192,370.00                        | 0.002591042       | 3,886.56                      |
| Castle Island                 | 12,463,165.00                        | 0.001775062       | 2,662.59                      |
| Birch Cove                    | 12,353,752.00                        | 0.001759479       | 2,639.22                      |
|                               | <u>7,021,256,111.00</u>              | <u>100%</u>       | <u>1,500,000.00</u>           |

**Allocation Summary**

|                     |     |                     |
|---------------------|-----|---------------------|
| Capital Commitments | \$  | 1,248,566.16        |
| Operating Deficit   | \$  | 262,607.98          |
| Reserve Funds       | -\$ | 11,174.14           |
|                     | \$  | <u>1,500,000.00</u> |

LSAF  
Requisition 1,500,000.00

**DRAFT 2019 Requisitions  
Lac Ste. Anne Foundation**

| <u>Location</u>               | <u>2019 Equalized<br/>Assessment</u> | <u>Percentage</u>  | <u>Requisition<br/>Amount</u> | <u>2018 Equalized<br/>Assessment</u> | <u>Requisition<br/>Amount</u> | <u>Variance</u> |
|-------------------------------|--------------------------------------|--------------------|-------------------------------|--------------------------------------|-------------------------------|-----------------|
| <b><u>Municipalities</u></b>  |                                      |                    |                               |                                      |                               |                 |
| Woodlands County              | 2,230,262,085.00                     | 0.317644315        | 476,466.47                    | 2,240,809,827.00                     | 483,528.15                    | -7,061.68       |
| LSA County                    | 1,968,556,565.00                     | 0.280370995        | 420,556.49                    | 1,870,559,798.00                     | 403,634.57                    | 16,921.92       |
| Whitecourt                    | 1,967,751,992.00                     | 0.280256404        | 420,384.61                    | 1,984,955,354.00                     | 428,319.16                    | -7,934.56       |
| Alberta Beach                 | 180,611,829.00                       | 0.025723578        | 38,585.37                     | 176,653,323.00                       | 38,118.74                     | 466.62          |
| Onoway                        | 113,723,746.00                       | 0.016197066        | 24,295.60                     | 120,518,861.00                       | 26,005.89                     | -1,710.30       |
| Mayerthorpe                   | 108,274,344.00                       | 0.015420936        | 23,131.40                     | 109,527,327.00                       | 23,634.11                     | -502.71         |
|                               |                                      |                    |                               |                                      |                               | 0.00            |
| <b><u>Summer Villages</u></b> |                                      |                    |                               |                                      |                               |                 |
| Sunset Point                  | 63,543,541.00                        | 0.009050167        | 13,575.25                     | 64,204,119.00                        | 13,854.14                     | -278.89         |
| Silver Sands                  | 55,162,996.00                        | 0.007856571        | 11,784.86                     | 53,501,927.00                        | 11,544.79                     | 240.06          |
| Ross Haven                    | 58,978,933.00                        | 0.008400054        | 12,600.08                     | 58,991,283.00                        | 12,729.30                     | -129.22         |
| Sandy Beach                   | 38,811,950.00                        | 0.005527779        | 8,291.67                      | 39,737,364.00                        | 8,574.64                      | -282.97         |
| West Cove                     | 54,073,279.00                        | 0.007701368        | 11,552.05                     | 50,761,731.00                        | 10,953.51                     | 598.55          |
| Val Quentin                   | 47,332,091.00                        | 0.006741257        | 10,111.89                     | 48,480,074.00                        | 10,461.16                     | -349.28         |
| Yellowstone                   | 34,362,688.00                        | 0.004894094        | 7,341.14                      | 35,184,348.00                        | 7,592.18                      | -251.03         |
| Sunrise Beach                 | 23,010,598.00                        | 0.003277277        | 4,915.91                      | 22,445,602.00                        | 4,843.37                      | 72.54           |
| Nakamun Park                  | 33,790,187.00                        | 0.004812556        | 7,218.83                      | 33,027,146.00                        | 7,126.69                      | 92.14           |
| South View                    | 18,192,370.00                        | 0.002591042        | 3,886.56                      | 18,041,037.00                        | 3,892.94                      | -6.38           |
| Castle Island                 | 12,463,165.00                        | 0.001775062        | 2,662.59                      | 12,011,484.00                        | 2,591.87                      | 70.72           |
| Birch Cove                    | 12,353,752.00                        | <u>0.001759479</u> | <u>2,639.22</u>               | <u>12,024,885.00</u>                 | <u>2,594.76</u>               | <u>44.46</u>    |
|                               | <u>7,021,256,111.00</u>              | <u>100%</u>        | <u>1,500,000.00</u>           | <u>6,951,435,490.00</u>              | <u>1,500,000.00</u>           |                 |

**Allocation Summary**

|                     |                        |
|---------------------|------------------------|
| Capital Commitments | \$ 1,248,566.16        |
| Operating Deficit   | \$ 241,302.33          |
| Reserve Funds       | \$ <u>10,131.51</u>    |
|                     | \$ <u>1,500,000.00</u> |