



WHEATLAND COUNTY

Regular Council Meeting Agenda

April 7, 2020, 9:00 a.m.

Note: This meeting will be conducted via conference call in accordance with the Municipal Government Act, Section 199.

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WHEATLAND COUNTY

Regular Council Meeting Minutes

March 3, 2020, 9:00 a.m.

Councillors Present: Reeve A. Link, Division 2
J. Wilson, Division 1
D. Biggar, Division 3
T. Ikert, Division 4
B. Armstrong, Division 7

Councillors Absent: Deputy Reeve S. Klassen, Division 5
G. Koester, Division 6

Administration: B. Henderson, Chief Administrative Officer
M. Boscariol, GM of Community and Development Services
M. Ziehr, GM of Transportation and Agriculture
M. Soltys, Communications Specialist
D. Bodie, Recording Secretary

1. CALL TO ORDER AND RELATED BUSINESS

1.1 Call To Order

Note: meetings are recorded and may be posted on the official Wheatland County website and/or via social media.

REEVE LINK called the meeting to order - time **9:00 A.M.** [Note: the following Wheatland County staff were present when the meeting was called to order: M. Williams (Planner II). Members of County staff and the general public entered and left at various times during the meeting.]

1.2 Adoption of Agenda

RESOLUTION CM-2020-03-01

Moved by ARMSTRONG

APPROVAL of the agenda, as presented, with the following additions:

Under Agenda Item 2.2 - Unfinished Business or Business Arising:

2.2.2 - Town of Drumheller Council - Re: Meet and Greet

2.2.3 - Attendance - Re: Meetings / Events

Under Agenda Item 6 - Closed Session (In Camera)

Legal Matter - FOIP Act Sec.16 - Fire Capital Committee

Legal Matter - FOIP Act Sec.16 - Council Communication

• Carried

1.3 Adoption of Minutes

1.3.1 Regular Council Meeting Minutes - February 18, 2020

RESOLUTION CM-2020-03-02

Moved by BIGGAR

APPROVAL of the February 18, 2020 Wheatland County Regular Council meeting minutes, as presented.

• Carried

1.3.2 Public Hearing Minutes (Feb. 4, 2020) - Re: Bylaw 2019-32 and Bylaw 2019-37

RESOLUTION CM-2020-03-03

Moved by IKERT

APPROVAL of the February 4, 2020 Wheatland County Public Hearing minutes, as presented, for Bylaw 2019-32 and Bylaw 2019-37.

• Carried

1.3.3 Public Hearing Minutes (Feb. 18, 2020) - Re: Bylaw 2019-30, Bylaw 2020-05, and Bylaw 2020-06

RESOLUTION CM-2020-03-04

Moved by WILSON

APPROVAL of the February 18, 2020 Wheatland County Public Hearing minutes, as presented, for Bylaw 2019-30, Bylaw 2020-05, and Bylaw 2020-06.

• Carried

2. ITEMS FOR DISCUSSION AND RELATED BUSINESS

2.1 Bylaw Readings and Public Hearings

RESOLUTION CM-2020-03-05

Moved by LINK

THAT the process for the Wheatland County Council meeting, as it pertains to the scheduled Public Hearing(s), will be as follows: Public Hearing; First Reading (if required); consideration for further readings of bylaw for those Public Hearings that have been closed. Further moved, that the above process will take place with the absence of resolutions to go into and out of Council before and after each public hearing.

• Carried

2.1.1 Bylaw 2019-35 - Re: Public Hearing & Bylaw Readings

Land Redesignation Bylaw

Public Hearing – Bylaw 2019-35 (LU2019-13)

A Bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to redesignate +/- 0.17 acres from Public Utility District to Parks & Recreation District for the purposes of resolving an encroachment issue. A copy of

the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-06

Moved by WILSON

SECOND READING of Bylaw 2019-35, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 0.17 acres within Plan 6742BQ, the North 100 feet of the East 100 feet of Block 3, from Public Utility District to Parks and Recreation District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-07

Moved by ARMSTRONG

THIRD AND FINAL READING of Bylaw 2019-35, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 0.17 acres within Plan 6742BQ, the North 100 feet of the East 100 feet of Block 3, from Public Utility District to Parks and Recreation District as shown on the attached Schedule 'A'.

• Carried

2.1.2 Bylaw 2020-10 - Re Public Hearing & Bylaw Readings

Land Redesignation Bylaw

Public Hearing – Bylaw 2020-10 (LU2020-04)

A Bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to redesignate +/- 128.74 acres from Industrial General District to Public Utility District. A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-08

Moved by WILSON

THAT SECOND READING of Bylaw 2020-10, be REFUSED.

• Carried

2.1.3 Bylaw 2020-07 - Re: Public Hearing & Bylaw Readings

Village of Standard & Wheatland County Intermunicipal Development Plan (IDP)

Public Hearing – Bylaw 2020-07 (Wheatland County / Village of Standard IDP)

A Bylaw for the purpose of adopting the Wheatland County & Village of Standard Intermunicipal Development Plan (IDP). A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-09

Moved by WILSON

FIRST READING of Bylaw 2020-07, this being a bylaw for the purpose of adopting the Wheatland County and the Village of

Standard Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

RESOLUTION CM-2020-03-10

Moved by IKERT

SECOND READING of Bylaw 2020-07, this being a bylaw for the purpose of adopting the Wheatland County and the Village of Standard Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

RESOLUTION CM-2020-03-11

Moved by BIGGAR

THAT permission be granted to hold third and final reading of Bylaw 2020-07.

• Carried Unanimously

RESOLUTION CM-2020-03-12

Moved by ARMSTRONG

THIRD AND FINAL READING of Bylaw 2020-07, this being a bylaw for the purpose of adopting the Wheatland County and the Village of Standard Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

2.1.4 Bylaw 2020-08 - Re: Public Hearing & Bylaw Readings

Town of Drumheller & Wheatland County Intermunicipal Development Plan (IDP)

Public Hearing – Bylaw 2020-08 (Wheatland County / Town of Drumheller IDP)

A Bylaw for the purpose of adopting the Wheatland County & Town of Drumheller Intermunicipal Development Plan (IDP). A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-13

Moved by IKERT

FIRST READING of Bylaw 2020-08, this being a bylaw for the purpose of adopting the Wheatland County and the Town of Drumheller Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

RESOLUTION CM-2020-03-14

Moved by BIGGAR

SECOND READING of Bylaw 2020-08, this being a bylaw for the purpose of adopting the Wheatland County and the Town of Drumheller Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

RESOLUTION CM-2020-03-15

Moved by WILSON

THAT permission be granted to hold third and final reading of Bylaw 2020-08.

• Carried Unanimously

RESOLUTION CM-2020-03-16

Moved by ARMSTRONG

THIRD AND FINAL READING of Bylaw 2020-08, this being a bylaw for the purpose of adopting the Wheatland County and the Town of Drumheller Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

2.2 Unfinished Business or Business Arising

2.2.1 Planning & Priorities Session - Re: Scheduling

RESOLUTION CM-2020-03-17

Moved by ARMSTRONG

APPROVAL that Wheatland County Administration proceed with scheduling a Planning & Priorities Session to be held on March 23, 2020 (Committee Room) commencing at 9:00 AM.

• Carried

2.2.2 Town of Drumheller Council - Meet & Greet

Discussion ensued relating to date selection for a Town of Drumheller Council and Wheatland County Council meet & greet. Council requested that County Administration communicate with the Town of Drumheller regarding possible dates and location and bring back to Council for consideration.

2.2.3 Attendance - Re: Meetings / Events

Discussion ensued regarding the following: Reeve Link's request to attend the 2020 Alberta Urban Municipalities Association (AUMA) Conference; ratify Councillor attendance at various meetings/events during the month of February.

RESOLUTION CM-2020-03-18

Moved by BIGGAR

APPROVAL for Reeve Link to attend the 2020 Alberta Urban Municipalities Association (AUMA) Conference; with approval to include registration, per-diem, mileage, and accommodation as required.

• Carried

RESOLUTION CM-2020-03-19

Moved by WILSON

THAT Council ratify the attendance of Wheatland County Council representation at the following meetings/events during the month of February: Fire Debriefing (Feb. 11th); Southern Alberta Energy from Waste (SAEWA) Board (Feb. 19th); SAEWA (Feb. 26th); Speech from the Throne (Feb. 25th); Provincial Budget 2020 (Feb. 27th).

• Carried

3. COUNCILLOR REPORTS AND RELATED BUSINESS

3.1 Reeve's Report

Reeve Link presented the 'Reeves Report' for the month of February 2020 (note: a copy of the report is included in the agenda package); the report highlighted the events/meetings attended. Additional Items included: Update - Calgary Metropolitan Region Board, Eagle Lake Nursery 50th Anniversary, Conference Call with RMA - Re: 2020 Provincial Budget. In response to Council inquiries, discussion ensued regarding the following topics: representation on Federation of Canadian Municipalities (FCM) committees; municipal funding of watch clerk positions and consideration for future financial support for policing.

RESOLUTION CM-2020-03-20

Moved by IKERT

THAT County Administration draft a letter to the Alberta Justice Minister requesting consideration that administrative financial support be recognized as part of the municipality's contribution for police funding.

• Carried

RESOLUTION CM-2020-03-21

Moved by LINK

ACCEPTANCE of the Reeve's Report, as presented/provided.

• Carried

3.2 Deputy Reeve's Report

A copy of the 'Deputy Reeve's Report' for the month of February 2020 was included in the agenda package; the report highlighted the events/meetings attended. Note: Deputy Reeve Klassen was not present at today's meeting due to other commitments.

RESOLUTION CM-2020-03-22

Moved by WILSON

ACCEPTANCE of the Deputy Reeve's Report, as presented/provided.

• Carried

3.3 Division 1 Councillor Report

The 'Division 1 Councillor Report' for the month of February 2020 was not available in the agenda package. Councillor Wilson presented a verbal report highlighting the following events/meetings attended: Southern Alberta Energy from Waste Association (SAEWA) meetings, Municipal Planning Commission, Council Meetings. Note: As information, a copy of the January 15, 2020 Agricultural Service Board (ASB) meeting minutes was included with the agenda package.

RESOLUTION CM-2020-03-23

Moved by WILSON

ACCEPTANCE of the Division 1 Councillor Report, as presented/provided.

• Carried

3.4 Division 3 Councillor Report

Councillor Biggar informed Council that a copy of the 'Division 3 Councillor Report' for the month of February 2020 is included in the agenda package; the report highlighted the events/meetings attended. In addition to the report, Councillor Biggar provided an update on the following topics: Postal Service (Carseland); Rocky Mountain GTL.

RESOLUTION CM-2020-03-24

Moved by BIGGAR

ACCEPTANCE of the Division 3 Councillor Report, as presented/provided.

• Carried

3.5 Division 4 Councillor Report

A copy of the 'Division 4 Councillor Report' for the month of February 2020 is included in the agenda package; the report highlighted the events/meetings attended. As information, Councillor Ikert informed of his attendance at the ASCHA Conference and discussed social housing issues.

RESOLUTION CM-2020-03-25

Moved by IKERT

ACCEPTANCE of the Division 4 Councillor Report, as presented/provided.

• Carried

3.6 Division 6 Councillor Report

The 'Division 6 Councillor Report' for the month of February 2020 was not available in the agenda package. Note: Councillor Koester was not present at today's meeting due to other commitments.

3.7 Division 7 Councillor Report

A copy of the 'Division 7 Councillor Report' for the month of February 2020 is included in the agenda package; the report highlighted the events/meetings attended. As information, Councillor Armstrong informed of a correction to his report; the unanimous vote at the Feb. 19th SAEWA Board meeting was regarding the acceptance of the HRD's report, not the location.

RESOLUTION CM-2020-03-26

Moved by ARMSTRONG

ACCEPTANCE of the Division 7 Councillor's Report, as presented/provided and amended.

• Carried

4. DEPARTMENT REPORTS AND RELATED BUSINESS

4.1 Chief Administrative Officer

4.1.1 Chief Administrative Officer Report

B. Henderson presented the Chief Administrative Officer Report for the month of February 2020 (note: a copy of the report was included in the agenda information package for Council review). The report provided updates/highlights on the following departments: Administration and Fire Services. In addition to the report, CAO Henderson provided a brief update regarding the Green for Life Compost Facility. Discussion ensued.

RESOLUTION CM-2020-03-27

Moved by WILSON

ACCEPTANCE of the Chief Administrative Officer's Report, as presented based on the information provided in the request for decision.

• Carried

4.2 Corporate and Financial Services

4.2.1 Corporate & Financial Services Report

On behalf of the Department, CAO B. Henderson presented the Corporate & Financial Services Report (note: a copy of the report was included in the agenda information package for Council review). The report provided updates/highlights on Corporate Services (Assessment, Financial Services, People Services, and Information Technology Services). In addition to the report, CAO Henderson provided an update on the following topics: Education Requisition; Year End Audit.

RESOLUTION CM-2020-03-28

Moved by IKERT

ACCEPTANCE of the Corporate & Financial Services Report, as presented based on the information provided in the request for decision.

• Carried

4.3 Community and Development Services

4.3.1 Community & Development Services Report

General Manager M. Boscarior presented the Community and Development Services Report (note: a copy of the report was included in the agenda package for Council review). The report provided updates and stats on the following: Community Services; Economic Development; GIS; Planning, Development & Safety Codes; Protective Services. In addition to the report, General Manager M. Boscarior provided an update regarding the following topics: Recreation & Culture Master Plan and community engagement; Planning & Priorities Session (agenda item) - In-Kind Gravel Applications; progress - Intermunicipal Collaboration Framework Agreements.

RESOLUTION CM-2020-03-29

Moved by BIGGAR

ACCEPTANCE of the Community and Development Services Report, as presented based on the information provided in the request for decision.

• Carried

4.3.2 Intermunicipal Collaboration Framework (ICF) - Re: Wheatland County & Vulcan County

RESOLUTION CM-2020-03-30

Moved by WILSON

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and Vulcan County, as presented with the request for decision.

• Carried

4.3.3 Intermunicipal Collaboration Framework (ICF) - Re: Wheatland County & Kneehill County

RESOLUTION CM-2020-03-31

Moved by BIGGAR

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and Kneehill County, as presented with the request for decision.

• Carried

4.3.4 Intermunicipal Collaboration Framework (ICF) - Re: Wheatland County & Rocky View County

RESOLUTION CM-2020-03-32

Moved by ARMSTRONG

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and Rocky View County, as presented with the request for decision.

• Carried

4.3.5 Intermunicipal Collaboration Framework (ICF) - Re: Wheatland County & Foothills County

[Note: an amended version of the document was provided to Council prior to the meeting for review. The document was amended to include the following: County logo; correction to Emergency Services section.]

RESOLUTION CM-2020-03-33

Moved by WILSON

APPROVAL of the 'amended' Intermunicipal Collaboration Framework agreement between Wheatland County and Foothills County, as provided.

• Carried

4.3.6 Protest Discussion

In addition to the agenda, discussion ensued relating to the following topics: protests held within the county; County's rights and abilities to deal with protesters.

4.4 Transportation and Agriculture

4.4.1 Transportation & Agriculture Report

General Manager M. Ziehr presented the Transportation & Agriculture Report (note: a copy of the report was included in the agenda package for Council review). The report provided updates on the following topics: Public Works Crews; Hamlet and Utilities / Waste Transfer Sites; Facilities; Gravel/Roads; Land; Agriculture & Environment Report. In addition to the report; General Manager M. Ziehr provided an update regarding the following topics: Road Bans; Carseland CP Rail crossing. In response to an inquiry, discussion ensued regarding a road concern on portion of Twp. Rd. 232.

RESOLUTION CM-2020-03-34

Moved by IKERT

ACCEPTANCE of the Transportation & Agriculture Report, as presented based on the information provided in the request for decision.

• Carried

4.4.2 2019 Environmental Program Update

[Note: a hard copy of the publication was provided to Council prior to the meeting for their review].

Discussion ensued; General Manager Ziehr informed that this document will be made available to the public.

RESOLUTION CM-2020-03-35

Moved by WILSON

TO ACCEPT the 2019 Wheatland County Environmental Program Update publication as information; as provided with the request for decision.

• Carried

4.4.3 Cost Sharing Request - Re: Lighting at Intersection of Hwy. 901 and Hwy. 817

RESOLUTION CM-2020-03-36

Moved by BIGGAR

APPROVAL that Wheatland County submit a request for Alberta Transportation to cost share the installation of lighting at the intersection of Hwy. 901 and Hwy. 817. Further, that this funding be cost shared at a 50/50 ratio between Wheatland County and Alberta Transportation; based on the information provided in the request for decision.

• Carried

5. CORRESPONDENCE / INFORMATION

5.1 Correspondence & Information Items

Discussion ensued relating to the 'draft' DDSWMA agreement and funding options. CAO Henderson informed that this matter will be reviewed and brought back to a Council meeting for further discussion.

RESOLUTION CM-2020-03-37

Moved by WILSON

TO ACCEPT the following items as information, as provided in the request for decision:

Alberta Environment & Parks (Office of the Minister) Correspondence, dated Feb. 13/20 - Re: Follow-up to the November RMA Meeting with Minister Nixon.

'Draft' Agreement between Drumheller & District Solid Waste Management Association and Participating Municipalities - Re: Transtors

• Carried

6. CLOSED SESSION (IN CAMERA)

During the Regular Council Meeting, a closed session was held:

- 10:51 AM to 11:58 AM - Closed Session (in camera) took place in the Wheatland County Committee Room. The closed session included the following: Members of Council (except Koester and Klassen), Chief Administrative Officer, General Manager of Community & Development Services; General Manager of Transportation & Agriculture.

RESOLUTION CM-2020-03-38

Moved by LINK

THAT the meeting go into 'closed session' (in camera) - time 10:51 A.M., pertaining to the following:

Land Matter (FOIP Act - Sec. 16) - Re: Former Public Works Yard (Strathmore)

Legal Matter (FOIP Act - Sec.16) - Re: ASB Building Expansion

Legal Matter (FOIP Act - Sec .16) - Re: Fire Capital Committee

Legal Matter (FOIP Act - Sec. 16) - Re: Council Communications

• Carried

RESOLUTION CM-2020-03-39

Moved by WILSON

THAT the meeting come out of 'closed session' - time 11:58 A.M.

• Carried

7. ADJOURNMENT

RESOLUTION CM-2020-03-40

Moved by IKERT

THAT the meeting adjourn - time 11:59 A.M.

• Carried

Reeve

Chief Administrative Officer

Recording Secretary

Unapproved Copy

BYLAW 2019-35 – (LU2019-13)
PUBLIC HEARING MINUTES – MARCH 3, 2020

A Public Hearing for Bylaw 2019-35 was held at the Wheatland County Administration Office on March 3, 2020.

Present:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Donna Biggar – Councillor, Division 3
Tom Ikert – Councillor, Division 4
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscariol – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Megan Williams – Planner II
Mackenzie Soltys – Communications Specialist
Diane Bodie – Recording Secretary

Absent:

Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division

Public Attendance	There were six (6) members of the general public in attendance.
9:03 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 9:03 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 0.17 acres within Plan 6742BQ, the North 100 feet of the East 100 feet of Block 3, from Public Utility District to Parks and Recreation District as shown on the attached Schedule 'A'.
Presentation	M. Williams (Planner II) presented the requests for decisions for Bylaw 2019-35; a bylaw to redesignate +/- 0.17 acres from Public Utility District to Parks & Recreation District for the purposes of resolving an encroachment issue. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing. Staff informed that no concerns were received regarding this application.
Comments	No other comments were forthcoming.
9:06 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 9:06 a.m. Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – D. Bodie

BYLAW 2020-10 – (LU2020-04)
PUBLIC HEARING MINUTES – MARCH 3, 2020

A Public Hearing for Bylaw 2020-10 was held at the Wheatland County Administration Office on March 3, 2020.

Present:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Donna Biggar – Councillor, Division 3
Tom Ikert – Councillor, Division 4
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscariol – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Megan Williams – Planner II
Mackenzie Soltys – Communications Specialist
Diane Bodie – Recording Secretary

Absent:

Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division

Public Attendance	There were six (6) members of the general public in attendance.
9:07 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 9:07 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 128.74 ac within Plan 0813350, Block 1, Lot 1 from Industrial General District to Public Utility District as shown on the attached Schedule 'A'.
Presentation	<p>M. Williams (Planner II) presented the requests for decisions for Bylaw 2019-35; a bylaw to redesignate +/- 128.74 acres from Industrial General District to Public Utility District. Initially this redesignation was brought forward for the purpose of hosting a Southern Alberta Energy from Waste (SAEWA) project. Although Wheatland County was not chosen as the preferred site for the Energy from Waste project, staff is still bringing forward this bylaw to redesignate the parcel to Public Utility District. The redesignation to a Public Utility District still supports the County's economic development strategies by allowing essential services and uses that support growth and expansion of an existing community, as well as allowing the existing uses to continue on the subject site. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.</p> <p>Note: correspondence received in response to this application were reviewed by Council prior to presentation of the application.</p>
Comments	<p>The following members of the public expressed their objection and concerns to redesignating the land to a Public Utility District: Mr. R. Bolinger; Mr. I. Bolinger; Mr. G. Mackwood (Paterson Grain); Mr. P. Hoff.</p> <p>Discussion ensued. As information, Staff provided an overview showing the permitted and discretionary uses for Industrial General District and Public Utility District.</p>

9:22 am
Close

Call to Close by the Chair
The Chair, Reeve Link, closed the Public Hearing – time 9:22 a.m.
Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – D. Bodie

Unapproved Copy

BYLAW 2020-07 – (Wheatland County / Village of Standard IDP)
PUBLIC HEARING MINUTES – MARCH 3, 2020

A Public Hearing for Bylaw 2020-07 was held at the Wheatland County Administration Office on March 3, 2020.

Present:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Donna Biggar – Councillor, Division 3
Tom Ikert – Councillor, Division 4
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscarior – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Megan Williams – Planner II
Mackenzie Soltys – Communications Specialist
Diane Bodie – Recording Secretary

Absent:

Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division

Public Attendance

There were no members of the general public in attendance.

9:25 am

Call to Order

Call to Order by the Chair

The Chair, Reeve Link called the Public Hearing to order at 9:25 a.m.

Intro/Notifications

Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).

Application

A Bylaw of Wheatland County for the purpose of adopting the Wheatland County & Village of Standard Intermunicipal Development Plan (IDP).

Presentation

M. Williams (Planner II) presented the requests for decisions for Bylaw 2020-07; a bylaw for the development of the Wheatland County / Village of Standard Intermunicipal Development Plan (IDP). During the presentation, staff informed that the IDP document contains some clerical errors. The clerical errors were highlighted; staff advised that the document will be updated. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.

Comments

No other comments were forthcoming.

9:26 am

Close

Call to Close by the Chair

The Chair, Reeve Link, closed the Public Hearing – time 9:26 a.m.

Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – D. Bodie

BYLAW 2020-08 – (Wheatland County / Drumheller IDP)
PUBLIC HEARING MINUTES – MARCH 3, 2020

A Public Hearing for Bylaw 2020-08 was held at the Wheatland County Administration Office on March 3, 2020.

Present:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Donna Biggar – Councillor, Division 3
Tom Ikert – Councillor, Division 4
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscarior – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Megan Williams – Planner II
Mackenzie Soltys – Communications Specialist
Diane Bodie – Recording Secretary

Absent:

Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division

Public Attendance

There were no members of the general public in attendance.

9:27 am

Call to Order

Call to Order by the Chair

The Chair, Reeve Link called the Public Hearing to order at 9:27 a.m.

Intro/Notifications

Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).

Application

A Bylaw of Wheatland County for the purpose of adopting the Wheatland County & Town of Drumheller Intermunicipal Development Plan (IDP).

Presentation

M. Williams (Planner II) presented the requests for decisions for Bylaw 2020-08; a bylaw for the development of the Wheatland County / Town of Drumheller Intermunicipal Development Plan (IDP). During the presentation, staff informed that the IDP document contains a clerical error. The clerical error was highlighted; staff advised that the document will be updated. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.

Comments

No other comments were forthcoming.

9:28 am

Close

Call to Close by the Chair

The Chair, Reeve Link, closed the Public Hearing – time 9:28 a.m.

Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – D. Bodie



WHEATLAND COUNTY

Regular Council Meeting Minutes

March 24, 2020, 9:00 a.m.

Councillors Present: Reeve A. Link, Division 2
Deputy Reeve S. Klassen, Division 5
J. Wilson, Division 1
T. Ikert, Division 4
G. Koester, Division 6
B. Armstrong, Division 7

Councillors Absent: D. Biggar, Division 3

Administration: B. Henderson, Chief Administrative Officer
M. Boscariol, GM of Community and Development Services
M. Ziehr, GM of Transportation and Agriculture
M. Soltys, Communications Specialist
M. Desaulniers, Recording Secretary

1. **CALL TO ORDER AND RELATED BUSINESS**

1.1 Call To Order

Note: meetings are recorded and may be posted on the official Wheatland County website and/or via social media.

REEVE LINK called the meeting to order - time **9:00 A.M.**

Reeve Link informed that the March 24, 2020 Regular Wheatland County Council meeting will be conducted via conference call in accordance with the Municipal Government Act, Section 199. Reeve Link reviewed the process for the meeting. [Note: a 'notice of meeting change' was posted on the County website.]

1.2 Adoption of Agenda

RESOLUTION CM-2020-03-41

Moved by ARMSTRONG

APPROVAL of the agenda, as presented, with the following addition(s)/deletion(s):

Additions

Under Agenda Item 2.1 – Bylaw Readings and Public Hearings

2.1.7 – Bylaw 2020-16 - Re: Include Scheduling of Public Hearing

Under Agenda Item 2.3 – Unfinished Business or Business Arising

2.3.1 – Annual General Meeting - Re: Postponement

Under Agenda Item 3 – Correspondence / Information

3.1 – MNP Document - Re: Wheatland County Audit Service Plan

Under Agenda Item 4 - Closed Session

Legal Matter (FOIP Act - Sec. 16) - Re: Green For Life

Labour Matter (FOIP Act - Sec.16) - Capital Projects

Legal Matter (FOIP Act - Sec. 16) - Re: Penalties (Utilities/Taxes)

Deletion

Appointment with MNP Representatives - Agenda Item 2.2.1

• Carried

2. ITEMS FOR DISCUSSION AND RELATED BUSINESS

2.1 Bylaw Readings and Public Hearings

RESOLUTION CM-2020-03-42

Moved by LINK

THAT the process for the Wheatland County Council meeting, as it pertains to the scheduled Public Hearing(s), will be as follows: Public Hearing; First Reading (if required); consideration for further readings of bylaw for those Public Hearings that have been closed. Further moved, that the above process will take place with the absence of resolutions to go into and out of Council before and after each public hearing.

• Carried

2.1.1 Bylaw 2019-12 - Re: Public Hearing & Bylaw Readings

Land Redesignation Bylaw

Public Hearing – Bylaw 2019-12 (LU2019-03)

A Bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to redesignate +/- 67.09 acres from Agricultural General District to Industrial General District to prepare for future industrial development. A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-43

Moved by IKERT

SECOND READING of Bylaw 2019-12, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate 67.09 acres within Plan 041 1592, Block 1, Lot 2, from Agricultural General District to Industrial General District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-44

Moved by WILSON

THIRD AND FINAL READING of Bylaw 2019-12, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate 67.09 acres within Plan 041 1592, Block 1, Lot 2, from Agricultural General District to Industrial General District as shown on the attached Schedule 'A'.

• Carried

2.1.2 Bylaw 2020-01 - Re: Public Hearing & Bylaw Readings

Land Redesignation Bylaw

Public Hearing – Bylaw 2020-01 (LU2020-01)

A Bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to redesignate +/- 3.00 acres from Agricultural General District to Industrial General District to accommodate the future subdivision of an existing construction business. A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-45

Moved by WILSON

SECOND READING of Bylaw 2020-01, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 3.00 acres within SW-11-24-26-W4M, from Agricultural General District to Industrial General District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-46

Moved by ARMSTRONG

THIRD AND READING of Bylaw 2020-01, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 3.00 acres within SW-11-24-26-W4M, from Agricultural General District to Industrial General District as shown on the attached Schedule 'A'.

• Carried

2.1.3 Bylaw 2020-04 - Re: Public Hearing & Bylaw Readings

Land Use Bylaw Amendment

Public Hearing – Bylaw 2020-04 (Amend Land Use Bylaw)

A Bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to update Highway Commercial, Hamlet Mixed Use, and Hamlet Commercial Land Use Districts, Specific Use Regulations, and Definitions regarding Cannabis Stores as a use. A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-47

Moved by WILSON

SECOND READING of Bylaw 2020-04, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to update Highway Commercial, Hamlet Mixed Use, and Hamlet Commercial Land Use Districts, Specific Use Regulations, and Definitions regarding Cannabis Stores as a use.

• Carried

RESOLUTION CM-2020-03-48

Moved by KLASSEN

THIRD AND FINAL READING of Bylaw 2020-04, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to update Highway Commercial, Hamlet Mixed Use, and Hamlet

Commercial Land Use Districts, Specific Use Regulations, and Definitions regarding Cannabis Stores as a use.

• Carried

2.1.4 Bylaw 2019-33 - Re: Public Hearing & Bylaw Readings

Kneehill County & Wheatland County Intermunicipal Development Plan (IDP)

Public Hearing – Bylaw 2019-33 (Wheatland County / Kneehill County IDP)

A Bylaw for the purpose of adopting the Wheatland County & Kneehill County Intermunicipal Development Plan (IDP). A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

Note: a public hearing regarding Bylaw 2019-33 was previously held on December 17th, 2019; the hearing was recessed to hold an Intermunicipal Committee meeting to discuss concerns raised during the public hearing.

RESOLUTION CM-2020-03-49

Moved by KOESTER

FIRST READING of Bylaw 2019-33, as amended, this being a bylaw for the purpose of adopting the Wheatland County and Kneehill County Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

Note: Amendments to include the following changes to the IDP:

- Section 4.2.13 – remove wording ‘where no approved ASP or ACP is in place’
- Revise notation under Section 2 – Natural Landscape (pg. 14 of the IDP) to read the following
 - The Rosebud River defines part of the border between the two Counties. The River Valley in both counties is environmentally significant. 4000 acres of the watershed are under Conservation Easement Agreements. Conservation efforts continue in the area.

• Carried

RESOLUTION CM-2020-03-50

Moved by ARMSTRONG

SECOND READING of Bylaw 2019-33, as amended, this being a bylaw for the purpose of adopting the Wheatland County and Kneehill County Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

2.1.5 Bylaw 2020-14 - Re: Public Hearing & Bylaw Readings

Special Areas Board & Wheatland County Intermunicipal Development Plan (IDP)

Public Hearing – Bylaw 2020-14 (Wheatland County / Special Areas Board IDP)

A Bylaw for the purpose of adopting the Wheatland County & Special Areas Board Intermunicipal Development Plan (IDP). A copy of the requests for decisions and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-03-51

Moved by IKERT

FIRST READING of Bylaw 2020-14, this being a bylaw for the purpose of adopting the Wheatland County and the Special Areas Board Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

RESOLUTION CM-2020-03-52

Moved by ARMSTRONG

SECOND READING of Bylaw 2020-14, this being a bylaw for the purpose of adopting the Wheatland County and the Special Areas Board Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

RESOLUTION CM-2020-03-53

Moved by WILSON

THAT permission be granted to hold third and final reading of Bylaw 2020-14.

• Carried Unanimously

RESOLUTION CM-2020-03-54

Moved by KLASSEN

THIRD AND FINAL READING of Bylaw 2020-14, this being a bylaw for the purpose of adopting the Wheatland County and the Special Areas Board Intermunicipal Development Plan in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

• Carried

2.1.6 Bylaw 2019-40 - Re: Public Hearing

Road Closure Bylaw

Public Hearing – Bylaw 2019-40 (Road Closure)

A Bylaw to cancel and dispose of undeveloped portion of Range Road 260 lying between NW 19-24-25-4 and NE 24-24-26-4. A copy of the request for decision and supporting documentation was included in the agenda information package for Council review.

Note: Bylaw 2019-40 (Road Closure) to be forwarded to the Minister of Transportation for approval prior to further readings of the bylaw.

2.1.7 Bylaw 2020-16 - Re: 1st Reading

Road Closure Bylaw

RESOLUTION CM-2020-03-55

Moved by WILSON

FIRST READING of Bylaw 2020-16, for the closure, and disposal to the applicant, the adjacent owner, of a portion of undeveloped Road Plan 8459Q lying within NE 7-22-26-4 described as:
PLAN # (to be filled in at time of Plan Registration)
BY ANDREW CAMAAERT, ALS (ALS FILE NO. 19143RC)
AREA 'A'
CONTAINING 0.468 Ha (1.16 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

• Carried

RESOLUTION CM-2020-03-56

Moved by ARMSTRONG

THAT a Public Hearing for Bylaw 2020-16 be scheduled for May 5, 2020 at 9:00 A.M. in Wheatland County Council Chambers.

• Carried

2.1.8 Bylaw 2020-02 - Re: 1st Reading & Scheduling of Public Hearing

Land Redesignation Bylaw

RESOLUTION CM-2020-03-57

Moved by IKERT

FIRST READING of Bylaw 2020-02, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate 5 acres within Plan 101 1307, Block 1, Lot 2, from Industrial General District to Commercial Highway District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-58

Moved by WILSON

THAT a Public Hearing for Bylaw 2020-02 be scheduled for May 5th, 2020 at 9:00 A.M. in Wheatland County Council Chambers.

• Carried

2.1.9 Bylaw 2020-11 - Re: 1st Reading & Scheduling of Public Hearing

Land Redesignation Bylaw

RESOLUTION CM-2020-03-59

Moved by KLASSEN

FIRST READING of Bylaw 2020-11, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 4.20 acres within NE-5-23-22-W4M, from Agricultural General District to Country Residential District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-60

Moved by WILSON

THAT a Public Hearing for Bylaw 2020-11 be scheduled for April 21, 2020 at 9:00 A.M. in Wheatland County Council Chambers.

• Carried

2.1.10 Bylaw 2020-12 - Re: 1st Reading & Scheduling of Public Hearing

Land Redesignation Bylaw

RESOLUTION CM-2020-03-61

Moved by KLASSEN

FIRST READING of Bylaw 2020-12, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 4 acres within NW-16-24-26-W4M, from Agricultural General District to Industrial General District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-62

Moved by IKERT

THAT a Public Hearing for Bylaw 2020-12 be scheduled for April 21, 2020 at 9:00 A.M. in Wheatland County Council Chambers.

• Carried

2.1.11 Bylaw 2020-13 - Re: 1st Reading & Scheduling of Public Hearing

Land Redesignation Bylaw

General Manager Boscariol reviewed some technical/clerical errors (maps) in the request for decision document; Mr. Boscariol informed that this will be corrected prior to public hearing.

RESOLUTION CM-2020-03-63

Moved by IKERT

FIRST READING of Bylaw 2020-13, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 3.38 acres within SW-6-24-25-W4M, from Agricultural General District to Country Residential District as shown on the attached Schedule 'A'.

• Carried

RESOLUTION CM-2020-03-64

Moved by KOESTER

THAT a Public Hearing for Bylaw 2020-13 be scheduled for April 21, 2020 at 9:00 A.M. in Wheatland County Council Chambers.

• Carried

2.2 Presentations / Delegations

2.2.1 MNP Representatives - Re: Audit Service Plan

Note: During approval of the Council meeting agenda, CAO Henderson advised that the MNP appointment with Council has been cancelled. The 2019 Audit Service Plan document was provided to Council prior to today's meeting (see item 3.2 - addition to agenda under correspondence).

2.3 Unfinished Business or Business Arising

2.3.1 Annual General Meeting (2020)

RESOLUTION CM-2020-03-65

Moved by WILSON

APPROVAL that the Wheatland County Annual General Meeting, previously scheduled for March 31st in Rockyford, is postponed until further notice.

• Carried

2.4 New Business

2.4.1 Intermunicipal Collaboration Framework - Re: Wheatland County & Village of Rockyford

RESOLUTION CM-2020-03-66

Moved by KOESTER

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and the Village of Rockyford, as presented with the request for decision.

• Carried

2.4.2 Intermunicipal Collaboration Framework - Re: Wheatland County & Village of Standard

RESOLUTION CM-2020-03-67

Moved by WILSON

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and the Village of Standard, as presented with the request for decision.

• Carried

2.4.3 Intermunicipal Collaboration Framework - Re: Wheatland County & Village of Hussar

RESOLUTION CM-2020-03-68

Moved by ARMSTRONG

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and the Village of Hussar, as presented with the request for decision.

• Carried

2.4.4 Intermunicipal Collaboration Framework - Re: Wheatland County & Special Areas Board

RESOLUTION CM-2020-03-69

Moved by WILSON

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and Special Areas Board, as presented with the request for decision.

• Carried

2.4.5 Intermunicipal Collaboration Framework - Re: Wheatland County & Town of Drumheller

RESOLUTION CM-2020-03-70

Moved by ARMSTRONG

APPROVAL of the Intermunicipal Collaboration Framework agreement between Wheatland County and the Town of Drumheller, as presented with the request for decision.

• Carried

2.4.6 Hamlet Tourism Entrance Sign Policy

Council reviewed the 'draft' Tourism Entrance Sign Policy. The purpose of the policy is to define the process and schedule of fees and services relating to standardized blue hamlet entrance signs for organization promotion to be called Hamlet Entrance Tourism.

RESOLUTION CM-2020-03-71

Moved by ARMSTRONG

APPROVAL of the Wheatland County 'Tourism Entrance Sign Policy', as presented with the request for decision.

• Carried

2.4.7 Rural Address Signs - Re: Information

RESOLUTION CM-2020-03-72

Moved by WILSON

TO ACCEPT, as information, the Wheatland County process for installation and ratepayer notification of rural address sign replacement; as presented in the request for decision.

• Carried

2.4.8 Dust Control Rates - 2020

RESOLUTION CM-2020-03-73

Moved by ARMSTRONG

APPROVAL of the proposed 2020 Dust Control rates of \$1.50 per linear foot for calcium chloride, \$6.00 per linear foot for oiled dust abatement, and \$3.00 per linear foot for reapplications of previously oiled dust abatement; based on the information provided in the request for decision.

• Carried

2.4.9 Letter of Support - Gleichen RCMP

For clarification, Reeve Link informed that the Gleichen RCMP have requested a 'Letter of Support' from the County; this is not a request for monetary commitment.

RESOLUTION CM-2020-03-74

Moved by WILSON

APPROVAL that Wheatland County Council send a 'Letter of Support' to the Gleichen RCMP Detachment for an additional position specializing in crime reduction.

• Carried

2.4.10 Strathmore & District Chamber of Commerce - Re: Name Change Request

RESOLUTION CM-2020-03-75

Moved by IKERT

APPROVAL that Wheatland County provide the Strathmore & District Chamber of Commerce \$1,500.00 to change the name from Strathmore & District Chamber of Commerce to The Strathmore Wheatland Chamber of Commerce; based on the information provided in the request for decision.

• Carried

3. CORRESPONDENCE / INFORMATION

3.1 Correspondence & Information Items

Council reviewed the items included under Agenda Item 3.1 - Correspondence & Information Items. Discussion ensued.

RESOLUTION CM-2020-03-76

Moved by WILSON

APPROVAL that Wheatland County Council send a letter to Sturgeon County (Office of the Mayor) to thank them for inviting Wheatland County to partner on an Alberta-focused reception on June 6th at the upcoming Federation of Canadian Municipalities Conference. Further to advise that Wheatland County is unable to commit to the partnership or funding at this time due to the current economic uncertainty.

• Carried

RESOLUTION CM-2020-03-77

Moved by ARMSTRONG

APPROVAL that Wheatland County Administration send a letter to the Drumheller Area Health Foundation to inform that their March 12th written request for funding will be included for consideration during the County's budget review.

• Carried

RESOLUTION CM-2020-03-78

Moved by WILSON

TO ACCEPT the following items as information, as provided in the request for decision:

Alberta Environment & Parks (Office of the Minister) Correspondence, dated Mar. 2/20 - Re: Follow-up on White Paper submission.

Sturgeon County (Office of the Mayor) Correspondence, dated Mar. 2/20 - Re: Interest in Alberta-focused Reception at FCM.

Calgary Region Airshed Zone Correspondence, dated Mar. 10/20 - Re: Membership Request

Drumheller Area Health Foundation Correspondence, dated Mar. 12/20 - Re: Request for Funding

News Article - Re: Southern Alberta Energy from Waste Association - Site Selection.

• Carried

3.2 MNP Report to Council - Re: 2019 Audit Service Plan

Note: a copy of the MNP Report to Council was provided to Council prior to the Council meeting.

RESOLUTION CM-2020-03-79

Moved by ARMSTRONG

TO ACCEPT the following document as information: MNP Report to Council (dated December 31, 2019) - Re: Wheatland County 2019 Audit Service Plan.

• Carried

4. CLOSED SESSION (IN CAMERA)

Legal Matter (FOIP Act - Sec. 16) - Re: Lakes of Muirfield

During the Regular Council Meeting, a closed session was held

11:40 A.M. to 1:24 P.M. - Closed Session (in camera). The closed session included the following: Members of Council (except Councillor Biggar), Chief Administrative Officer, General Manager of Community & Development Services.

Note: prior to commencement of the closed session, Members of Council (except Councillor Biggar) declared that they are in a private (secure) location for the purpose of participating in the closed session. CAO Henderson informed that two members of County Administration would be participating in the closed session (Chief Administrative Officer & General Manager of Community & Development Services). CAO Henderson advised that the General Manager of Transportation & Agriculture was not available to

participate due to other commitments. For the purpose of conducting the closed session, CAO Henderson informed that a separate dial up number would be provided to the participants. Prior to the closed session, the meeting recessed for a short break (time 11:30 A.M to 11:40 A.M).

RESOLUTION CM-2020-03-80

Moved by LINK

THAT the meeting go into 'closed session' (in camera) - time 11:40 A.M.,
pertaining to the following:
Legal Matter (FOIP - Sec. 16) - Re: Lakes of Muirfield
Legal Matter (FOIP Act - Sec. 16) - Re: Green For Life
Labour Matter (FOIP Act - Sec. 16) - Capital Projects
Legal Matter (FOIP Act - Sec. 16) - Re: Penalties (Utilities/Taxes)

• Carried

RESOLUTION CM-2020-03-81

Moved by ARMSTRONG

THAT the meeting come out of 'closed session' - time 1:24 P.M.

• Carried

5. ADJOURNMENT

RESOLUTION CM-2020-03-82

Moved by IKERT

THAT the meeting adjourn - time 1:25 P.M.

• Carried

Reeve

Chief Administrative Officer

Recording Secretary

BYLAW 2019-12 – (LU2019-03)
PUBLIC HEARING MINUTES – MARCH 24, 2020

A Public Hearing for Bylaw 2019-12 was conducted via conference call in accordance with the Municipal Government Act, Section 199.

Participants:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Tom Ikert – Councillor, Division 4
Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division 6
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscariol – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Absent:

Donna Biggar – Councillor, Division 3

Public Participants	No members of the general public participated in the public hearing.
9:05 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 9:05 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate 67.09 acres within Plan 041 1592, Block 1, Lot 2, from Agricultural General District to Industrial General District as shown on the attached Schedule 'A'.
Presentation	On behalf of the Community & Development Services Department, General Manager M. Boscariol presented the requests for decisions for Bylaw 2019-12; a bylaw to redesignate +/- 67.09 acres from Agricultural General District to Industrial General District to prepare for future industrial development. This land is located within the West Highway 1 Area Structure Plan. No additional written submissions were received. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.
Comments	No other comments were forthcoming.
9:08 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 9:08 a.m. Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – M. Desaulniers

BYLAW 2020-01 – (LU2020-01)
PUBLIC HEARING MINUTES – MARCH 24, 2020

A Public Hearing for Bylaw 2020-01 was conducted via conference call in accordance with the Municipal Government Act, Section 199.

Participants:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Tom Ikert – Councillor, Division 4
Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division 6
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscarior – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Absent:

Donna Biggar – Councillor, Division 3

Public Participants	No members of the general public participated in the public hearing.
9:10 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 9:10 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of amending Land Use Bylaw No. 2016-01 to redesignate +/- 3.00 acres within SW-11-24-26-W4M, from Agricultural General District to Industrial General District as shown on the attached Schedule ‘A’.
Presentation	On behalf of the Community & Development Services Department, General Manager M. Boscarior presented the requests for decisions for Bylaw 2020-01; a bylaw to redesignate +/- 3.00 acres from Agricultural General District to Industrial General District to accommodate the future subdivision of an existing construction business. Note: adjacent landowners were circulated - no written submissions were received. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.
Comments	No other comments were forthcoming.
9:11 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 9:11 a.m. Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – M. Desaulniers

BYLAW 2020-04 – LAND USE BYLAW AMENDMENT
PUBLIC HEARING MINUTES – MARCH 24, 2020

A Public Hearing for Bylaw 2020-04 was conducted via conference call in accordance with the Municipal Government Act, Section 199.

Participants:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Tom Ikert – Councillor, Division 4
Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division 6
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscariol – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Absent:

Donna Biggar – Councillor, Division 3

Public Participants	No members of the general public participated in the public hearing.
9:12 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 9:12 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of amending Land Use Bylaw No. 2016-01 to update Highway Commercial, Hamlet Mixed Use, and Hamlet Commercial Land Use Districts, Specific Use Regulations, and Definitions regarding Cannabis Stores as a use.
Presentation	On behalf of the Community & Development Services Department, General Manager M. Boscariol presented the requests for decisions for Bylaw 2020-04; a bylaw to amend the County’s Land Use Bylaw to update Highway Commercial, Hamlet Mixed Use, and Hamlet Commercial Land Use Districts, Specific Use Regulations, and Definitions regarding Cannabis Stores as a use. As information, General Manager Boscariol informed that an on-line survey was performed, the results have been included with the information package. No additional written submissions were received. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.
Comments	No other comments were forthcoming.
9:15 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 9:15 a.m. Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – M. Desaulniers

BYLAW 2019-33 – (Wheatland County / Kneehill County IDP)
PUBLIC HEARING MINUTES – MARCH 24, 2020

A Public Hearing for Bylaw 2019-33 was conducted via conference call in accordance with the Municipal Government Act, Section 199.

Participants:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Tom Ikert – Councillor, Division 4
Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division 6
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscariol – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Absent:

Donna Biggar – Councillor, Division 3

Public Participants	One (1) member of the general public participated in the public hearing.
9:16 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 9:16 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of adopting the Wheatland County & Kneehill County Intermunicipal Development Plan (IDP) in accordance with Sections 230, 606, 631 and 692 of the Municipal Government Act, as amended.
Presentation	<p>On behalf of the Community & Development Services Department, General Manager M. Boscariol presented the requests for decisions for Bylaw 2019-33; a bylaw for the development of the Wheatland County / Kneehill County Intermunicipal Development Plan (IDP).</p> <p>The Public Hearing for Bylaw 2019-33 on December 17th was recessed to allow the IDP Committee to further review the document. The IDP Committee met on Feb. 10th; the changes proposed by the Committee have been included in the IDP. General Manager Boscariol informed that written submissions received were provided to Council prior to the public hearing.</p> <p>Note: requests for decisions and supporting documents pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.</p>
Comments	<p>Wendy Clark provided a presentation to Council (Note: a copy of the presentation was provided to Council prior to the meeting. A hard copy of the presentation will be included with the filing of the public hearing minutes). During the presentation, the following was highlighted: concern - IDP document limits collaboration; reviewed proposed amendments; Rosebud River defines the border between the two municipalities; importance of protecting Rosebud River Valley (natural landscape; conservation efforts; ecological sensitive land). The following proposed amendments were highlighted in the presentation:</p> <p><u>Section 4.2.12</u> (current wording) – All subdivision applications for lands within the Plan Area shall be referred to the other municipality for comment prior to a decision being rendered.</p> <p>➤ Section 4.2.12 (proposed wording) - <i>All subdivision applications for lands</i></p>

BYLAW 2019-33 – (Wheatland County / Kneehill County IDP)
PUBLIC HEARING MINUTES – MARCH 24, 2020

within the Plan Area including within an ASP or ACP shall be referred to the other municipality for comment prior to a decision being rendered.

Section 4.2.13 (current wording) – All discretionary use applications within the Plan Area where no ASP or ACP is in place shall be referred to the adjacent municipality for comment prior to a decision being issued.

- Section 4.2.13 (proposed wording) – *All discretionary use applications within the Plan Area shall be referred to the adjacent municipality for comment prior to a decision being issued.*

Proposed amendment for wording under ‘Natural Landscape’ pertaining to the Rosebud River/Valley:

- *The Rosebud River defines part of the border between the two Counties. The River Valley in both counties is environmentally significant. 4000 acres of the watershed are under Conservation Easement Agreements. Conservation efforts continue in the area.*

Discussion ensued regarding Ms. Clark’s proposed amendments to the Intermunicipal Development Plan (IDP) document. General Manager M. Boscariol noted the following: changes to an IDP document would need to be referred to the IDP Committee for review and approval; IDP is a statutory document mandated by the Municipal Government Act; deadline date to submit document is April 1st. As information, General Manager Boscariol reviewed background regarding an Area Structure Plan and proposed Badlands Motorsports Development in Kneehill County. Discussion continued.

9:57 am
Close

Call to Close by the Chair

The Chair, Reeve Link, closed the Public Hearing – time 9:57 a.m.

Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – M. Desaulniers

BYLAW 2020-14 – (Wheatland County / Special Areas IDP)
PUBLIC HEARING MINUTES – MARCH 24, 2020

A Public Hearing for Bylaw 2020-14 was conducted via conference call in accordance with the Municipal Government Act, Section 199.

Participants:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Tom Ikert – Councillor, Division 4
Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division 6
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscariol – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Absent:

Donna Biggar – Councillor, Division 3

Public Participants	No members of the general public participated in the public hearing.
10:16 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 10:16 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the purpose of adopting the Wheatland County & Special Areas Board Intermunicipal Development Plan (IDP).
Presentation	On behalf of the Community & Development Services Department, General Manager M. Boscariol presented the requests for decisions for Bylaw 2020-14; a bylaw for the development of the Wheatland County / Special Areas Board Intermunicipal Development Plan (IDP). In response to an inquiry, General Manager Boscariol informed that no written submissions were received. Note: requests for decisions pertaining to the public hearing and consideration for further readings of the bylaw were provided for Council review prior to the public hearing.
Comments	No other comments were forthcoming.
10:18 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 10:18 a.m. Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – M. Desaulniers

BYLAW 2019-40 – Road Closure Bylaw
PUBLIC HEARING MINUTES – MARCH 24, 2020

A Public Hearing for Bylaw 2019-40 was conducted via conference call in accordance with the Municipal Government Act, Section 199.

Participants:

Wheatland County Council:

Jason Wilson – Councillor, Division 1
Amber Link (Reeve) – Councillor, Division 2
Tom Ikert – Councillor, Division 4
Scott Klassen (Deputy Reeve) – Councillor, Division 5
Glenn Koester – Councillor, Division 6
Ben Armstrong – Councillor, Division 7

Wheatland County Staff:

Brian Henderson – Chief Administrative Officer
Matthew Boscarior – General Manager of Community & Development Services
Michael Ziehr – General Manager of Transportation & Agriculture
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Absent:

Donna Biggar – Councillor, Division 3

Public Participants	No members of the general public participated in the public hearing.
10:20 am Call to Order	<u>Call to Order by the Chair</u> The Chair, Reeve Link called the Public Hearing to order at 10:20 a.m.
Intro/Notifications	Note: all public notification requirements were met in accordance with the Municipal Government Act (MGA).
Application	A Bylaw of Wheatland County for the closure, and disposal to the applicant, the adjacent owner, of a portion of undeveloped Range Road 260 lying between NW 19-24-25-4/NE 24-24-26-4- described as: <u>PLAN # (to be filled in at time of Plan Registration)</u> BY ANDREW CAMMAERT, ALS (ALS FILE NO. 19144RC) AREA 'A' CONTAINING 0.169 Ha (0.42 ACRES) MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME
Presentation	On behalf of the Transportation & Agriculture Department, General Manager M. Ziehr presented the requests for decisions for Bylaw 2019-40; a bylaw to cancel and dispose of undeveloped portion of Range Road 260 lying between NW 19-24-25-4 and NE 24-24-26-4. No written submissions were received. Note: requests for decisions pertaining to the public hearing were provided for Council review prior to the public hearing. Note: Bylaw 2019-40 (Road Closure) requires the approval of the Minister of Transportation prior to further readings of the bylaw.
Comments	Discussion ensued regarding application cost and consolidation of land into title.
10:22 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 10:22 a.m. Note: these minutes are intended as a summary of the comments of the Public Hearing and not a verbatim recording of the discussion.

Chairperson – A. Link (Reeve)

Chief Administrative Officer – B. Henderson

Recording Secretary – M. Desaulniers

Wheatland County

Request for Decision

Regular Council Meeting

April 7, 2020

Report prepared by: Megan Williams



Speargrass Land Use Bylaw Amendment Bylaw 2019-36

File Number:	LU2019-01
Proposal:	To amend the Speargrass Land Use Designations to remove 'Secondary Suites' as a discretionary use; to require development permits for fences; and to restrict the length of time RVs are permitted to be stored on a property
Location:	Speargrass
Legal Description:	N/A
Title Area:	N/A
Existing Land Use:	Speargrass Low Density Residential District & Speargrass Medium Density Residential District
Proposed Parcels:	N/A

Report

A development permit application for a secondary suite in Speargrass was applied for in September 2019 and due to community feedback, MPC refused the application in October of 2019. In response, the Speargrass Community Association submitted a land use bylaw amendment application to remove Dwelling, Secondary Suites as a use within the Speargrass Low Density Residential District and Speargrass Medium Density Residential District. In addition to this, they are also proposing to limit the length of time RVs are permitted to be stored on personal property to five consecutive days and are requesting a development permit be required for all new fences.

As the amendment would directly impact the residents of Speargrass, staff held an open house on January 16, 2020 in Carseland. Approximately 40 people attended, a summary of the meeting is attached to this RFD. The amendment process was explained, as well as what the proposed amendments were. Staff was interested in learning if the community members were in favour of the proposed amendments, those in attendance were interested; however staff also received comments from those who were unable to attend or who did not feel comfortable speaking up during the meeting stating they did not agree with the proposed amendments. The comments staff received from ratepayers will be included in the Public Hearing package.

Recommendation from Administration

THAT Council grant First Reading to Bylaw 2019-36 this being the bylaw for the purpose of amending Land Use Bylaw 2016-01 to update Speargrass Low Density Residential District and Speargrass Medium Density Residential District regarding Dwelling, Secondary Suites, RV storage, and fences.

Policy Analysis

Preliminary analysis of the South Saskatchewan Regional Plan, Regional Growth Management Strategy, and Municipal Development Plan have not raised any concerns.

Technical Review

N/A

Circulation Comments

Please see attached.

Response Options

- Option 1: THAT Council accepts/approves the recommendation as proposed.
- Option 2: THAT Council does not accept/approve the recommendation as proposed.
- Option 3: THAT Council accepts/approves an alternate recommendation of Council's choosing.

Follow-up Action / Communications

Click or tap here to enter text.

Report Approval Details

Document Title:	Speargrass LUB Amendment.docx
Attachments:	- Bylaw 2019-36 LUB amendment - Speargrass.docx - Comments.docx - what we heard summary_Final.docx
Final Approval Date:	Mar 25, 2020

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Sherry Baers

No Signature found

Matthew Boscarol

A handwritten signature in black ink, appearing to read "Brian Henderson". The signature is fluid and cursive, with the first name "Brian" being more prominent than the last name "Henderson".

Brian Henderson

WHEATLAND COUNTY
PROVINCE OF ALBERTA
BYLAW 2019-36

Being a Bylaw of Wheatland County for the purpose of amending the Land Use Bylaw No. 2016-01, to update Speargrass Low Density Residential District and Speargrass Medium Density Residential District regarding Dwelling, Secondary Suites, RV storage, and Fences.

WHEREAS the Council of Wheatland County believes it expedient to amend the Land Use Bylaw 2016-01.

WHEREAS the requirements for advertising this Bylaw, as per Section 606 of the *Municipal Government Act*, have been met prior to the public hearing date.

WHEREAS a Public Hearing was held on _____ at the Wheatland County office.

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, as amended, the Council of Wheatland County enact as follows:

- 1. The document entitled “Schedule A” attached to this Bylaw is hereby adopted;
- 2. This Bylaw comes into force when it receives third reading and is signed by the Reeve/Deputy Reeve and CAO or Designate, as per the *Municipal Government Act*.

_____ **MOVED** First Reading of Bylaw 2019-36 on _____, this being a bylaw for the purpose of amending Land Use Bylaw No. 2016-01 with the changes as shown on the attached “Schedule A” forming part of this Bylaw.

Carried.

_____ **MOVED** Second Reading of Bylaw 2019-36 on _____, as presented and amended, and it was

Carried.

_____ **MOVED** Third and Final Reading of Bylaw 2019-36 on _____ and it was

Carried.

Reeve – Amber Link

Chief Administrative Officer – Brian Henderson

Schedule A

Attachment – Bylaw 2019-36 - Land Use Bylaw 2016-01 Amendments

Amendments to the Land Use Bylaw:

4.2.12 Fences/Gates:

- a) This section excludes the Speargrass Low Density Residential District and Speargrass Medium Density Residential District.
- b) The erection, construction or maintenance of gates, fences, or other means of enclosure, constructed in accordance with all provisions of the *Special Setback Requirements* section of this Bylaw and in alignment with the following fence height requirements:
 - i. In residential hamlet-zoned parcels, the maximum height of a fence or screening shall be 1.0 m (3.0 ft) in height between the front façade of the principal building and the front property line. The maximum height of a fence or screening shall be 1.8 m (6.0 ft) in the side and rear yard of parcels provided that the erection of the fence or screening does not contravene any other provision of this Bylaw.
 - ii. In non-residential hamlet-zoned parcels, the maximum height of a fence or screening shall be 1.8 m (6.0ft) provided that the erection of the fence or screening does not contravene any other provisions of this Bylaw.
 - iii. In non-hamlet zoned parcels, the erection, construction or maintenance of gates, fences or other means of enclosure shall be:
 - a. Less than 2.13 m (7 ft.) in height if located within property setbacks; or
 - b. Where chain link fence is erected on properties zoned commercial and industrial, the fence can be a maximum of 2.43 m (8 ft.) within setbacks; or
 - c. Any height if located outside of setbacks



9.19 Speargrass Low Density Residential District (S-LDR)

Purpose and Intent

The purpose and intent of this Land Use District is to provide for the development of Dwellings, Single Detached on a range of lot sizes.

Permitted and Discretionary Uses

- a) The following uses shall be permitted or discretionary with or without conditions provided that the application complies with the regulations of this district and this Bylaw:

Permitted	Discretionary
Dwelling, Single Detached	Accessory Buildings / Structures
Community Building and Facility	
Essential Public Services	Home-Based Business, Type 2
Fences/Gates	Signs requiring a Development Permit ^A
Signs not requiring a Development Permit ¹	
Utility Building	

Additional Requirements

- b) Each lot shall have a minimum of two onsite parking spaces;
- c) All lots are to be serviced with a piped communal water and sewer system installed to the County’s satisfaction;
- d) No livestock allowed within this Land Use District, except the provision of equine trails in designated areas;
- e) Accessory buildings are to be designed with same general characteristics as the principal dwelling; and
- f) No person shall be allowed to:
 - i. Keep or maintain any unlicensed, uninsured, dismantled or derelict vehicle(s) on a lot within this district; and
 - ii. Keep any object or chattel, which in the opinion of the Development Officer, is unsightly or tends to adversely affect the amenities of neighbouring properties.

- g) A lot owner may store one (1) Recreational Vehicle on the site for a period of no more than five (5) consecutive days.

Fencing

- h) No Fencing shall be installed between the front façade of the principal building and the front property line;
- i) The maximum height of a fence shall be 1.5 m (5.0 ft) in height on the side and rear yard of parcels.
- j) Fencing material shall be one or more of the following:
 - a. corral fencing,
 - b. black chain link fencing,
 - c. chicken wire (in combination with corral fencing), or
 - d. hog wire (in combination with corral fencing).



9.21 Speargrass Medium Density Residential District (S-MDR)

Purpose and Intent

The purpose and intent of this Land Use District is to provide for the development of medium density residential in the form of semi-detached dwellings.

Permitted and Discretionary Uses

- a) The following uses shall be permitted or discretionary with or without conditions provided that the application complies with the regulations of this district and this Bylaw:

Permitted	Discretionary
Dwelling, Semi-detached	Accessory Buildings / Structures
Dwelling, Duplex	Community Building and Facility
Signs not requiring a Development Permit ¹	Parks & Playgrounds
Fences/Gates	Campground, Minor
	Campground, Major
	Essential Public Service
	Home Based Business, Type 2
	Signs requiring a Development Permit [^]

Additional Requirements

- a) All lots are to be serviced with a piped communal water and sewer system installed to the County’s satisfaction;
- b) No livestock allowed within this Land Use District, except the provision of equine trails in designated areas;
- c) Accessory buildings are to be designed with the same general characteristics of the principal dwelling;
- d) No person shall be allowed to keep or maintain any unlicensed, uninsured, dismantled or derelict vehicle(s) on a lot within this district.; and
- e) No person shall be allowed to keep any object or chattel, which in the opinion of the Development Officer, is unsightly or tends to adversely affect the amenities of neighboring properties.
- f) A lot owner may store one (1) Recreational Vehicle on the site for a period of no more than five (5) consecutive days.

Fencing

- g) No Fencing shall be installed between the front façade of the principal building and the front property line;
- h) The maximum height of a fence shall be 1.5 m (5.0 ft) in height on the side and rear yard of parcels.
- i) Fencing material shall be one or more of the following:
 - a. corral fencing,
 - b. black chain link fencing,
 - c. chicken wire (in combination with corral fencing), or
 - d. hog wire (in combination with corral fencing).

EXTERNAL AGENCIES	COMMENTS
AB Health Services	No concerns
AB Environment and Parks	No concerns
AB Transportation	No concerns
Strathmore RCMP	No concerns
Vulcan County	No comments or concerns
INTERNAL DEPARTMENTS	
Agriculture and Environment	No concerns
Public Works	No concerns
Protective Services	<p>My only comments are dealing with the enforceability of the RV parking portion. Enforcement would require officer to provide a notice of entry to go on the property in order to chalk mark or otherwise mark an RV in order to start the time of offence.</p> <p>In order to enforce, the County would have to issue a stop order and I would suggest that because this would be dealing with personal property, injunctions would have to be applied for in Queen's Bench Court in order to allow removal from property.</p> <p>There can be fines levied every day until there is compliance and that may solve issues.</p> <p>I have no comments regarding the fencing or secondary suites.</p>
Planning & Development	No concerns



Speargrass Open House

January 16, 2020

What We Heard Summary

Background

The Speargrass Community Association submitted an application to the County to amend the Speargrass land use districts to:

- remove Dwelling, Secondary Suite as a discretionary use;
- address RV parking on site; and
- address the style of fencing that is permitted.

As the application affects the entire Speargrass Community, Administration is presenting the proposed amendments to the community to inform the residents of the proposed changes, answer any questions or concerns, and to receive comments. A community meeting was held on January 16, 2020 at the Carseland Community Hall.

Consultation Process

Purpose: To inform residents of the proposed land use bylaw amendments and to allow residents an opportunity to ask questions and provide comments about the proposed changes.

Process: The comments received will be reviewed and summarized. The summary will be provided to the community and to the Applicant and additional changes to the proposed amendments will be made if appropriate. Residents will have an opportunity to provide further comments on the proposed amendments as part of the public hearing process.

What We Asked

Residents were provided an opportunity to ask questions and provide comments on the following proposed amendments:

- 1) Dwelling, Secondary Suite: an amendment was proposed to remove “Dwelling, Secondary Suite” as a discretionary use from the Speargrass Low Density Residential and Speargrass Medium Residential Districts.
- 2) RV Storage: an amendment was proposed to restrict the storage (parking) of RVs on private property to five (5) days or less.
- 3) Fencing: an amendment was proposed to restrict the style of fencing to corral or black chain link fencing with a maximum height of five (5) feet.

What We Heard

Process - Proposed Amendments

- The three amendments, are they one package to Council?
 - They go together for Council's consideration, but it is up to Council as to whether they approve one, two, all, or possibly none. Council could also make changes to the amendments proposed in the application.
- When is the Public Hearing?
 - Megan explained the public hearing process;
 - i. After compiling the open house comments, a complete review and evaluation of the application will occur;
 - ii. A meeting with the Applicant will be scheduled to provide feedback, and see how the Applicant would like to proceed (any changes to the proposed amendments);
 - iii. Schedule a Public Hearing;
 - iv. Residents will have an opportunity to provide comments or speak at the public hearing.
- A concern was shared that some of the residents are away during this time and not able to attend the open house or won't have an opportunity to speak.
 - Megan advised that emails or letters could be submitted for the Public Hearing.

Dwelling, Secondary Suites

- A question was asked if they could vote on whether or not they supported the amendment to remove Secondary Suites as a use.
 - Response: Voting would not be necessary as the open house is intended to provide information and gather feedback. Once the proposed amendments are finalized, application evaluation completed, and Public Hearing report prepared, all letters or emails received regarding the amendments will be included in the Public Hearing package and a tally of all those in 'support' or in 'opposition' will be presented to Council.
- Are there any legal secondary suites in Speargrass?
 - Response: No
- Where are Secondary Suites currently permitted?
 - Secondary Suites are a discretionary use currently in medium and low, but not special med.
 - Megan pointed out the areas on a map (PowerPoint presentation).
- Request for clarification on removing secondary suites in the Speargrass Land Use Districts:
 - If it is prohibited in Land Use Bylaw (LUB), then they couldn't apply for a development permit (DP);
 - But if it remains in the LUB, they would have to submit a DP application, which would require approval by MPC.
- Does constructing a secondary suite require a Building Permit? Or just for constructing a house?
 - If the construction /building plans for a house show a secondary suite within the plans, it would raise questions as to whether or not a Development Permit had first been issued for a Secondary Suite.

- There was discussion as to what defines a secondary suite, which would include a space with cooking facilities.
 - A question was asked that if the cooking facilities were removed, couldn't the space still be rented out?
- Parking requirements for secondary suites – is it included?
 - Is not specified within the definition. But the Development Officer can require that parking on the property be provided as a condition of approval.
 - Concern that the cars would park on the road due to lack of space in the driveway or garage.
 - No space for the additional cars and blocking fire emergency access is a concern.
 - Blocking snow removal or plowing a concern if parking is on the street.
 - Request that the parking issue within the area be addressed.
- Some residents indicated that they bought into the area, as it was a golf course community, and are concerned that if secondary suites are allowed, then the density of the area increases along with an increase in cars and traffic.
- Comments and concerns were expressed in regard to property devaluation, however, some in the room disagree with this statement.
 - Comment that Speargrass is not growing at this time. It is a wonderful community but need to find a way to draw more residents into the community.
- Concern about the previous DP application for secondary suites that was refused by MPC.
 - The concerns with the initial application was the precedent would be set to allow them; some indicated that they would not have bought in the area if they had known secondary suites were permitted.
- Concern about absentee owners renting out their properties and that with secondary suites being permitted, they could possibly have two renters in one house.
 - Many agree with this concern.
- Objections to the secondary suites – not just about parking, garbage, renters. What are the specific concerns and objections?
 - Golf community and not what they bought into.
 - Concern with absentee landowners (renters on site) and could have two sets of renters;
 - Changes the fabric of the community;
 - Don't want a transient community;
 - Not looking for an increase in the density that comes with 2 dwellings within 1 building;
 - Concern about property value, increase in crime may occur.

RV Storage

- Many were concerned about RVs in the community.
- The proposed amendment would address this by having a five (5) day maximum for RVs to be parked on private property. Question on enforcing this:
 - What happens when someone removes it for a period, then brings it back, to avoid the bylaw?
 - What can the County do about this? Enforcing parked RVs on public roads can work but is more difficult on private property (used the example of chalking tires). Need to have realistic expectations of enforcing the RVs on private property – due to enforcing the removal of the vehicle.
 - Question about the max number of RVs allowed on the property;

- Residents stated that they realize that there will be people who will not follow the bylaw.
- RV parking/storage issue – the wording should be revisited so that the intent of the Bylaw can be followed.
 - Would like a bylaw that they can all agree upon, what works for most people.
- A comment was provided that parking on site should be increased to up to ten (10) days, not more.
 - Another indicated that at least a week or more due to work schedules, doing maintenance on the RVs, etc.
 - Three (3) days maximum was also suggested.

Fencing

- A question was raised about fencing already in place and whether the proposed amendment would affect them.
 - Response: No, existing fences would be considered legal non-conforming (grandfathered).
- A question was raised about the type of fencing and why the desire to regulate this.
 - It was indicated it was for safety and aesthetic reasons; wanted to see through fences for visibility; didn't want solid wooden fences;
 - Question about someone that had a fence made of chicken wire; it was indicated that this was because the black chain link fence wasn't permitted at the time the fences were constructed, so a few used chicken wire fencing to contain their dogs.
- If the amendment proposed is approved, would all fences require a DP?
 - Yes, in order to enforce the amendments, a development permit would be required for all new fences.
- Was the chain link to be at the rear of the property?
 - Administration indicated that comments and feedback would assist in determining what the residents would like to see.
 - Some indicated that chicken wire should be permitted at the rear of properties.
- Fencing type was defined in Phases I and II, which were different; agree that they should meet these guidelines and leave the rules the same.

Enforcement Concerns

- What types of concerns are being raised at the County, being enforced, and addressed?
- What are the Peace Officers doing to enforce the bylaws?
 - Megan addressed the RVs and garbage, and that we need written complaints so that Administration could follow up.
- Dean, Peace Officer, outlined how complaints are taken and addressed.
 - Require a statement from the resident with what has happened. Peace Officer will go out to investigate; however, if he doesn't see the offence or violation, he will then rely on a statement from the resident. This is needed in court for enforcing some of the charges.
 - Used a barking dog complaint as an example of when they will need assistance from the residents; may not hear a dog barking when they go out to investigate, so the resident may be asked to log the times that the dog is barking, etc.

Bylaw Violations:

- County looks for voluntary compliance first; how to resolve the issue without having to issue a fine.
- If voluntary compliance is not achieved, the Peace Officer may issue a violation ticket (fine). The fines increase if the violation is not addressed.
- If all actions taken have not been effective, the County may pursue legal action through the Courts.
- Compliance for a bylaw violation may take time to achieve.

Presence in the Community:

- Comment on Peace Officer presence in the community.
- Peace Officers are in the community; they schedule their time as to where they are spending their day for enforcement.
- Not empowered by the criminal code and are not armed, so they are limited to how they can respond to some calls; but do respond to bylaw complaints and are available until 8:30 pm and are now providing coverage on weekends.
- The Peace Officers will always take a call (does not need to be in writing) and will respond to the call but may follow up advising that a statement is required. Will never refuse taking a call and responding.
- Commented that in the last 5 to 6 years the Peace Officer only received 2 complaints from Speargrass that he has investigated; but has followed up on issues.
- Other County bylaws – apply to the Speargrass Community as well and are enforced; unsightly (garbage for example).

County Bylaw Enforcement:

- Is the County complaint based only?
 - i. Not necessarily, dependent on the situation they see when driving by and whether it is an issue.
- County bylaws to deal with broken down cars/vehicles in some communities, why aren't they being enforced?
 - i. Community standards and rights; Peace Officers cannot enter onto your property without permission
- Speeding issues – concern during the golfing season that the speed limit is not observed. Peace Officers do enforce speeding.
- Resident requesting more signage – would need to request that through Public Works, but the signage appears to be adequate; believe that enforcement is important to control speed limits.
- Comment is that the complaints could go to the Community Association – from the memberships.
 - i. Residents were told that they should call the County and they will follow up on the complaint.

What's next?

- County staff will converse with the applicant to confirm the proposed amendments.
- Staff will take the application to Council for First Reading and to schedule a public hearing. This summary will be included in the package.

- Letters **won't** be sent to Speargrass landowners detailing the First Reading date. The purpose of a bylaw's First Reading is to give Council some information on the proposed amendments. Attendees will not be given an opportunity to speak in favour or against the application at this point.
- If granted First Reading, staff will mail letters to the Speargrass landowners notifying them of the Public Hearing date.
 - The Public Hearing is the opportunity for residents to provide comment either by
 - i. email to megan.williams@wheatlandcounty.ca
 - ii. mailing a letter to the County offices
 - iii. attending the Public Hearing itself and speaking in favour or opposition to the amendment.
- Letters or emails received for the public hearing will be put into the public record and will be given to Council to review. They will be available for the public to view as well.
- If applicable, they will be categorized into whether they oppose or support the application.
- After the public hearing closes, Council will move to grant Second and possibly Third Reading. Once Third Reading has been granted the bylaw is passed and the amendments will be in force.

Notification

- Once Council has made their decision, staff will mail Speargrass residents to inform them of what the decision was.



WHEATLAND COUNTY

Reeve Monthly Report

Reeve: Amber Link

Division: 2

Reporting Period: March 2020

Report Date: March 31, 2020

Wheatland County Response to COVID-19

I am so incredibly thankful for our Wheatland County administration. Our Chief Administrative Officer, Brian Henderson, and his team have been proactively planning, analyzing, and implementing measured responses to protect our staff and residents, while also working to ensure essential services are maintained. They have been operationalizing provincial directives that require daily navigation.

Our top priority is, and always will be, Wheatland staff and residents' safety and wellbeing. Our Business Continuity Strategy has been activated to ensure County operations continue.

In parallel our administration has been focused on supporting our business community through this trying time. I am particularly proud of all our entrepreneurs and business owners who are working to find innovative ways to stay sustainable and planning for recovery after this crisis.

I have made it a priority to reach out to all our municipal neighbours, the Villages of Hussar, Rockyford, and Standard, Siksika Nation, the Towns of Strathmore and Drumheller, Rocky View County, Foothills County, Newell County, Vulcan County, and Kneehill County. I'm collaborating on a regional level to find ways we can work together to support each other and our businesses, and in the event we need to coordinate essential service delivery or activate mutual aid.

I have been keeping in regular contact with our MLAs and MP. I have been liaising with our multiple RCMP detachments that serve the County. I've been serving several Boards I sit on.

One of the most accurate things I have heard is:

If it appears we have overreacted looking back at this time it will mean the measures we implemented were effective.

As we deal with the intersection of the pandemic and the oil and gas crisis and the potentially devastating impacts to our budget our Council will have difficult decisions to make, but we will get through this together.

I'm overwhelmed by the ways our community and region are coming together to be there for each other and connect even while we socially distance as we all navigate a dynamic and uncertain situation.

The COVID-19 situation is unprecedented, complex, and rapidly evolving. We choose facts over fear. Preparation over panic. We are all in this together.

Please don't hesitate to reach out to our incredible County staff or myself if you have suggestions or if you have questions.

Wheatland County is providing our residents up to date information from a municipal perspective on our main website:

<http://wheatlandcounty.ca>

As well as on our economic development site:

<http://infinetwc.ca>

As this is a rapidly evolving situation please stay up to date with information from the Government of Alberta's COVID-19 website or social media channels:

<http://alberta.ca/COVID19>

Alberta Health Services also has extensive information on their website, including the online self assessment tool:

<https://www.albertahealthservices.ca/>

As well please stay up to date on federal information at Government of Canada's website or social media:

<http://canada.ca/coronavirus>

March Council Commitments

March 3 Council Meeting

We held four public hearings, 3 bylaws were approved including Intermunicipal Development Plans with the Village of Standard and Town of Drumheller, and one land redesignation, one land redesignation was refused. Council and staff reports. Intermunicipal Collaboration Frameworks with several Counties were approved, Vulcan, Kneehill, Rocky View, and Foothills. Transportation updated that road bans will start March 5. The new 2019 Environmental Update was shared, an exceptional document that outlines our key focus areas, erosion and sediment controls within our transportation programs, agri-environmental advancements, audit successes, our recycling initiatives, our attention to water, and our advocacy efforts. Cost sharing lighting at the intersection of Highway 901 and 817 will be taken forward to Alberta Transportation.

March 4 Canadian Badlands Tourism Development Conference Networking Reception

An excellent opportunity to network with business owners, other jurisdictions of government, the Canadian Badlands Board and fellow municipal members.

March 5 Canadian Badlands Tourism Development Conference

Partners gathered from across South-Eastern Alberta at the 2020 Canadian Badlands Tourism Development Conference in Strathmore.

It was my pleasure to bring greetings on behalf of Wheatland County.

Matthew Boscariol, Wheatland County General Manager of Community and Development, presented “It’s Time To Grow”.

[Travel Alberta](#)’s CEO Royce Chwin presented on the “Next 10-Alberta’s 10-year Tourism Strategy”. Alberta is developing a strategy with the goal of doubling tourism spending to \$20 billion by 2030.

Rheannon Green, with [Alberta on the Plate](#), shared “Generating Food Tourism Across Alberta One Plate at a Time”. Keys are focusing on fostering relationships, educating consumers, and increasing awareness.

Councillor Donna Biggar shared an inspiring message on behalf to the Canadian Badlands Tourism Board.

Nonfiction Studios presented the regional marketing campaign, including marketing objectives, strategy, and key performance indicators.

Wheatland County Economic Development Officer, Patrick Earl, had our Infinite WC display set up to share our story at the 2020 Canadian Badlands Tourism Development Conference.

March 5 Meeting with Siksika Nation Chief and Council

Wheatland County Council met with Siksika Nation Chief and Council. We discussed ways we can collaborate and be stronger together.

March 5 Community Futures Wild Rose Board Meeting

Approved financial variance reports, cyber insurance options, grant for Open Farm Days, contracts for Rural Opportunity Fund and Agri-tourism Innovations Challenge, youth loan for Junior Achievement of Southern Alberta Marketplace, application for Wheatland Mercantile Rural Opportunity Fund application, and monthly loan report with arrears. The Board accepted, with regret, but understanding, the resignation of our General Manager and discussed a hiring process.

March 6 Canadian Badlands Tourism Development Conference

Jon Schallert presented Isn't it Time to Reinvent Yourself into a Consumer Destination? at the 2020 Canadian Badlands Tourism Development Conference.

Ryan Schmidt with Strathmore Stampeded did a Five Minutes of Fame presentation.

The Annual General Meeting was conducted.

March 6 Rosebud Theatre Letter From Wingfield Farm

Rosebud is without a doubt one of my happy places and we were thrilled to take in Letter from Wingfield Farm at Rosebud Theatre.

The Wingfield Cycle is a Canadian series of seven one man plays - Letter from Wingfield Farm, Wingfield's Progress, Wingfield's Folly, Wingfield Unbound, Wingfield on Ice, Wingfield's Inferno and Wingfield Lost and Found - written by Dan Needles, directed by Douglas Beattie and performed by Rod Beattie. The plays have been performed for over 30 years with close to 5000 performances!

I've never been able to make it to any of the plays in the series so I was thrilled when I noticed the first in the series was being performed again. I wasn't sure what to expect with a one man play, but we were soon mesmerized by at least 9 characters, brilliantly portrayed, and knit together into a community that is there for each other when it really matters. The story filled my heart and I laughed until my ribs hurt.

From Rosebud Theatre's website:

When a city businessman trades his pinstripe suit for overalls and retreats to a hundred-acre farm, the residents of Persephone Township raise their eyebrows. Weekend farmers are a common enough sight, but this man seems to think he can make a living with a broken-down racehorse and a single furrow plough. Letter From Wingfield Farm is the story of one man's attempt to embrace a less complicated world. In a series of letters to the editor of the Larkspur weekly newspaper, Walt Wingfield tells of the people and events of his first year as a man of the soil.

Between dinner and the play we stopped for candy at the gift shop in the Mercantile and then we visited the Rosebud & District Centennial Museum, which highlights the pioneer and ranching history of the Rosebud, Redland and Beynon area. Blackfoot, Cree Metis, ranchers, cowboys, coal miners and settlers who were drawn to this beautiful valley.

http://www.rosebud.ca/museum_home.htm

What a gem Rosebud is and to have this calibre of theatre, museum, shopping, and experiences right here in Wheatland County is incredible.

March 9 Calgary Metropolitan Region Board Visioning Meeting with consultant

Discussion regarding the organizational mission for the CMRB, what we see 5 years from now, achievements, what we might be working on then, who the primary “customer” of CMRB is and what they say about they Board’s work, governing versus facilitative, importance of compromise, and the key knowledge, skills, and abilities of staff and Board.

March 10 Municipal Planning Commission

Four Development Permits were approved (sign, dwelling moved on, home based business, and industrial medium). Three subdivision applications were approved.

March 10 Teleconference Meeting with MLA Aheer

We’re having regular meetings to keep each other up to date, Minister Aheer shared from a provincial perspective and I updated from a municipal perspective, reiterating our hope for advocacy regarding our inclusion in the CMRB and follow up on the Bow River Plan.

March 12 Wheatland Housing Board Meeting

Audit report was presented by Gregory, Harriman and Associates, good clean audit, commend our staff for their excellent work.

Social Housing and Lodge Financial Reports, Maintenance Supervisor Report, Social Housing, Resident Manager, and CAO Report, unveiled new logo, which was approved. Set a Hospice requisition (amount equal to half of the requisition for the WHMB) after noting receiving ministerial approval of the Wheatland & Area Hospice Society (WAHS) to be added as a member of Wheatland Housing Management Body (WHMB) Board. Requisition money would be turned over to the WAHS for hospice operating costs. A requirement for monthly reporting must be brought to the table. Later the Wheatland and Area Hospice Board requested the requisition be postponed due to recent events impacting our communities, including the economic downturn and the COVID-19 pandemic. A resignation letter from long serving Strathmore Lions member was shared. Outbreak preparedness and planning, which led to administration implementing a preventative quarantine to protect our residents and staff.

March 13 Community of Practice on Municipal-Indigenous Relations videoconference

Facilitated by Darren Reedy, Manager of Welcoming and Inclusive Communities with AUMA. Discussed results of November 2019 survey on the community of practice, AUMA’s recommendations on the Truth and Reconciliation Commission’s (TRC) Calls to Action, and municipal resources. Discussed tradition of reciprocity protocol, where a gift of value is offered for knowledge. Municipal representatives shared experiences. City of Edmonton has an Indigenous Relations Office and trains all staff at Mayor and Council direction. Grande Prairie council and senior admin have participated in a medicine walk with an elder. I shared our Blanket Exercise experience and our recent meeting with Siksika Nation Chief and Council and our hope to coordinate further training for our Council. Both Federation of Canadian Municipalities (FCM) and Alberta Urban Municipalities Association (AUMA) have several resources and AUMA is bringing out a document outlining the TRC Calls To Action relevant to municipalities. We agreed to continue these conversations on a monthly basis.

March 13 Teleconference with interim GM for Community Futures Wild Rose

Discussed terms of interim position and board needs. First steps and priorities.

March 17 COVID-19 AHS Update for Municipalities RMA in conjunction with AUMA

AHS presented: Novel Coronavirus (COVID-19) – An Update For Our Partners, Dr. Brent Friesen, Zone Medical Officer of Health shared; what we know about COVID-19, incubation period, spread, symptoms, disease trajectory estimates (80% mild, 15% severe, 5% critical, 3-4% mortality), comparison to influenza, global cases, Canadian and Albertan context, AHS Response, public health measures, flatten the curve simulations, who is at risk, what public, businesses, and community partners can do to protect themselves

Questions regarding ECC, 811 overwhelm, workplace protocols for sickness, illness length, gathering size compared to other provinces, reinfection and immunity, asymptomatic transmission, timeline for rescheduling events, cash a transmission mechanism, and timeline for virus.

I won't share statistics as the situation changes day to day and they are no longer relevant. Main message was all municipalities are at risk and need to take precautionary measures as directed by Chief Medical Officers of Canada and Alberta.

March 18 COVID-19 Ready – Leading Your Organization Through a Pandemic Crisis

Alberta Counsel and Grapevine Communications teamed up to offer a free COVID-19 webinar to help protect staff, communicate with clients, and address social stigma. Strive to lead with compassion and confidence, make decisions and take action, normalize change. Leadership response is ideally real time, action oriented, considers culture, and proactive. Crisis response ecosystem is circular - foresight, prevention, preparation, activation, evaluation. Differentiating issue (known/planned, business continuity maintained, timeline can be influenced) versus crisis (unprecedented, business continuity interrupted, compressed timeline). Actions and communication need to be simultaneous. Accuracy of information + speed of release + empathy + openness -> credibility + trust = successful communication. Execute a solid communication plan, be a trusted source of information, express empathy early, show competence and expertise, remain honest and open. Focus on delivering what people want to know and what you want them to do.

March 18 Council Teleconference

Our Chief Administrative Officer, Brain Henderson, updated Council on how administration has been operationalizing provincial and federal directives, business continuity planning, critical service identification, intensified cleaning in County buildings, monitoring of situation on hourly basis, potential budget impact, and messaging. Opportunity to discuss any concerns or gaps Councillors had identified. Reviewed options for upcoming meeting and scheduled commitments.

March 18 Strathmore Seed Cleaning Plant Meeting

We held our first virtual meeting. Please check out the new website:

<https://strathmoreseed.ca/>

March 19 Teleconference with MLA Aheer

Updated each other on current challenges and issues.

March 20 Calgary Metropolitan Region Board Meeting

Videoconference meeting. Will review and approve release of Calthorpe workshop results via email and ratify at next meeting. Reviewed first draft of 2019 Annual Report, will circulate proposed amendments and review at next meeting. Approved the Public Engagement Policy, though timelines will change to reflect measures in place with COVID-19 pandemic. Approved consolidation of Land Use and Intermunicipal Servicing Committees.

March 20 Telephone Town Hall with Premier Kenney, Minister Madu, Municipal Affairs staff (Paul Wynnyk – Deputy Minister, Dale Beesly – Assistant Deputy Minister Technical and Corporate Services, Ethan Bayne – Assistant Deputy Minister Municipal Assessment and Grants, Gary Sandberg – Assistant Deputy Minister Municipal Services), Shane Schreiber – Managing Director Alberta Emergency Management Agency, Provincial Operation Centre, and Chief Medical Officer, Dr. Deena Hinshaw to Update Mayors and Reeves

Premier Kenney thanked us for our work, bluntly discussed the depth of the recession, the current modelling for the virus peak, incredible testing (third highest per capita in world), advisors indicate on track to have capacity in health system as long as public health measures in place are followed, balancing public health and economic/social implications in response.

Minister Madu reviewed provincial and federal supports in place. Thanked us as municipal leaders. Discussed Provincial Pandemic Plan. Provincial EOC increased to level 4. Bill 9.

Dr. Deena Hinshaw also thanked us, said we were rightfully concerned, though some responding in ways that actually challenge response, reviewed contact tracing, encouraged us to amplify provincial communications and take steps based on federal and provincial recommendations and evidence and review Business Continuity Plans.

Questions regarding electronic meetings – provisions coming, best ways to engage public while physically distancing, communication around positive tests – indicated every municipality will have positive tests, indicated number of cases isn't concern, community transmission is, property tax deferrals and measures to preserve liquidity and cash flow – encouraged to look carefully and quickly at deferring deadlines, municipal deadlines, how to prepare to deal with this and wildfire season, payment of education tax, declaring State of Local Emergency, utilities – Premier indicated expectation that municipalities will follow businesses in providing relief, rural crime anticipated to increase, and police funding.

March 20 Webinar with Brownlee LLP – COVID-19: Municipal Challenges and Solutions

Legal experts provided information and answers to questions pertaining to legal issues related to our shared COVID -19 issues. Brownlee had its leaders in the key areas that have arisen so far including human resources, privacy, liability, Council process and governance. Presentation with summaries of the key issues on which they have been advising municipalities for the last week.

Key areas discussed were:

- **Human Resources** (Self Isolation; absences; Family and Responsibility Leave; Layoffs and Termination)
- **Privacy** (Disclosure and Reporting)
- **Contracts** (Force Majeure; Frustration; Performance)
- **Governance** (Electronic Meetings; Excluding/Accommodating Public; Council Roles and Responsibilities, in Derek Brown's opinion there are benefits to declaring a SOLE, greater powers, proactive planning – I think we already have been, implement Business Continuity Plan – we already have, prioritize operations, redirect staff, decrease essential operations, conscript qualified people, for ex. local contractors in snow storm, supply procurement, liability protection under section 28, “good faith”, needs to be renewed every 7 days). Update Procedure Bylaw.
- **Emergency Management** (Federal Emergency Powers; Provincial Health Emergency; Local – is there a benefit to implementation?)

March 23 Council Meeting Teleconference Test Call

To test technology for first teleconference meeting.

March 24 Council Meeting

We conducted our first virtual Council meeting via teleconference. We chose to use a teleconference platform as some of our Councillor's internet connectivity may not support videoconferencing.

We held 6 public hearings, and approved bylaws for 2 land redesignations, 1 land use bylaw amending to update Highway Commercial, Hamlet Mixed Use, and Hamlet Commercial Land Use Districts, Specific Use Regulations and Definitions regarding Cannabis Stores, approved 2 readings of the Intermunicipal Development Plan with Kneehill County (with 2 amendments, based on feedback received in the Public Hearing) and will consider third reading after the Intermunicipal Committee has had a chance to discuss amendments made, approved Intermunicipal Development Plan with Special Areas Board.

First reading was moved, and Public Hearings scheduled for a road closure bylaw, and 4 land redesignations.

The Audit Service Plan was approved.

Intermunicipal Collaboration Frameworks with the Villages of Hussar, Rockyford, and Standard, as well as the Special Areas Board and the Town of Drumheller were approved.

Hamlet entrance sign policy was approved.

Update provided on rural address signs. In September 2019 Council was informed of the plan to replace approximately 1,800 rural address signs that had deteriorated and faded significantly. These signs are primarily south and west facing and are approximately 9 years old. The replacement signs have been ordered and delivered. To ensure consistency, we will be installing the replacement signs in-house, rather than distributing them to ratepayers individually. The installation method will consist of the county sign installation technician traveling a predetermined grid and installing approximately 25-30 signs per day. The sign installations are expected to be completed in 3-4 months beginning this spring. As these signs are located within the road right of way, access agreements will not be needed. The public notification process will include posting on our

website, social media and newspaper advertisements. As no action is required of the public, we do not anticipate receiving any negative responses on this project.

We approved dust control rates at \$1.50 per linear foot for calcium chloride, \$6.00 per linear foot for oiled dust abatement and \$3.00 per linear foot for reapplications of previously oiled dust abatements.

We approved a letter of support for Gleichen RCMP for a new position for a crime reduction specialist.

Council approved providing \$1500 to the Strathmore & District Chamber of Commerce to help fund expenses associated with changing the name to The Strathmore Wheatland Chamber of Commerce.

Correspondence was reviewed from Alberta Environment and Parks – follow up on White Paper submission, Sturgeon County – Interest in Alberta-focused reception at FCM, Calgary Region Airshed Zone Society (CRAZ) – membership request, Drumheller Area Health Foundation – request for funding, News Article – Southern Alberta Energy from Waste Association (SAEWA).

March 24 Wheatland Family and Community Support Services Finance Committee Meeting

Review draft budget options, previous indirect funding and current requests. Draft recommendations for the full Board.

March 25 Wheatland Family and Community Support Services Board Meeting

Approved Indirect Program Funding Requests as recommended by the Finance Committee, subject to each partner municipality approving the WFCSS requisitioning. Reviewed 2020 Budget. Discussed COVID-19 impacts to services and staffing. Financial and reconciliation statements approved. CAO report.

March 26 Teleconference with Member of Parliament, Honourable Martin Shields

Updated Mayors and Reeves in the Bow River Riding on the Federal response to COVID-19. Quarantine Act, discussion around temporary foreign workers, future events, business sustainability, health facilities, supply chain, medical first response and Personal Protective Equipment.

March 26 Town of Drumheller with Neighbouring Municipalities Conference Call - COVID-19

Representatives from multiple municipalities in the area round tabled on responses, concerns, solutions and how we can coordinate our efforts. MLA Nate Horner asked to have any gaps or deficiencies brought to his or our MLA's attention. Drumheller's motto is Careful, Compassionate, and Caring. Clean, clean, clean! Mental health impacts – idea to use Teams for virtual coffee breaks to socialize, also to highlight benefit coverage and Employee Assistance Program availability. Common concerns around playgrounds and possible transmission. Concern with recycling piling up – include with waste. Threshold to go to essential services only? Trigger? Process? Lay off impacts on pensions and benefits. Tax bylaw deadline considerations. Think about 10 day/30 day window? Need to coordinate regionally? Budget concerns. Contingency planning for emergency and protective services? Natural hazard season – flood and wildfire. Clergy from ministerial group end meetings, ideas like mindfulness, meditation, yoga.

March 26 Wheatland County and Infinite WC Economic Development Teleconference

Wheatland County Economic Development Officer, Patrick Earl, and General Manager of Community and Development Services, Matt Boscariol, facilitated a conversation with our region's businesses to see how it is currently going and share input on what can be done creatively to adapt, network and support business in the region during this challenging time. Discussed how businesses are adapting, how Wheatland can support and other levels of government initiatives.

March 27 CMRB COVID-19 Discussion Videoconference

In the wake of the healthy conversation regarding each community's response to the situation caused by the COVID-19 pandemic at our last Board meeting an ongoing call/ virtual meeting was organized.

The current Government of Alberta's priorities are as follows, based on comments and daily updates from the Premier and/or the Chief Medical Officer of Health (CMOH). These are subject to change on an almost daily basis, during yesterday's update topics discussed included:

1. Food Safety
2. Health Systems Capacity
3. Trucking continuity
4. Eviction protection measures
5. Supports for Vulnerable Albertans (eg Homeless)
6. Personal Protective Equipment to first responders
7. Enforcement of Public Health Orders

Common issues and actions shared included budget impacts, activation of business continuity plan and maintaining essential services, and focusing on business supports. Several municipalities are laying off staff, deferring hiring seasonal staff, decreasing budgets and decreasing or eliminating tax increases, waiving penalties, some are dealing with staff who are unwell, focus on recovery – tasked economic development advisory committee with planning, using video updates and community town halls via teleconferencing to combat rumours and attitudes with a strong campaign to take seriously, and some cancelling Council Meetings and public hearings.

March 27 RMA Member COVID-19 Outreach Call

Introduction of Situation and initial key milestones:

- RMA cancelling of Spring Convention morning March 12
- Medical Officer of Health declarations of no gatherings over 250 afternoon of March 12.
- March 16 discussion with the Premier and Minister of Health. RMA asked to be represented at AEMA Provincial Operations Centre for daily briefings
- Provincial State of Local Health Emergency March 17
- Emergency Management Amendment Act approved March 20 to prevent provincial state of emergency from superseding a local state of emergency
- Reduction just announced today to mass gatherings being limited to 15 people. This applies to in-

person gatherings in a single room or single space at the same time. At this time, it does not include normal operations of workplaces and businesses (i.e. offices, manufacturing, construction, industrial) not specifically defined by the chief medical officer of health.

Provincial Decisions Affecting Municipalities

- Natural Gas & Electricity 90-day Utility Payment Deferral. Request for municipalities to consider the same for Water & Sewer, etc.
- Deferral of Education Property tax on Non- Residential Properties. 50% deferred for 6 months, 50% deferred into 2021 and beyond.
- Use of CPO's to enforce measures to prevent the spread of COVID-19.
- Temporary Municipal Governance Changes re COVID-19
 - Meeting Procedures (COVID-19 Suppression) Regulation
 - MGA requirements time extensions
 - ICF & IDP time extensions

Yet to Come

- Determination of Essential Services
- Restrictions on Road Bans for flow of essential goods and movement of agricultural goods
- Stimulus funding discussions *send in shovel ready projects!

RMA Actions & Asks Not Yet Addressed

- Request sent to Minister Madu to defer assessment model review until 2021
- RMA and AUMA request to Minister Schweitzer to delay implementation of police costing model by one year

Overall

- Refer to GOA website for COVID-19 resources as well as RMA website
- Let us know your issues!

The logistics of implementing the deferral of education portion non-residential property tax has not yet been finalized. We anticipate more information to be shared early next week.

In the joint RMA/ARMAA submission, we asked for the PERC program to be expanded to all unpaid non-residential school taxes for the duration of the deferral.

Did any rural municipalities declare a local state of emergencies to date? There are currently a total of 57 States of Local Emergency declared across Alberta. This includes a combination of rural municipalities, urbans, First Nations and Metis Settlements.

Do we have to amend our W&S bylaw and Tax Penalty bylaws if we decide to defer penalties on utilities and property taxes? Yes, I would expect that bylaw amendments would need to be done for changes to your penalties

FYI, here is the Ontario list of essential workplaces regarding the COVID-19 pandemic:

<https://www.ontario.ca/page/list-essential-workplaces>

Food cultivation including farming, livestock, aquaculture and fishing and businesses that support food supply chain ARE included in the BC essential services.

Are there any talks about potential relief for people or companies not able to pay municipal taxes come fall and if there would be any support for municipalities that could have a possible problem collecting taxes? A little off topic but this could impact decisions that we will need to make soon when we are able to resume more operations and potential projects.

Are there any plans in place if looting starts to happen with many stores closed? I believe Vancouver is already seeing this.

Are other municipalities organizing volunteers in the community and if so, has AHS developed Volunteer protection protocols. Does a SOLE offer a muni more liability protection than without one?

There is liability protection in a SOLE.

We need to get Emergency Operation Centre staff considered essential to permit testing. Staff are currently self-isolating with symptoms that may or may not be COVID related. We asked Provincial Operations Centre today about this. If this escalates, we need to be able to clear staff to get back to work sooner.

Does a SOLE override a worker's right to refuse unsafe work? Where does the burden of proof lie regarding "unsafe work"?

SOLE? A con is if a sole stands up your EOC, then you have to have all of your essential emergency staff in the centre and its difficult to social distance

March 29 Telephone Town Hall with Premier Jason Kenney, Mayors and Reeves, AUMA, RMA

Premier Kenney provided an update and answered questions along with members of his Cabinet, the Minister of Municipal Affairs, Kaycee Madu, the Minister of Treasury Board and Finance, Travis Toews, the Minister of Health, Tyler Shandro and the Chief Medical Officer of Health, Dr. Deena Hinshaw, on what government is doing to alleviate the pressures we are facing during this pandemic.

Premier Kenney:

Multiple crisis - Public Health, leading the world in managing. Peak likely below health care system capacity.

Looking for feedback on expanding enforcement to bylaw officers?

Encouraged to align with Provincial policies and public health orders. Misalignment could confuse, reduce confidence, and contribute to panic.

Economic crisis, both from economic shutdown and catastrophic collapse of energy. Focused on long term recovery. This makes Alberta situation unique, expecting federal backstop.

Brace for largest quarterly contraction in history. Potential for unemployment to increase to 400,000. Provincial Deficit above \$15 or \$20B, therefore province fiscally constrained, but won't limit financial response to pandemic or economic recovery. Tough choices in future.

Commended deferral in fees and taxation.

Minister Madu:

Extended thanks. Our work as local leaders has never been more important. Friday - new regulation to help us lead effectively through pandemic, can now meet online or via teleconference. Extending timelines under MGA. Emergency contingency fund.

Dr. Deena Hinshaw

Q&A

Economic recovery. Infrastructure opportunities to capitalize on employment market. Ready for project rollout.

Not implausible that's WTI and WCS could be at negative, expect to see massive curtailment of production. Working with federal and key policy makers in US on prospective joint North American emergency action plan and policy, coordinate curtailment. Banks calling for this. Credit backstop from Government of Alberta.

Interprovincial self isolation? Focus on anyone with any symptoms, even mild, self isolate.

Financial support for cash flow issues from deferring property tax? Work together to each manage our own liquidity, option to seek line of credit through ATB

Plans to escalate to mandatory lockdown of non-essential services? Not advised by CMO.

Have defined non-essential first on Friday, with provision to move online.

Snowbirds out walking, provincial direction contradicts federal directive to stay home? Provincial CMOs and federal discussing today and clarifying, federal Quarantine Orders direct to stay in own property, discuss risk of feeling well and leaving on walk vs risk of isolation, Alberta will shift to consensus recommending those who are self isolating should stay in own property. Apologize for confusion.

Capital project continuation with distancing? Keep construction sites open as long as complying, construction currently in essential service list. Critical we get jobs moving, short season, bring forward shovel ready spiral and maintenance projects. Recovery package- delay until summer, with exception of construction. Safe operating practices!

Geospatial mapping? More detailed breakdown? Will see what surveillance team can do, while balancing privacy issues. How a business can determine if they're essential? List recently became more restrictive.

Encouraging wearing of masks? Following successful jurisdictions such as Singapore, where masks are utilized for sick, particularly when entering health care settings. Not as strong evidence for the well to wear masks. Surfaces, touching face, mask doesn't protect, can also infect putting in and taking off mask. Washing hands more important.

Lock down province? Hindsight. Chosen limits, measures based on analytics.

Municipal discretion on non-essential services? Use common sense

Stimulus projects under New West Trade to Procure locally? Simplify procurement procedures.

Agriculture deemed essential, what about suppliers? Reflected broadly in list, support services included. Virtually entire sector.

2 black swan events

Demand impaired across multiple sectors, particularly energy. Increased global energy supply. Unprecedented challenge energy, which impacts Alberta's budget.

Priorities now are health care resources, basics to Alberta, adequate fiscal stimulus response, however Alberta

has a limit. Will use fiscal capacity for priorities.

Peak? Challenge with modelling, depends on actions, difficult, probably more likely in May.

If we ease off on distancing measures virus will continue to spread.

Supports for most vulnerable?

Community spread by asymptomatic people? WHO China evidence concluded possible, but asymptomatic not major driver of transmission. Early symptoms can be quite mild.

Looking at testing strategy, considering constantly changing evidence, prioritization.

Policing costs? Scheduled to proceed, still 2021 billing.

Remind marathon, not a sprint. Pace yourselves.

Sense of renewed solidarity across our province.

Special sitting of legislature this week.

March 30 Telephone Town Hall with Premier Kenney and Alberta Agriculture Minister, Honourable Devin Dreeshen: COVID-19

An update on what Agriculture and Forestry is doing to alleviate pressures during the pandemic. I heard our own Patrick Earl, Economic Development Officer, ask about national food security and value adding for agriculture producers.

As well Ray Kettenbach, Board Chair and David McAllister, General Manager of the Western Irrigation District (WID) asked questions.



Wheatland Family & Community Support Services

242006 Range Road 243, RR 1 Hwy 1

Strathmore, Alberta T1P 1J6

Phone: 403-934-5335

www.wfcss.org

2020 March 26

Dear Council Members:

As we have all heard time and time again, let me reiterate that these are very uncertain and trying times. Wheatland FCSS is doing what we can to ensure our clients and staff are being looked after during this pandemic.

At our Board meeting last night there was a thorough review of our proposed 2020 WFCSS budget. We have developed a balanced budget based on things returning to normal in the near future, however this is contingent on help from our partner municipalities. We are once again asking our partners for the additional 15% funding over and above the required 20% that the government mandates. [see attached sheet]

You will note that our 15% additional ask is only one piece of the equation for our balanced 2020 budget. We have ensured that funds are available if need be from our reserves.

Wheatland FCSS is very judicious in how our funds are used. With your help we can continue to provide necessary services to our residents in a timely and effective manner as they are identified.

I encourage everyone to stay safe, stay calm, and stay healthy. If you would like to discuss anything further please do not hesitate to connect with me.

Sincerely,

Joe Pedersen
Board Chair

Attached:

1. New funding amount
2. 2020 Proposed WFCSS Budget

Signatures (Affix municipal corporate seal if applicable):

Yvette April on behalf of

Ken Dropko on behalf of the Minister

Municipality's duly authorized signing officer(s)
(Mayor, Reeve as the case may be)

Minister of Community and Social Services

Participating Municipalities

Title of Program: **VILLAGE OF STANDARD**

For the Period:
January 1, to December 31,

Scope of Program: Multiple Municipality

List all participating municipalities.

		REQUIRED CONTRIBUTION
STANDARD	\$31,824.00	2652 -
WHEATLAND COUNTY	\$666,474.00	55,539 50
HUSSAR	\$15,792.00	1,316 -
ROCKYFORD	\$32,571.00	2,714 50

<i>Additional 15% ask (over and above required contribution)</i>		
Standard		1591 20
Wheatland County		33,323 70
Hussar		789 60
Rockyford		1628 50

Funding Proportions:

\$248,887	\$62,222	\$1,026,418
Committed Provincial Contribution	Required Municipal Contribution	Total Sum

(\$0.25 per Committed Provincial \$1.00, which represents 20% of the Total Sum)

WHEATLAND Family Community Support Services

		2020 BUDGET for Approval	2019 Actuals	2019 BUDGET	2018 Actuals	2018 Budget	2017 Actuals	2017 Budget	2016 Actuals	2016 Budget	2015 Actuals	2015 Budget	Chart of Account Codes	2014 Actuals	2014 Budget
INCOME:	INCOME:														
4200	Donations	0	1,242.00	1,500	1,450	0	1,797	0	1,363	0	1,895	1,000	4200	3,693	1,500
4030	Provincial Grant (80%)	248,887	248,887.00	248,887	248,887	248,887	248,887	248,887	248,887	248,887	222,961	207,405	4030	207,405	207,405
4240	Municipal Grant (20%)	62,222	62,222.00	62,222	62,222	62,222	62,222	62,222	57,037	57,037	51,851	51,851	4240	51,851	51,851
	One Time Provincial Grant	0	0.00	0	0	0	0	0	20,741	20,741					
4420	Additional Municipal (15%)	37,333	37,333.00	37,333	24,889	24,889	0	24,998	0	24,998		51,851	4420	51,851	51,851
4020	Client Fees	21,000	19,085.00	21,000	21,490	19,000	19,335	16,000	19,878	14,000	15,312	13,250	4020	13,273	12,000
4440	Interest Earned (from GIC's)	1,170	1,166.92	1,174	1,190	1,160	37	75	49	65	714	63	4440	60	40
4460	Misc. Revenue	0	0.00	0	0	0	85	0	1,114	0	210			2,960	
	TOTAL INCOME:	370,612	369,935.92	372,116	360,128	356,158	332,363	352,182	349,069	365,728	292,943	325,420		331,093	324,647
EXPENSE:	EXPENSE:														
5610	Accounting/Professional Fees	4,500	3,000.00	3,000	2,200	2,500	2,000	2,500	2,225	3,000		4,000	5610	4,285	2,500
5615	Advertising & Promotion	1,000	529.00	3,000	1,461	4,000	2,296	4,500	3,280	3,500	3,558	3,000	5615	2,298	2,000
5660	Review Engagement & Legal Fees	4,500	4,330.00	3,750	3,650	3,600	3,400	4,000	3,250	3,500	5,905	4,000	5660	6,360	7,000
5690	Bank Service Charges	100	60.00	150	100	400	344	260	250	500	245	570	5690	570	500
	Building Rent	0	0.00	0	0	0	0	0	0	0	0	0		0	0
5765	IT Maintenance & Repair	4,200	10,770.48	8,600	5,312	7,000	6,748	6,500	1,038	2,000	0	1,000	5765	764	1,000
	Indirect Program Funding	68,400	100,654.00	115,000	100,999	106,999	114,785	110,000	125,813	125,813	86,414	84,000		85,000	90,000
5685	Insurance	795	599.45	550	534	535	653	660	655	655	749	800	5685	639	1,000
5625	Membership Fees	1,000	913.00	875	863	850	835	800	804	750	733	750	5625	698	750
5650	GST Expense	800	875.20	800	759	0									
5702	Office Equipment (Lease)	2,250	1,879.49	2,300	2,294	2,200	2,171	2,112	1,913	2,500		2,500	5702	2,360	3,500
	Payroll Expenses										174,867				
5410	Field	88,000	85,588.55	62,000	58,728	53,000	50,505	53,000	54,074	45,390		44,500	5410	43,095	40,500
5405	Admin	57,000	43,464.81	44,500	42,857	44,000	42,437	44,000	43,340	52,020		51,500	5405	49,112	51,500
5415	Co-Ord	68,000	67,194.41	70,000	68,726	69,000	67,908	69,000	64,923	61,149		59,950	5415	55,063	58,250
5417	Other	0	1,000.00	6,000	663	500	277	500	0	2,000		5,000	5417	2,648	5,000
	Payroll Benefits - Company								20,801	27,000		27,000		26,202	21,600
	EI	4,000	3,582.06	4,000	3,578	3,500	3,161	3,900							
	CPP	6,500	6,386.05	6,500	6,331	6,000	5,620	6,000							
	WCB	1,550	1,544.83	1,000	852	1,600	1,465	2,100							
	RSP	3,000	2,826.48	3,000	2,826	3,000	2,826	3,000							
	RBC/Cooperators	11,000	11,166.92	10,000	9,184	8,500	8,348	8,500							
5640	Postage	1,000	752.45	1,000	738	1,000	549	1,000	745	600		500	5640	305	800
5630	Photocopying / Printing	3,500	3,031.24	4,000	3,921	3,000	2,747	3,400	3,422	2,800		2,500	5630	2,334	1,497
5750	Special Projects / Workshops	0	0.00							0		5,000	5750	3,196	7,550
	Supplies										12,762				
5810	Cleaning	200	125.93	250	243	150	152	150	90	200		150	5810	158	300
5815	Coffee	200	226.93	150	66	200	202	200	164	150		150	5815	270	250
5701	Computer	100	0.00	150	139	1,000	2,951	300	110	1,000		1,000	5701	968	500
5700	Office	2,500	1,973.47	2,500	2,154	2,000	1,463	2,000	1,695	1,500		1,000	5700	1,897	1,000
5780	Telephone	1,900	1,895.47	1,800	1,749	1,800	1,773	1,800	1,743	2,000	1,699	2,000	5780	1,672	3,600
	Professional Development										3,812				
5466	Field	600	0.00	500	0	400	427	400	0	400		300	5466	380	300
5467	ADMIN	2,500	0.00	2,500	1,879	2,500	1,872	2,500	1,594	4,000		3,700	5467	3,638	3,000
5468	Board	2,500	2,486.24	2,500	2,681	2,000	2,070	1,500	1,691	1,000		1,000	5468	840	1,200
	Recognition										2,513				
5801	Staff	1,500	2,220.78	1,500	846	2,000	867	2,000	1,894	2,000		2,000	5801	1,172	2,000
5802	Board	500	927.00	1,500	1,509	1,000	899	1,000	736	500		250	5802	284	250
5800	Public Relations	1,000	2,430.51	3,000	3,667	1,500	915	1,500	720	800		800	5800	377	800
5803	Volunteers	1,500	1,273.72	1,500	923	1,500	1,137	1,500	646	500					
	Travel - kilometers										17,488				
5784	Field	19,000	17,712.39	17,000	14,691	17,000	16,144	17,000	16,493	14,000		12,000	5784	10,966	13,000
5785	ADMIN	3,000	2,470.70	3,200	3,007	3,000	1,906	3,500	2,720	4,000		4,000	5785	3,910	2,500
5786	Board	0	0.00	500	0	500	0	500	0	500		500	5786	0	1,000
	TOTAL EXPENSES:	368,095	383,891.56	388,575	350,130	357,734	351,856	361,582	356,829	365,727	310,745	325,420		311,461	324,647
	(Deficiency)/Excess of Revenue over Expenses	2,517	13,955.64	-16,459	9,998	-1,576	-19,493	-9,400	-7,760		-17,802			19,632	
	From 2018 surplus		9,998.00	9,998			[To be taken from Reserves]								
	TO reserves	2,517	3,957.64	6,461											
				from reserves											
			2,503.36												
			back to reserves												
BALANCED BUDGET:		0		0											

NB: Admin Payroll = Carolyn 44,500 and Kristi 12,500



WHEATLAND COUNTY

Councillor Monthly Report

Councillor: Scott Klassen

Division: 5

Reporting Period: March 2020

Report Date:

<u>Committees / Meetings / Events – Topics of Interest</u>
<p>March 2, 3 2020 – Compost matters workshop in Calgary, learned about the positive impact of the compost world, networked with Canadian compost council members.</p> <p>March 4-6 2020 – Canadian Badlands conference in Strathmore</p> <p>March 10 2020 – Mpc meeting (recorded on county website)</p> <p>March 17 2020 – Covid update from staff, evening conference call for WRC board meeting, reviewed year end.</p> <p>March 19 –Conference call with Mla Aheer and council covid updates</p> <p>March 20 2020 – Cmrb board conference call meeting, listened in</p> <p>March 23 2020 – test run for council meeting conference call</p> <p>March 24 2020 – Council meeting conference call (recorded)</p> <p>March 27 2020 – Conference call with staff, HOA residents of lakes of muirfield.</p>

Signature: _____



WHEATLAND COUNTY

Councillor Monthly Report

Councillor: Donna Biggar Division: 3

Reporting Period: March 2020 Report Date:

Committees / Meetings / Events – Topics of Interest

3rd - Council, Minutes and video on the Wheatland County website.

4th – Canadian Badlands Tourism Conference, a networking evening at Rocking R Ranch to start off the CBT conference.

5th – CBT conference, Trevor Moore was Master of Ceremonies, Welcome from Mayor Pat Fule and Reeve Amber Link, report from CBT President Brian Varga., excellent presentation from Wheatland County Matthew Boscariol, Royce Chwin from Travel Alberta presented their 10 year Tourism strategy plan. Through out the day we heard success stories from various Badlands Tourism operators. Followed by a Gala Evening.

5th – Siksika Band Council, met with the Band Council in their Chambers.

6th - Keynote speaker: Jon Schallert, presented his 14-step destination strategy. He had some very creative stories how businesses and communities attracted consumers. Jon is offering a FREE webinar, Tuesday April 7th at 1:00 pm. He will also answer questions and offer some encouragement. CBT AGM, 2 more directors at large were invited to sit on the Board, elections as follows:

Directors at Large:

Brian Varga
Heather Colberg
George Glazier
Lorraine Bauer
Jerry Gautreau

President: Donna Biggar

Vice: Sonia Ens

Secretary: Brad Slorstad

Treasurer: George Glazier

9th – Economic Development, Wheatland County Community Profile was presented. Carseland Business sign contract and pricing discussed and ready for council approval.

10th - Minutes and video on the Wheatland County website.

12th – Chamber of Commerce, Event planning 2020

19th – Conference call with MLA Aheer

23rd – Council Conference Test

25th – WFCSS, conference call meeting.

Relevance to/Impact on Municipality

Council Action Required

Signature: _____



WHEATLAND COUNTY

Councillor Monthly Report

Councillor: Tom Ikert

Division: 4

Reporting Period: March 2020

Reporting Date: March 31/20

Committees / Meetings / Events – Topics of Interest

March 3 Council Meeting (See County website for video)

March 5 Badlands Tourism Convention. Met with Siksika Council

March 6 Badlands Tourism Convention

March 12 Wheatland Housing Board

March 17 WRC. Teleconference

March 24 Council meeting via teleconference

.

“These are the times that try men's souls”..... Thomas Paine

Signature: _____



WHEATLAND COUNTY

Councillor Monthly Report

Councillor: _____ Glenn Koester _____

Division: _____ 6 _____

Reporting Period _____ March _____

Report _____ March 30, 2020 _____

Committees / Meetings / Events – Topics of Interest

19 teleconference MLA Aheer

23 teleconference council test

24 teleconference council meeting

27 Zoom conference call RMA

29 teleconference Premier Kenney

Numerous phone calls and emails through the month

Union

Lodge

Wheatland County

Department Report

Regular Council Meeting

April 7, 2020

Report prepared by: Brian Henderson



Chief Administrative Officer Report

Recommendation from Administration

That Council accept the Chief Administrative Officer report as information.

Report

ADMINISTRATION

A significant amount of the month was dedicated to planning and implementing strategies around the COVID-19 pandemic. Items included business continuity planning, emergency response, and communication with staff and multiple external stakeholders. The Administrative and Public Works buildings closed access to the public on March 18th, with playground equipment being closed to the public on March 27th. Other actionable items included:

- Hosting a virtual Council meeting in accordance with section 199 of the MGA.
- Assisting various organizations with conference calls.
- Participating in daily internal virtual meetings with Emergency Management Team.
- Participating in various adhoc conference calls.

Other Administrative duties during the month:

- Various calls and correspondence between Administration and Green For Life (GFL) regarding the removal of legacy materials stored at the compost site in Division 5. As per the Remedial and Stop Orders issued, GFL must remove the legacy materials from the site before June 30th, 2020.
- Council meetings were held on March 3rd and March 24th.
- Met with CRAZ representatives to discuss potential membership on March 4th.
- Wrote letter of support for the Wheatland Housing Management Body for the United Way Strathmore and Area Partnership Grant.
- Conference calls with MLA Aheer on March 10th and March 19th.
- Review of the Interim Operating and Capital Budgets to determine priority projects at the County.
- Participated in Microsoft Teams training in early March to better collaborate with all staff and track project completion.
- Call with Lakes of Muirfield Homeowner Association on March 27th to discuss water and wastewater solutions.

FIRE SERVICES

- Various updates to the Fire Chiefs regarding COVID-19.
- The posting for the Manager of Fire and Emergency Services closed on March 23rd with interviews anticipated to occur during the week of April 6th, 2020.
- Delegated and worked with Vern Elliott (Interim contracted Fire Chief) on various Fire and Emergency Management items during the month.

Report Approval Details

Document Title:	Chief Administrative Officer Report.docx
Attachments:	
Final Approval Date:	Mar 31, 2020

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Vinod Jasra was completed by workflow administrator Mackenzie Soltys

Vinod Jasra

A handwritten signature in black ink, appearing to read "Brian Henderson". The signature is fluid and cursive, with a large initial "B" and "H".

Brian Henderson

Wheatland County

Department Report

Regular Council Meeting

April 7, 2020

Report prepared by: Vinod Jasra



Corporate and Financial Services Monthly Report

Recommendation from Administration

That Council accepts Corporate and Financial Services Report as information.

Report

Assessment

- The 2019 Assessment was completed on February 28, 2020 and will be presented at the Assessment 101 presentation.
- 2020 Tax and Property Assessment Notice will be mailed on April 23, 2020, with a final date for assessment complaints of June 30, 2020, to align with the 2020 property tax due date. Working with Finance department to update the tax insert document.

Financial Services

- Accounting: The audited 2019 year-end financial statements will be presented to Council at the April 21, 2020 Council Meeting and is due to the Province by May 1, 2020.
- Accounting: After the audit is complete, we will close our year-end records in our financial software. This process is required on an annual basis.
- Budget: Administration is preparing the 2020 – 2022 Operating budget for Council approval.
- Utilities: Staff processed March utility consumption and utility bills. Utility bills for March consumption were mailed in the first week of April.
- Taxes: Staff processed March TIPPS payments. Regular general ledger to sub-ledger balancing occurred, as well as answering various inquiries from the general public.

People Services

- Ensuring the health and safety of all staff due to the COVID-19 pandemic: sanitary procedures, social distancing, working remotely, meeting cancellations, etc.
- Internal and external communications to staff regarding COVID-19 are occurring daily.
- Most staff have now been trained in eScribe for RFD and report preparations, with the goal to be using eScribe exclusively starting on April 7, 2020.
- Recruitment and selection for various positions, including GM of Corporate and Financial Services and Manager of Fire and Emergency Services, are still in progress, but postponed due to COVID-19.
- Payroll processing will continue, bi-weekly and monthly, as per normal.
- Responding to Financial auditor requests and questions.
- Administrative Directives for Safety (second half) are still in progress.
- Preparation for mock transportation audit is in progress.

Information Technology Services

- Meeting room upgrades for the Large and Small Committee rooms are underway and will be completed March 18th.
- Konica Minolta printers have been installed and the PaperCut program has been a success in reducing the need for replacing costly personal printers and paper user and increase in print security.
- Public Works will be receiving the previous Ricoh Printer and the new PaperCut program to help reduce print costs there where possible.
- Continued remediation of Information Security items:
 - Mobile Device Management and broad IT Directives using industry standards are still undergoing internal revisions.
 - Mandatory information security training sessions have been completed and will continue for remaining staff to ensure everyone has been trained.
 - Continued remediation of other security items is still under way as we continue to harden our network to attack vectors.
- Laserfiche Business Process Automation projects:
 - Our online Fire Permits have been a success and new enhancements have been released to assist users enter the correct address.
 - HSE Incident forms have been developed at a high level and are ready for review and the next phase of development.
 - Building inspection forms are now under project discovery for workflow automation.
 - The Vehicle & Equipment Inspection forms (DVIR) have been approved to be built by MRF instead of Laserfiche as we will be moving our ASB asset and systems tracking to MRF. This will allow us to utilize their system to automate entries such as odometer readings, which would otherwise be manual in any other system.
 - Accounts Payable process continues in project discovery phase.
- Records Management projects:
 - The records organization and cleanup project roadmap has begun, and we now have a contractor to assist in reviewing and cleaning up records in the secure storage area.
 - HR file scanning is under RFQ.
 - Phase 2 of the scanning project covering June 2015 – 2019 Council Minutes, Municipal Planning, Fire Services Minutes will begin shortly.
- Business continuity review is underway to ensure critical services and supporting infrastructure of Wheatland County will continue in situations of constrained access or personal.

Report Approval Details

Document Title:	20200407 Corporate and Financial Services Monthly Report.docx
Attachments:	
Final Approval Date:	Mar 25, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Brian Henderson", written in a cursive style.

Brian Henderson

Wheatland County

Department Report

Regular Council Meeting

April 7, 2020

Report prepared by: Diane Bodie



Community and Development Services – February and March 2020

Recommendation from Administration

ACCEPTANCE of the Community and Development Services Report, as presented based on the information provided.

Report

Community Services:

- Kick off held March 10 for the community engagement process for the Open Space, Recreation and Culture master plan with the following events scheduled:
 - Online survey (link on the County website)
 - All scheduled open houses have been postponed. Updates on the rescheduling of postponed events will be on County webpage or Facebook.
 - Online engagement closes April 5, 2020.
 - Work will be completed on a plan to reschedule community engagement open house and stakeholder session with Council once it is clear that these gathering are safe to do so.
- Request for Proposal was released in March to select a consultant to assist in the opportunities for Eagle Lake water quality improvement technical review and recommendation.
- Speargrass Community Association has been successful in grant applications of approximately \$123,000 to date for the park project in that community. Work will begin on planning the project with the community in the next few months.
- The team was successful in securing a grant from the Alberta Beverage Container Recycle Corporation Community Champions Grant Program in the amount equaling \$19,719 for seven recycle/trash combo receptacles to be placed in community gathering areas.



Economic Development:

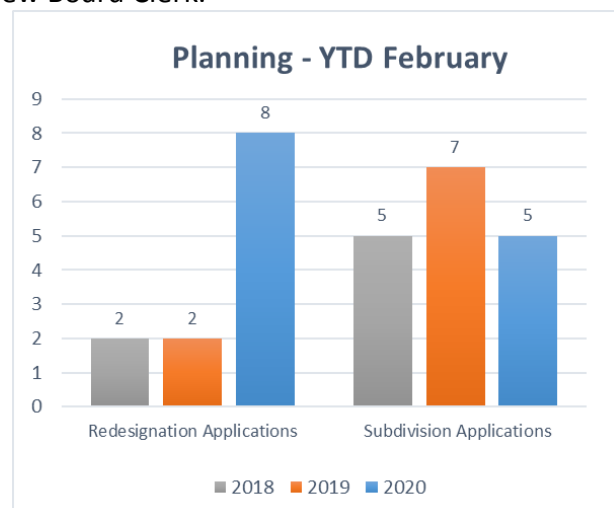
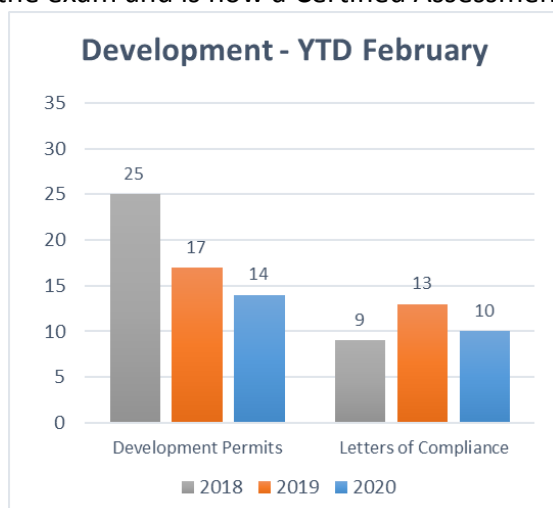
- The Economic Development Board, with its recent expansion, is now a full board of nine in attempts to further diversify expertise for support of growth in the County. We have farm operators, tourism operators, realtors and a developer on the Board.
- The Community Profile continues to be created, and the division has worked with Community Services to host content on the InfiniteWC website for the Open Space, Recreation and Culture Master Plan.
- The division also hosted its first Grow with Google Live Stream event and added a full day workshop around the idea of Spring Cleaning for Business. The division has also started collaboration meetings around the Team Wheatland investment and development inquiry process with multiple divisions and departments.
- Economic Development also attended the Canadian Badlands Tourism Conference in Strathmore and unveiled the new WC display materials at the conference.

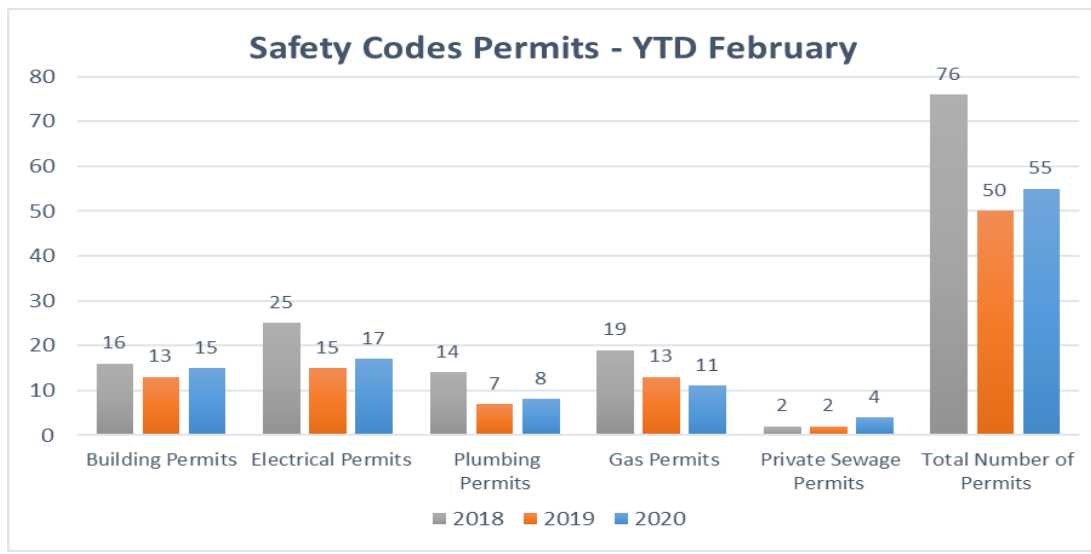
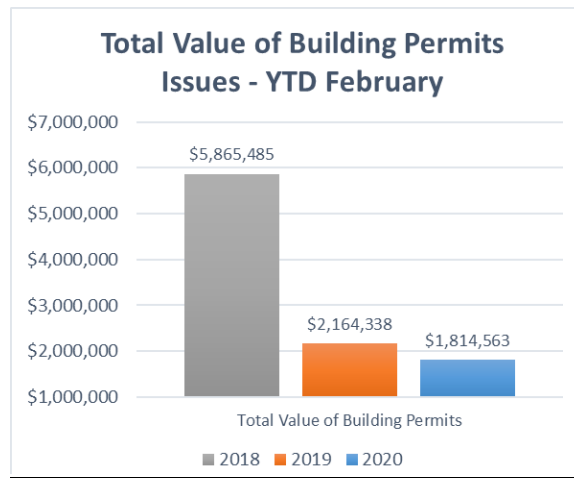
GIS:

- Working on creating/editing 2020 grader map.
- Working on modernizing our road project maps by creating a database and digitizing the historical and proposed road projects. Creation & edit of the road project maps will be easier and will also become accessible through an online map.
- Continuing to coordinate with Canada Post personnel to ensure the rural/civic addresses of residents are correct.

Planning, Development and Safety Codes:

- All but one of the Intermunicipal Development Plans (IDP) should be finished by the end of March. The Municipal Development Plan (MDP) review is underway and staff will be engaging Council for direction.
- The amendments to introduce Cannabis retail stores as a use within the Land Use Bylaw (LUB) will be coming forward for public hearing, second, and third reading on March 24th.
- A draft environmental reserve easement and environmental reserve policy will be presented to Council during the March 23 Planning and Priorities meeting. This policy will guide subdivision conditions to ensure environmental reserve and environmental reserve easements are applied consistently to future applications.
- Internal Audit for Safety Code Council was completed and submitted. This is an internal audit of our permits and processes and is conducted every year.
- Safety Code Technician attended the Assessment Review Board Clerk training, and successfully passed the exam and is now a Certified Assessment Review Board Clerk.



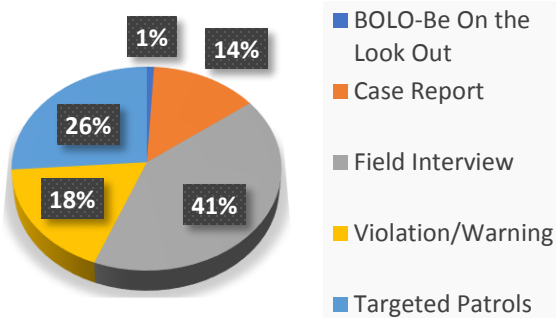


Protective Services:

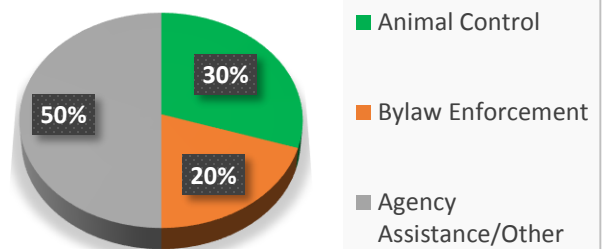
- In 2020, the Protective Services department adjusted the way that the officers are tracking events to accurately reflect the duties that they are performing around the County.
 - For the month of February, the department dealt with 30 Case files. These are files that involve some sort of investigative action on the part of the officer.
 - There were 90 Field Interview reports. These reports are filled out when an officer has a non-investigative file to deal with, such as a ratepayer enquiry, enforcement matter or recording the purchase of a dog licence.
 - There were 57 targeted patrols. These targeted patrols are made to specific locations due to multiple concerns or complaints coming from the area.
 - Officers conducted 51 community patrols throughout the month. These are times spent patrolling a specific area looking for violations or other infractions. Some community patrols may result in a case report, or field interview report.
 - Officers also recorded 90 general patrols. These are non-urban patrols where officers patrol the various divisions.
 - February saw 20 violation tickets issued, mostly for Speeding. There were also 19 recorded stops where the violator was released with a verbal educational warning.

- Noteworthy files include:
 - The department facilitated a Community meeting in Carseland dealing with Rural Crime and how to prevent it.
 - Officer conducted one CPTED audit on a local business.
 - Two of our officers attended the Annual AACPO Conference learning about threat recognition and officer safety issues.

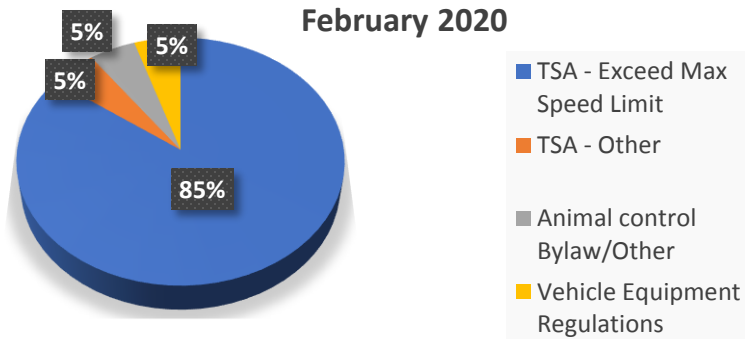
Reports Completed - February 2020



Case Report Incident Type February 2020



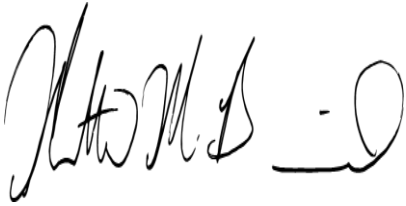
Violation Incident Type February 2020



Report Approval Details

Document Title:	Community and Development Services - February and March 2020.docx
Attachments:	- DP Maps.pdf
Final Approval Date:	Mar 30, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read 'Matthew Boscarol'.

Matthew Boscarol

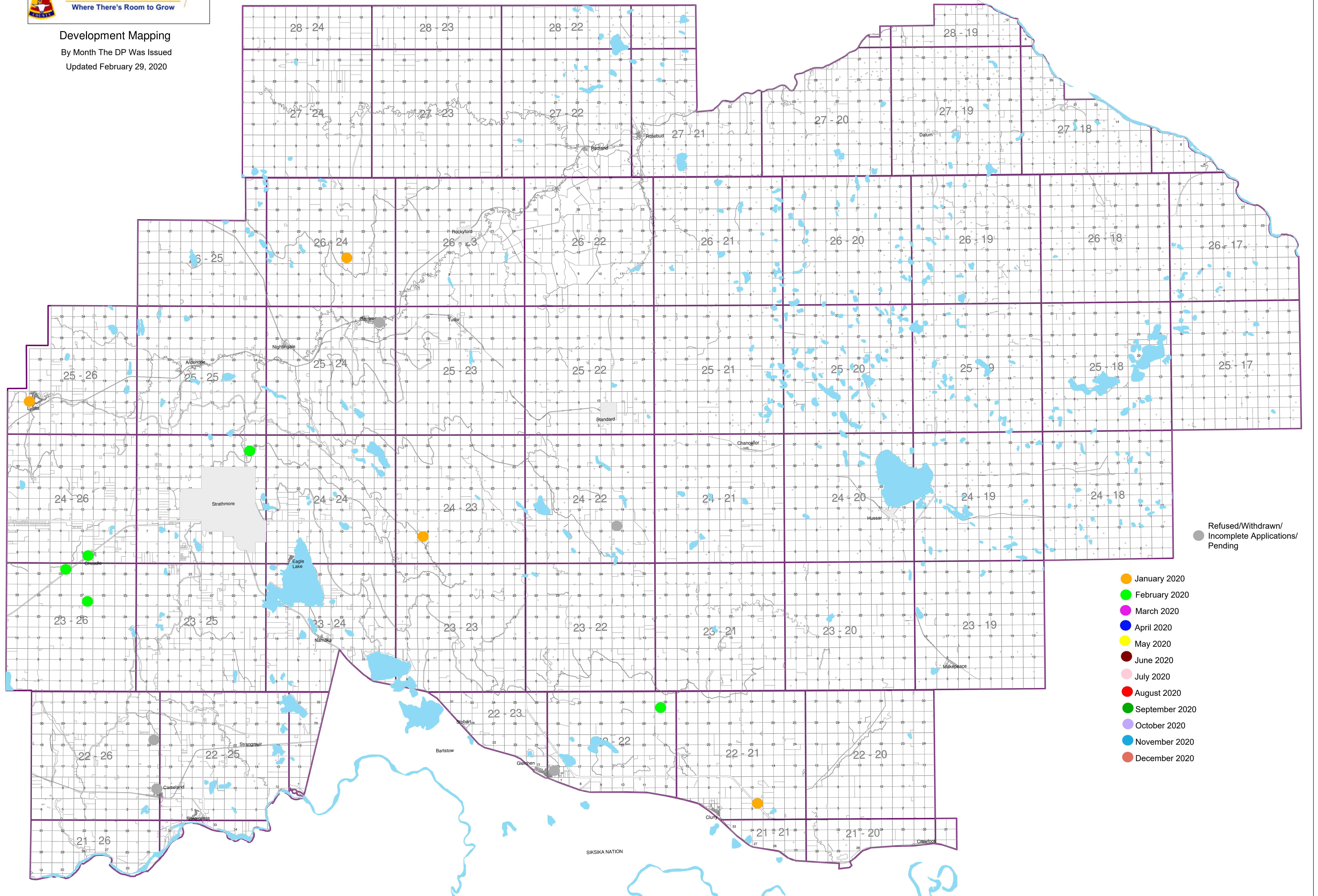
A handwritten signature in black ink, appearing to read 'Brian Henderson'.

Brian Henderson

Development Mapping

By Month The DP Was Issued

Updated February 29, 2020



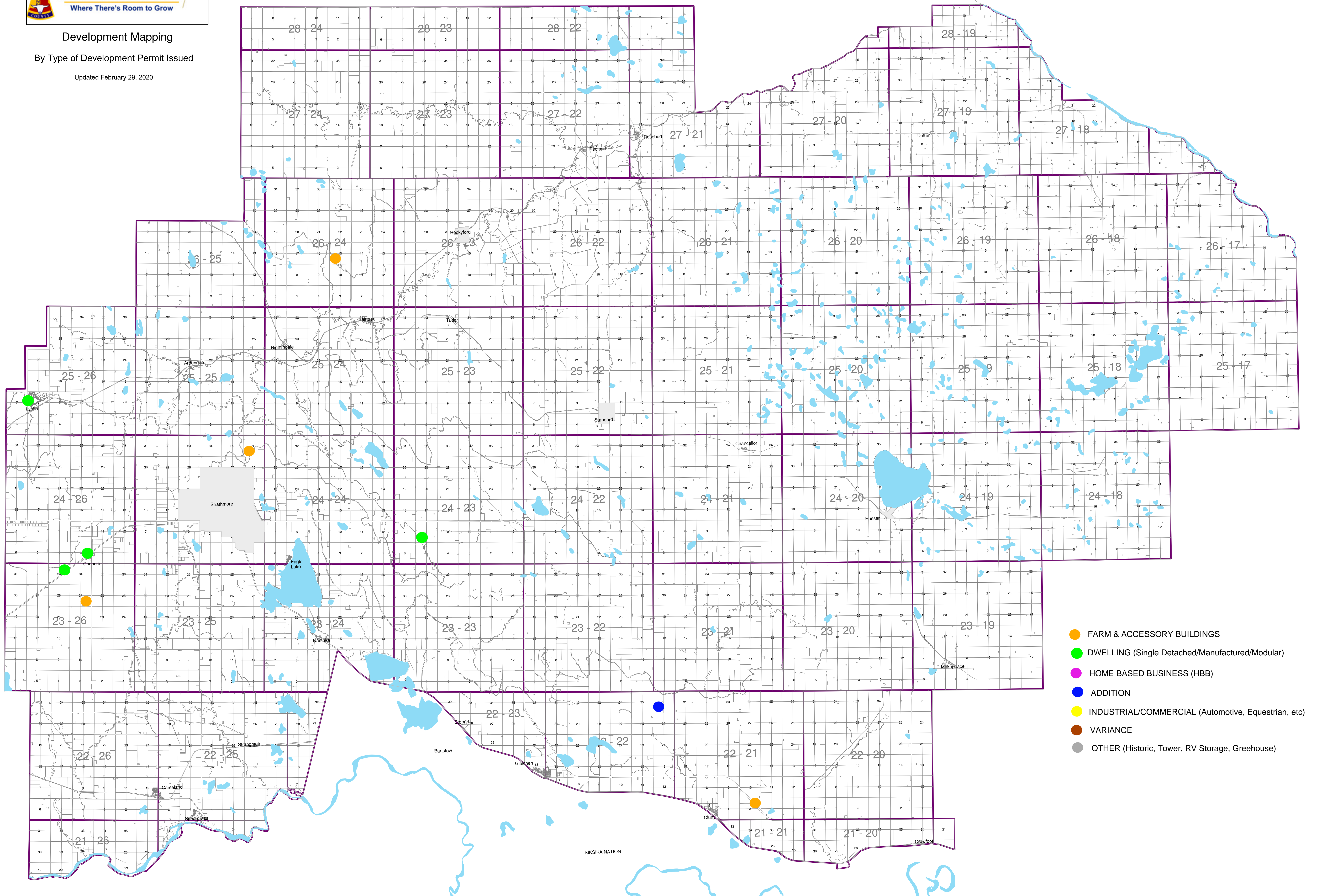
Refused/Withdrawn/
Incomplete Applications/
Pending

- January 2020
- February 2020
- March 2020
- April 2020
- May 2020
- June 2020
- July 2020
- August 2020
- September 2020
- October 2020
- November 2020
- December 2020

Development Mapping

By Type of Development Permit Issued

Updated February 29, 2020



- FARM & ACCESSORY BUILDINGS
- DWELLING (Single Detached/Manufactured/Modular)
- HOME BASED BUSINESS (HBB)
- ADDITION
- INDUSTRIAL/COMMERCIAL (Automotive, Equestrian, etc)
- VARIANCE
- OTHER (Historic, Tower, RV Storage, Greenhouse)

Wheatland County

Request for Decision

Regular Council Meeting

April 7, 2020

Report prepared by: Cindy Ramsay



Appointment of Assessment Review Board Clerk

Recommendation from Administration

THAT Council appoints Cindy Ramsay as Assessment Review Board Clerk effective April 7th, 2020.

Chief Administrative Officer's Comments

Click or tap here to enter text.

Report

Wheatland County's Assessment Review Board clerk has recently been appointed CAO, therefore we need to appoint a certified Assessment Review Board Clerk to submit filings regarding annual assessment complaints. Cindy Ramsay has recently completed the training and exam and has received her Certificate of Qualification from the Municipal Government Board (MGB).

Relevant Policies, Practices, and Legislation

The MGA States that:

"455 (1) The council must appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality and prescribe the remuneration and duties of that person.
(2) The clerk must not be an assessor."

Alignment with the Strategic Plan

Click or tap here to enter text.

Response Options

Option 1: THAT Council accepts/approves the recommendation as proposed.

Option 2: THAT Council does not accept/approve the recommendation as proposed.

Option 3: THAT Council accepts/approves an alternate recommendation of Council's choosing.

Implications of Recommendation

Wheatland County is required to have a certified Assessment Review Board Clerk for assessment complaints.

General

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Organizational

Click or tap here to enter text.

Financial

Click or tap here to enter text.

Environmental, Staff, and Public Safety

Click or tap here to enter text.

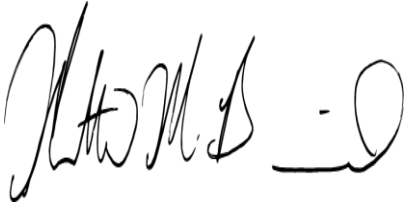
Follow-up Action / Communications

Communicate the appointment of Wheatland County's ARB Clerk to the other municipalities who are included in the Assessment Review Board Joint Regional Agreement.

Report Approval Details

Document Title:	Appointment of Assessment Review Board Clerk.docx
Attachments:	
Final Approval Date:	Mar 30, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Matthew Boscarol", with a stylized flourish at the end.

Matthew Boscarol

A handwritten signature in black ink, appearing to read "Brian Henderson", with a stylized flourish at the end.

Brian Henderson

Wheatland County

Department Report

Regular Council Meeting

April 7, 2020

Report prepared by: Matthew Boscarior, General Manager of Community and Development



Carseland Fire Hall - Update

Recommendation from Administration

THAT Council receive the Carseland Fire Hall update report for information.

Report

The Carseland Fire Hall is a County-owned asset that provides emergency service(s) and response for the community of Carseland, and the surrounding area. The fire hall is in a poor state-of-good-repair, and the use of the hall has outgrown the overall footprint and accompanying infrastructure.

Council directed administration to begin reforming the Fire Services Department; one of the first steps was to address the fire hall, coupled with a needs-assessment. Administration and a third-party consultant solicited several municipalities that closely reflect the Carseland areas geography, social fabric economy, as well as municipal operations. The La Glace fire hall fit the requirements of the Carseland area and will be used as a model for our team moving forward.

Administration formed a preliminary steering committee, which will now act as the committee overseeing the planning, project manager, tendering, construction, and commissioning of the hall. The Fire Hall Committee consists of:

- The Chief Administrative Officer;
- The General Manager of Community and Development;
- The Fire Services Consultant;
- The Carseland station Chief; and
- The (future) Manager of Fire Services.

The Fire Hall Committee is currently focused on several major pre-construction components of the project as a result of procuring a Project Manager (PM) and Construction Plans:

1. Establish the communication methods for the project (internal systems, bi-weekly reporting from the PM, etc);
2. Ensuring the internal capacity is ready to prepare the land for construction (stripping, grading – as per the site grading plan -, and graveling the site);
3. Ensure that the Development Permit process starts in a timely manner (the plan is for the full plan to be submitted in April – May, 2020;
4. Oversee the tendering process, in conjunction with the PM; and
5. Select a successful construction company.

To ensure that the overall plan is simplified and clear, the Fire Services Consultant crafted a project management plan (GANTT Chart), which consists of the major project milestones for Council's information.

These milestones consist of the following:

- Forming the Fire Hall Committee;

- Project Management and Design
 - o Project Management Services procurement
 - o Preconstruction services procurement (as-built plans, topographic plans, landscape plans, subterranean servicing, site plan, AutoCAD plans, geotechnical, etc);
 - o Finalizing the design;
- RFP / Tender for Construction Services;
- Development Permit process and Building Permit;
- Site Preparation;
- Construction

Current State

The Fire Hall Committee understands that the current state of global affairs may impact any stage outlined, at an underdetermined time. In conjunction with the PM, the Committee is working diligently to ensure that our plan moving forward is nimble and we are able to react to any provincial or national announcement that may prohibit construction timelines.

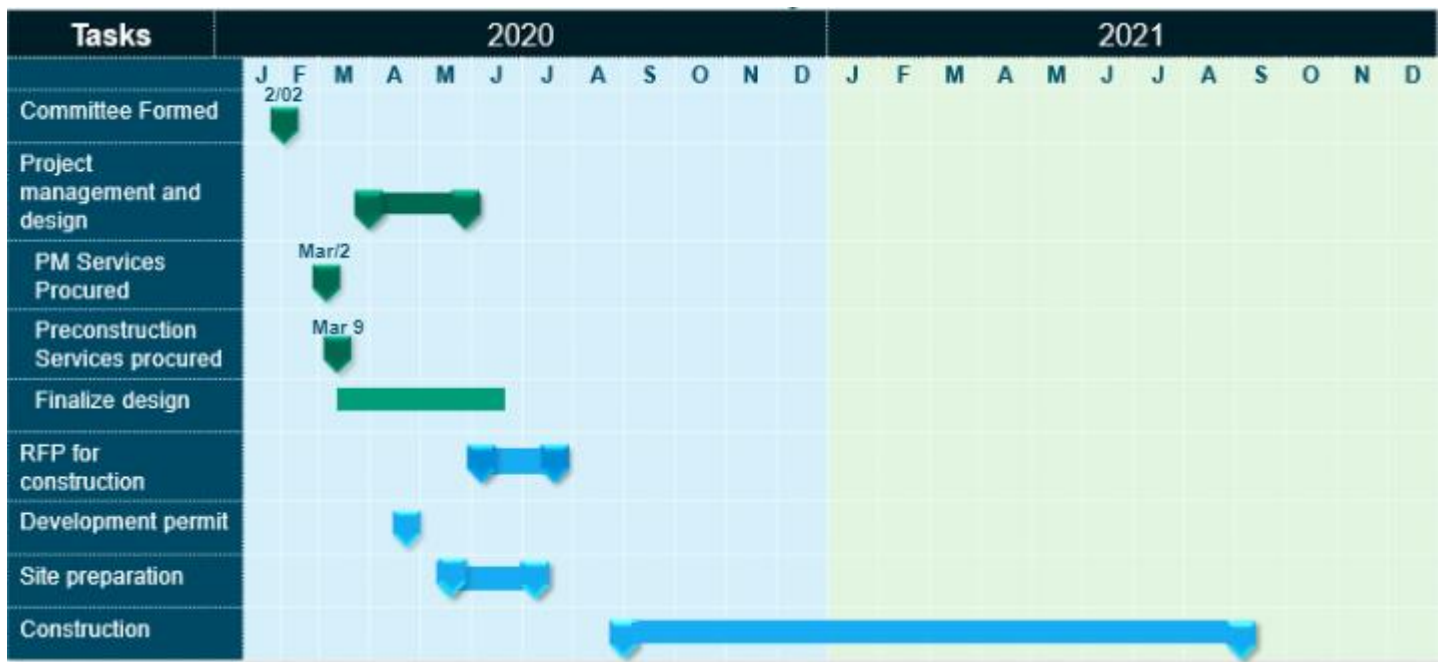


Figure 1: Project Management Plan for Carseland Fire Hall

Report Approval Details

Document Title:	Carseland Fire Hall - Update.docx
Attachments:	
Final Approval Date:	Mar 30, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Brian Henderson", with a stylized, cursive script.

Brian Henderson

Wheatland County

Department Report

Regular Council Meeting

April 7, 2020

Report prepared by: Cindy Sweere



March Transportation and Ag GM Report

Recommendation from Administration

That Council accepts the General Manager of Transportation and Agriculture March 2020 report

Report

Public Works Crews

- The Gravel Crew is at Goldsmith's Pit hauling to Burke's stockpile site, Sage Management has moved to Goldsmith's to start crushing.
- Surfacing Crew is clearing brush and steaming culverts when needed.
- Culvert Crew were at Goldsmith's ripping for the crusher and are also checking ice flows.
- Construction Crew is working at stripping Fish Lake
- We are in the process of repairing equipment and checking gravel trucks.
- Preparing for the spring startup of the crews.

Hamlet and Utilities / WTS

- Collapsed upper barrel for storm line on 2nd St. and 2nd Ave in Cluny repaired.
- In Gleichen, surveying and other work for 8th Ave. tender was completed. Tree removal, trimming and grinding was completed by D&D Plant Hire. Poor condition areas had pothole and valve patching done and the water service was disconnected after a leak was discovered
- In preparation for spring melting ditches, catch basins and culverts are being cleared throughout all hamlets.
- Site inspections have been completed at the WTS in Hussar, Rockyford and Standard.
- Contractor completed removal of scrap metal stockpile at Main Shop; Interviews underway for WTS Fill-in Operator position; Plowing, sanding and transtor bin maintenance is ongoing at all sites; Ongoing garbage pickup from ditches by WTS Coordinator as needed.

Facilities

- Quarterly mechanical maintenance, annual fire extinguisher/first aid kits and AED inspections are ongoing, and fire alarm inspection is complete.
- New LED lights installed in pole shed.
- Working on estimates for new fire pump. Chambers A/C, Public Works furnaces and fall protection have all been awarded. New overhead door for Standard grader shop.
- Cleaning contract with Regency Cleaning Services has been signed with a start date of March 1, 2020.
- Gleichen Arena Upgrades project was awarded to Chandos Construction.
- Namaka Hall inspection complete. Emergency lighting and fire extinguishers were installed, and the AED is up to code.
- Wheatland West, Gleichen Fire Hall and the Gleichen Grader Shop roof repairs have been completed. Carseland Fire Hall had new steel door and bars on the windows installed.

Gravel / Roads

- Contractor started crushing at Goldsmith Pit - 10 weeks to crush 90,000 tonnes.
- Consultants started working on 2020 Gleichen Capital Project – 8th Ave Main replacement which includes design and tender.
- Consultants started working on 2020 Sidewalk Program – Rosebud which includes design and tender.
- Road Crew is currently stripping at Fish Lake Pit, expected to crush 60,000 tonnes at this site in the summer.
- Working on upgrades for railway crossings within the County.

Wheatland Regional Water

- Annual reports to AEP are complete for all systems
- Working on a lead monitoring program for all water distribution systems
- Work is continuing on the design and land negotiations for the Rosebud phase III water line.
- We are assisting in the design of the Rosebud lagoon by contributing flow data.
- Utilities is preparing for spring and summer operations and maintenance programs.

Agriculture & Environment Report

- Attendance at recent events: Shelterbelt Workshop (76) Emergency Livestock Response open house (15) Farmer Pesticide Training (15)
- The new 5-year Agricultural Service Board Grant application has been released with a funding reduction of \$46,000/ASB in the Province as compared to previous years. Applications must be submitted by April 24th.
- The Pest Management Regulatory Agency has cancelled the registration for strychnine and will be phasing the product out over 3 years. Sales can continue until March of 2022 and farmers will have until March of 2023 to use up any product they have. Strychnine Sales will resume on March 31st by calling the Manager of Agriculture & Environment to make arrangements.
- Watershed Resiliency and Restoration Program (WRRP) funding for the Rosebud River Watershed will be accepting applications as of April 1st.
- 8 Environmental Farms Plans competed to date.
- Events cancelled or postponed: Emergency Livestock Response Course Training March 14-15 & April 4-5, Working Well Workshop March 26th, Farm Transition Workshop March 30th, Agricultural Service Board meeting April 1st.

Report Approval Details

Document Title:	March Transportation and Ag GM Report.docx
Attachments:	- Collected Material Volumes 2018 vs 2019.pdf
Final Approval Date:	Mar 31, 2020

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Michael Ziehr was completed by workflow administrator Mackenzie Soltys

Michael Ziehr

A handwritten signature in black ink, appearing to read "Brian Henderson". The signature is fluid and cursive, with a large initial "B" and "H".

Brian Henderson

Wheatland County; Shops & WTS's Collected Material Volumes 2018 vs 2019 with Associated Costs and Revenues Generated 2019

Material	Measured In	2018	2019	Difference	Direct Yearly Costs 2019	Revenue Generated 2019	Comments
Used Oil	litres	15900	55440	249%	\$ -	\$ 2,477.91	Used bulk oil payments
Oil Pails	units	1500	3307	120%	\$ -	\$ -	
Oil Jugs	tonne	6.3	5.9	6%	\$ -	\$ -	
Oil Filters	tonne	4	8.8	120%	\$ -	\$ -	
Used Antifreeze	litres	800	7335	817%	\$ 1,524.70	\$ -	Disposal fees. 2-43-00-2250-00
Electronics	tonne	26	48.1	85%	\$ -	\$ 9,195.53	
Freon Filled Appliances	units	527	574	9%	\$ 750.00	\$ -	Costs related to non metal disposal/ Revenue included in scrap. 2-43-00-2250-00
Freon	lbs	40	51.7	29%	\$ 4,868.85	\$ -	For the removal from old freon filled appliances. 2-43-00-2250-00
Household Paint	tonne	10.5	13.7	30%	\$ -	\$ -	Covered by Drumheller Requisition
Aerosol Cans	units	NA	2427	-	\$ -	\$ -	Covered by Drumheller Requisition
HHW	tonne	1.6	3.7	131%	\$ 12,723.75	\$ -	Hauling & disposal fees. 2-43-00-2250-00
Propane Tanks 15lb-	units	400	1687	322%	\$ 1,647.82	\$ -	Hauling & disposal fees. 2-43-00-2250-00
Propane tanks 20lb+	units	160	547	242%	\$ 1,848.00	\$ -	Hauling & disposal fees. 2-43-00-2250-00
Tires; varied sizes	units	2200	10550	380%	\$ -	\$ -	
Scrap Metal	tonne	240	414.2	73%	NA	\$ 10,654.10	Revenue from Main Shop & fridges only. Bin rental & hauling from sites coded 2-43-00-2263-00
Cardboard	tonne	75	98.5	31%	\$ -	\$ -	Covered by Drumheller Requisition
Newsprint	tonne	20	38.6	93%	\$ -	\$ -	Covered by Drumheller Requisition
Compost	tonne	30	37.3	24%	\$ 30,000.00	\$ -	Includes bin rentals and hauling at 5 sites. Cost coded as part of 2-43-00-2263-00
Furniture	tonne	NA	186.4	-	NA	\$ -	Bin rental & hauling 2-43-00-2263-00 / Disposal covered by Drumheller Requisition
Bulk Waste	tonne	NA	862.5	-	NA	\$ -	Bin rental & hauling 2-43-00-2263-00 / Disposal fees coded as part of 2-43-00-2250-00
Fluorescent Lightbulbs	bulbs	1314	2874	119%	\$ 2,953.41	\$ -	Disposal fees. 2-43-00-2250-00
Batteries	tonne	5.6	10	79%	\$ -	\$ 4,706.15	
Ballasts	tonne	0.2	1	400%	\$ -	\$ 102.34	
Clean Wood/Wood Chips	tonne	329	29.6	91%	\$ 16,000.00	\$ -	Includes grinding & hauling from 4 of 5 sites. 2-43-00-2250-00
Twine	tonne	1.5	0.7	53%	\$ -	\$ -	
* NA - Information Not Available * % - Decrease					\$ 72,316.53	\$ 27,136.03	

Wheatland County

Request for Decision

Regular Council Meeting

April 7, 2020

Report prepared by: Cindy Sweere



Cost sharing agreement - Highway 901/817 Intersection Lighting

Recommendation from Administration

That Wheatland County Council approve entering into a Memorandum of Agreement with Alberta Transportation for cost sharing of lighting at the intersection of Hwy 901 and Hwy 817.

Further, that the cost sharing will be at a 50/50 ratio and the municipality's share of this funding shall not exceed \$30,000.

Chief Administrative Officer's Comments

[Click or tap here to enter text.](#)

Report

Wheatland County has concerns over the safety of the intersection of Hwy 901 and Hwy 817. This intersection averages approximately 2600 vehicles per day in each direction and is currently not illuminated. The roads also intersect at an askew angle which adds to the safety concerns due to reduced sightlines. If Alberta Transportation and Wheatland County enter into this agreement the completion date of construction would be March 31, 2021.

Relevant Policies, Practices, and Legislation

[Click or tap here to enter text.](#)

Alignment with the Strategic Plan

[Click or tap here to enter text.](#)

Response Options

Option 1: THAT Council accepts/approves the recommendation as proposed.

Option 2: THAT Council does not accept/approve the recommendation as proposed.

Option 3: THAT Council accepts/approves an alternate recommendation of Council's choosing.

Implications of Recommendation

General

N/A

Organizational

N/A

Financial

The total cost of installing the lighting at this intersection is estimated to be approximately \$40,000 to \$60,000.

Environmental, Staff, and Public Safety

The installation of lighting in this location will enhance safety at the intersection.

Follow-up Action / Communications

N/A

Report Approval Details

Document Title:	Cost sharing request for Hwy 901 and Hwy 817 lighting.docx
Attachments:	
Final Approval Date:	Apr 1, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to be 'MZ' followed by a long, sweeping horizontal stroke.

Michael Ziehr

A handwritten signature in black ink, appearing to be 'Brian Henderson' in a cursive script.

Brian Henderson

MEMORANDUM OF AGREEMENT

BETWEEN

ALBERTA TRANSPORTATION

AND

WHEATLAND COUNTY

FOR THE

**FOR INSTALLATION OF PARTIAL HIGHWAY LIGHTING
AT THE INTERSECTON OF HIGHWAY 817 & HIGHWAY 901 (INT# 2041)**

CON0021310

MEMORANDUM OF AGREEMENT signed this day of 2020 A.D.

BETWEEN:

HER MAJESTY THE QUEEN in right of
Alberta, as represented by the Minister of
Transportation (the "Province")

OF THE FIRST PART

- and –

WHEATLAND COUNTY in the Province of
Alberta (the "Municipality")

OF THE SECOND PART

The Province and the Municipality are desirous of the design and construction of partial highway lighting at the intersection of Highway 817 & Highway 901 (Int# 2041) as shown in the plan attached as Schedule "A" to this Agreement (the “**Project**”);

Ownership of the Highway is vested in the Crown in right of Alberta;

The Province, pursuant to the Highway Development and Protection Act, R.S.A. 2004, c. H-8.5, has title to, and direction, control, and management of all Provincial Highways;

Section 10 of the Government Organization Act, the Province may enter into agreements on or in connection with any matter under the Province’s administration including agreements for the construction of highways;

The Province, as a condition to the use of Provincial funds for the construction of the Project, deems it necessary to enter into an agreement with the Municipality to ensure the preservation and protection of the Highway.

The Province and the Municipality have agreed to share the cost of the Project in the proportions as set out in Schedule “B” – Estimated Schedule of Costs, attached to and forming a part of this Agreement;

The Province and the Municipality have agreed that the designs, plans and specifications for the Project will be completed in accordance with the Province's current Standard Specifications for Highway Construction and Specifications for Bridge Construction (the "Specifications"), and in accordance with the Province's current Engineering Consultant Guidelines for Highway and Bridge Projects (the "Guidelines");

The Municipality agrees that the Province will retain sole ownership, direction, management and control of the Highway once the highway lighting upgrades are complete; and

The Municipality and the Province agree that the Province will be responsible for the future care, control, maintenance, repairs, replacements and upgrades and all costs thereof of the Highway without further contributions or levies from the Municipality.

In consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

1. The preamble form part of this Agreement.

Definitions

2. In this Agreement, the following terms have the meanings ascribed to them:

"Business Day" means Monday to Friday, excluding statutory holidays observed in the Province of Alberta

"Costs" means all of the actual dollar amounts invoiced to the Municipality by the third party independent consultants and third party independent contractors responsible for the design and construction of the Project in accordance with this Agreement for:

- (a) any and all of the construction and design activities necessary to design and construct the Project in accordance with the Plans, Specifications, Guidelines and this Agreement; plus
- (b) the actual funds paid for other construction and design activities in excess of those required by the Plans and Specifications but that are agreed to, in writing, by the Parties to this Agreement; plus

- (c) any applicable costs for utility adjustments and extra right-of-way acquisition;

“Date of Acceptance” means the date on the letter from the Municipality to the Contractor accepting the Project as completed;

“Engineering Consultant” means the professional engineer or engineering consulting firm registered and licensed to practice in the Province of Alberta that has been retained by the Municipality for all engineering works and to administer the construction contract for the Project.

“Invoice” means a list of Costs incurred in the design and construction of the Project provided by the Municipality to the Province.

“Party” or “Parties” means either of both of the Province and the Municipality, as the context requires.

“Final Tender Documents” means those documents including, but not limited to, tender documents, construction drawings, engineering designs, specifications, response forms, for use in preparing bids for the engineering and construction, as applicable, of the Project.

Project Funding

3. The Parties agree to contribute to funding the Project as follows:

- (a) The Province and Wheatland County agree to each pay 50% of all the Costs associated with the Project to a maximum of \$60,000.00 as shown in Schedule “B”- Schedule of Costs, attached to this Agreement and forming part of this Agreement. The Province certifies that the goods and/or services ordered/purchased are being purchased by Alberta Transportation which is part of the Crown in Right of Alberta and are therefore not subject to the Goods and Services Tax;

Municipality's Responsibilities

4. The Municipality is responsible for and will:
- (a) design and construct the Project;
 - (b) administer the calling of a publicly advertised tender for the purpose of awarding a contract for the Project,
 - (c) include a term in the tender indicating that the Municipality will withhold at least ten (10) percent of all monies owing to the successful bidder ("Contractor") awarded the contract for the Project ("Contract") until the Project work is accepted by the Municipality;
 - (d) include a term regarding the security that will be required from the Contractor as further described in clause 4(g);
 - (e) award the Contract to the bidder with the lowest priced compliant tender;
 - (f) before awarding the Contract the Municipality will submit to the Province for information the Municipality's recommendations respecting such awarding together with details of the tenders received;
 - (g) obtain from the Contractor, security in the amount of:
 - (i) 50% of the contract tender price for the due performance of the contract including the applicable Contractor's warranty period; and
 - (ii) 50% of the contract tender price for the payment in full of all claims for labour and for material used or reasonably required for use in the performance of the Contract.

- (h) utilize its own employees for general administration of this Project;
- (i) utilize an Engineering Consultant, for the design including preparation of the plans and specifications and for the quality control activities and supervision of the contract during construction;
- (j) ensure that the Engineering Consultant, adheres to the Province's current "Engineering Consultant Guidelines For Highway and Bridge Projects" manual at all times during the completion of the Project; and
- (k) utilize for all phases and stages of the project, competent contractors and tradespersons experienced and skilled in the performance of the work to be undertaken, including specialist railway contractors as may be required.
- (l) comply with the provisions of all laws, acts, regulations or other requirements, now in force or in force after the signing of this Agreement, that expressly or by their implication apply to the Municipality in fulfilling its responsibilities set out in this Agreement, including but not limited to:
 - (i) Obtaining a Roadside Development Permit for all work to be carried out within the Highway Right of Way prior to the commencement of any work and conforming to any and all terms or conditions arising therefrom including but not limited to the provisions of a Traffic Accommodation Strategy in accordance with an Alberta Transportation's *Traffic Accommodation in Work Zones 2018 (2nd Edition)*;
 - (ii) Obtaining any environmental approvals or permits required by statute for the design and construction of the Project and developing an Environmental Construction Operations Plan ("ECO Plan") ECO Plan in accordance with Alberta Transportation's Environmental Construction Operations ECO Plan Framework, 2017 Edition;
 - (iii) The costs of complying with the requirements in clauses 4(l)(i) and (ii) may constitute Costs under the terms of the agreement upon review and acceptance from the Province, and if accepted by the Province may be submitted as such;

- (m) satisfy itself that the Costs proposed and submitted by the Engineering Consultant for its services in relation to the Project are considered fair and reasonable;
- (n) provide quantity and quality control information and test results for the Project to the Province on a monthly basis, if any;
- (o) provide the Province with contract final details, and "as built" drawings on completion of construction of the Project; (PDF and Microstation format)
- (p) schedule the work to be completed by March 31, 2021;
- (q) provide the Province with a copy of the Municipality's letter to the Contractor accepting the Project as completed; and
- (r) submit its final Invoice to the Province for all work under this Agreement within 120 days of the Date of Acceptance, after which the Province will accept no further Invoices.

Cost and Invoices

5. The Parties agree that:

- (a) Costs incurred for this Project will be based on contract unit bid prices and actual quantities utilized, and in addition will include the actual detailed Costs incurred for engineering and other approved items directly related to the construction, to the maximum amounts shown in Schedule "B"; and
- (b) in the event that the Costs associated with the Project total less than as estimated in Schedule "B", payment will be made only for the actual amounts properly incurred;
- (c) in the event the tendered Costs associated with the Project are above the maximum amount, upon approval by the Province the funding allocation identified in Schedule "B", will be adjusted by amending this Agreement to reflect the true construction Costs; and

- (d) the Municipality will provide written notice and advise the Province of anticipated Costs in excess of the amount for each item shown in Schedule "B" immediately upon becoming aware of the potential increases. If the Parties agree to the increased Costs the Parties will amend Schedule "B" accordingly; and
- (e) the Municipality will receive from the suppliers and contractors, progress and other billings for Costs in accordance with clause 5(a) for the Project. The Municipality will confirm those costs that are eligible Costs of the Project in the manner satisfactory to the Province. The Municipality will render to the Province at the end of each month an Invoice, with sufficient detail and explanation, equal to the sum of the progress and other billings received during that month, if any, less Goods and Services Tax billed by suppliers; and
- (f) the Province upon receipt each month of the Invoice from the Municipality for duration of the Project, will pay such Invoice (if eligible Costs) within 60 days of the Municipality submitting such Invoice, and, in accordance with clause 4(r), will pay the final Invoice when the Project is completed and inspected. Invoices may be submitted either:
 - i) to reimburse the Municipality for the amount of the billing already paid to the Contractor and Consultant by the Municipality; or,
 - ii) to pay the amount of the billing to the Municipality from the Contractor and Consultant for the goods and/or services ordered/purchased in relation to the Project; and
- (g) the Municipality will pay all progress and other billings, inclusive of any applicable taxes.

Right to Inspect

6. The Province shall have the right at all times to inspect the cost records of the Municipality, the work specified in this document, and any and all materials supplied or used in connection with this Project, and shall have the right to require any modification or alteration to the Project to ensure its completion in accordance with the Province's standard and specification. If the Province, acting reasonably, observes or becomes aware of any deficiencies during the construction, including the warranty period, the Province will inform the Municipality, and the Municipality will, pursuant to the terms of the Contract, enforce any and all obligations of the Contractor to rectify such deficiencies.

Highway Use After Project Completed

7. (a) On or before the Date of Acceptance , the Municipality will ensure all equipment, materials, barriers and anything brought onto the Project site that is not part of the Project is removed to allow free and complete use of the Highway.
- (b) Upon completion of the Project, the Municipality shall allow free and complete use of the Highway to and by any lawfully licensed vehicle operated in accordance with the Traffic Safety Act, RSA 2000 c. T-06 and the regulations made pursuant to the Traffic Safety Act.

Safety Obligations

8. Obligation to Ensure Safety
 - (a) The Municipality is responsible for safety in relation to the Project.
 - (b) Without restricting the generality of the Municipality's responsibility for safety, the Municipality shall ensure that:
 - (i) the Project work is designed and engineered to be safe;
 - (ii) the safety of workers and the public are given paramount concern;
 - (iii) all reasonable steps are taken to prevent unauthorized persons from entering any part of the area under construction or being used in the construction;
 - (iv) appropriate warning signs and barriers are placed, monitored and maintained at the site of any construction work and equipment storage areas; and
 - (v) the Municipality complies with any additional measures in relation to safety as may be directed by or on behalf of the Province.

- (c) The Municipality shall ensure that any Contractor or Subcontractor with any involvement in the Works has and maintains a “Certificate of Recognition” recognized by Alberta Human Resources and Employment, Workplace Health and Safety.
- (d) The Municipality acknowledges that a Contractor or Subcontractor does not comply with the obligation in 8(c) if the Contractor or Subcontractor holds and maintains a Small Employers Certificate of Recognition (for employers with less than 10 employees).
- (e) The Municipality shall ensure that each Engineering Consultant, Contractor and each Subcontractor engaged in relation to the Project, complies with the requirements of the Workers Compensation Act, RSA 2000, c. W-15 and the Occupational Health and Safety Act, RSA 2000, c. O-2.
- (f) Occupational Health and Safety
 - (i) The Province assigns prime contractor responsibilities, as specified in the Occupational Health and Safety Act, to all parties with which it enters into contracts and agreements, including but not limited to various utility companies.
 - (ii) During the course of the project, the work sites of the Contractor, the Consultant and the various utility companies may be separated by time and/or space or may be in the same general vicinity or may be adjacent, depending on the circumstances on the project at any given point in time. It is a requirement of all of the Province's contracts and agreements that the Contractor, Consultant and utility companies working within the project limits of the Project, coordinate their respective activities, as outlined herein, to ensure a safe project. However, it is not the Province's intent that any of these parties be responsible to ensure that the other parties, or the other parties' subcontractors, have adequate health and safety process for their respective activities.

(iii) Designation of Prime Contractor

The Municipality shall familiarize itself, its staff and its subcontractors with the terms of the Occupational Health and Safety Act and Regulations thereunder to ensure complete understanding respecting the responsibilities given and compliance required. The Municipality acknowledges that it assumes all of the responsibilities and duties of the Prime Contractor, as defined by the Occupational Health and Safety Act, and that it shall as a condition of this Agreement, comply with the Occupational Health and Safety Act and the regulations thereunder.

(iv) Coordinating Activities

The Municipality shall coordinate its activities on the project with those of any utility companies performing work within the project limits of the Project. When any or all of the Consultant, Contractor and a utility company is conducting activities within the project limits of the Project, the Municipality shall ensure that either or both of Consultant and the Contractor, as the case may be, shall liaise with any utility companies performing work within the project limits of the Project and jointly develop a health and safety system or process for the affected worksites. The health and safety system or process agreed to by the parties must be in writing. Any changes required to the health and safety system must be agreed to by all affected parties and must also be in writing. Documenting the written health and safety system or process, including any required changes shall be the responsibility of the Municipality.

For the purposes of coordinating activities on highway/bridge construction within the project limits of the Project, the contact persons for the Contractor, Consultant and utility companies shall be identified at the pre-construction meeting for the Project. The responsibility to initiate "contact" for coordinating activities shall reside with the party entering a project or site on which work has commenced. This responsibility to initiate contact shall apply regardless of whether or not the worksites are separated by time and/or space, are in the same general vicinity or are adjacent.

(v) Resolving Disputes Related to Coordination of Activities

If any or all of the Consultant, Contractor and a utility company is conducting activities within the project limits of the Project cannot agree on a process or system that addresses the safety concerns of all parties, work at the affected worksites shall cease and this matter shall be referred to the Province. The Province, after review, will decide which party shall be responsible for resolving the disputed safety issue. Such decision shall be final and binding upon all parties.

(vi) Responsibility for Subcontractors/Owner operators

The Prime Contractor shall, to the extent required by the Occupational Health and Safety Act, establish and maintain a Health and Safety system or process to ensure compliance to the Act by his subcontractors/owner operators.

- (g) The Province acknowledges that the Municipality may enter into an agreement with a Contractor to assist the Municipality in meeting all of its obligations as the prime contractor; however, the Municipality acknowledges that the Province shall continue to look to the Municipality to fulfill or cause all obligations under the Occupational Health and Safety Act, RSA 2000, c O-2 to be fulfilled despite this agreement with the Contractor.

9. Hold Harmless

- (a) The Municipality shall indemnify and save harmless the Province, its employees and agents from any third party claims, demands, actions, , expenses and costs whatsoever (including legal costs on a solicitor-client basis), that may arise directly or indirectly out of any act or omission of the Municipality, its employees, agents, contractors, the Consultants or the Consultant's employees with respect to the tendering and awarding, design, installation, construction, testing or completion of the Project or out of the Municipality's breach of this Agreement.
- (b) The Municipality shall indemnify and hold harmless the Province against and from any loss or damage to the real or personal property of the Province that may arise directly or indirectly out of any act or omission of the Municipality, its employees, agents, contractors, the Consultants or the Consultant's employees

with respect to the tendering and awarding, design, installation, construction, testing or completion of the Project or out of the Municipality's breach of this Agreement.

- (c) These indemnification provisions shall survive the termination or expiry of this Agreement.

Insurance

- 10 (a) Without limiting its obligations or liabilities under this Agreement the Municipality shall obtain and maintain until the end of the warranty period the following minimum insurance in accordance with the Insurance Act, RSA 2000, c. I-3:

- (i) General Liability insurance in an amount not less than \$10,000,000 inclusive per occurrence insuring against bodily injury, personal injury and property damage including loss of use thereof.
- (ii) Automobile Liability on all vehicles owned or licensed in the name of the Municipality in an amount not less than five million dollars (\$5,000,000.00).

- (b) The Municipality shall ensure that its Contractors and Subcontractors involved with any matter related to the construction and installation of the Project shall obtain and maintain the following insurance in compliance with the Alberta Insurance Act:

General Liability Insurance in an amount of not less than \$10,000,000 inclusive per occurrence, insuring against bodily injury, personal injury and property damage, including loss of use thereof. If this requirement is satisfied with a Wrap-up Liability insurance policy, the Province must be added as a Named Insured and other insureds must include all subcontractors, consultants and subconsultants involved in the Project. Such insurance shall include, but not be limited to:

- (i) Products and Completed Operations Liability;
- (ii) Owner's and Contractor's Protective Liability
- (ii) Blanket Written Contractual Liability;

- (iii) Contingent Employer's Liability;
- (iv) Forest Fire Fighting Expenses(minimum sublimit \$250,000);
- (v) Non-Owned Automobile Liability(minimum sublimit \$5,000,000);
- (vi) Cross Liability and Severability with respect to additional insureds;
- (vii) Employees as additional insureds;
- (viii) Broad Form Property Damage;
- (ix) Operation of Attached Machinery;
- (x) Sudden and Accidental Pollution (as per IBC 2313 or similar. Minimum sub-limit \$2,000,000); and

and where such further risk exists:

- (i) Blasting, Demolition, Pile Driving, Caisson Work or Tunneling, as applicable;
- (ii) Elevator and Hoist Liability; and
- (iii) Towing/On Hook Coverage.

Automobile Liability Insurance on all vehicles owned or licensed in the name of the Contractor or Subcontractor in an amount not less than \$5,000,000.

- (c) The Municipality shall ensure that its Engineering Consultants and any sub-consultants involved with any matter related to the design of the Project shall obtain and maintain the following insurance in compliance with the Alberta Insurance Act:

General Liability Insurance in an amount of not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury and property damage, including loss of use thereof;

Automobile Liability Insurance on all vehicles owned or licensed in the name of the Engineering Consultant or sub-consultant in an amount not less than \$2,000,000; and

- (d) Professional Liability Insurance in an amount of not less than \$1,000,000 per claim insuring the Engineering Consultant's or sub-consultant's liability resulting from errors or omissions in the performance of its professional services under this Agreement. Such insurance shall not exclude bodily injury or property damage claims arising from the performance of the professional services under this

Agreement. Such insurance shall remain in place for a period of 12 months following the completion of the Project.

- (e) All the foregoing insurance shall be primary and not require the pro rata sharing of any loss by any insurer of the Province.
- (f) The Municipality must provide to the Province evidence of insurance required of the Municipality and its Contractors and Engineering Consultants, satisfactory to the Province, at any time requested by the Province. The Province may require such evidence of insurance to be in the form of detailed insurance certificates or certified copies of required insurance policies.
- (g) Where a guarantee period is required by the Province under this Agreement, the Municipality shall ensure that Products and Completed Operations coverage, as applicable, shall be in force for the duration of the guarantee period.

Assignment

- 11. The Municipality shall not assign or otherwise dispose of any of its rights, obligations or interests in this Agreement without the prior written consent of the Province.

No Agency

- 12. The relationship of the Municipality to the Province under this Agreement is that of an independent funder, and nothing in this Agreement is to be construed as creating an agency, partnership, joint venture or employment relationship between the Municipality and the Province.

Funding Agreement

- 13. The Province and the Municipality agree that this Agreement is only a funding agreement between the Parties, and at no time shall the Municipality acquire any ownership interest in the Project or the Highway and nor shall the Municipality acquire any right to restrict or prohibit access to the Highway by the general public except as expressly authorized by the Province and necessary for the Project.

Notice

14. Any notice to be made under this Agreement is to be made in writing, and is effective when delivered to the address or transmitted by fax to the fax number, as follows:

The Province:	Alberta Transportation
Address:	Delivery Services Division 3 rd Flr, 909 – 3 rd Ave N Lethbridge, AB T1H 0H5
Attention:	Darren Davidson Regional Director, Southern Region
Email:	Darren.Davidson@gov.ab.ca
The Municipality:	Wheatland County
Address:	242006 Range Road 243 Highway 1, RR1 Strathmore, AB T1P 1J6
Attention:	Brian Henderson, CAO
Email:	Brian.Henderson@wheatlandcounty.ca

The Parties respectively designate for the time being, the individuals identified in this clause as having the authority to give notice, and notice given by these individuals is binding on the party giving the notice.

Either Party may change its information in clause 14 by giving notice to the other in the manner described in this clause.

Any notice personally served or sent by fax shall be deemed received when actually delivered or received, if delivery or fax transmission is on a Business Day, or if not on a Business Day, on the following Business Day.

15. The Province may at any time immediately terminate this Agreement, without cause, upon thirty (30) days' written notice to the Municipality.
16. The Province designates Jerry Lau, Infrastructure Manager of the Department of Transportation as the Province's representative for communications and ongoing contact

between the Province and the Municipality in matters relating to this Agreement, other than giving notice pursuant to clause 14. The Municipality Michael Ziehr, General Manager of Transportation and Agriculture, as the Municipality's representative for communications and ongoing contact between the Province and the Municipality in matters relating to this Agreement, other than giving notice pursuant to clause 14. Either party may change its designated representative above by sending written notice to the other party of such change.

Authority

17. Each Party has full power and authority to enter into and perform this Agreement and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement. Each Party further acknowledges that it has read this Agreement, understands it, and agrees to be bound by it.

General Provisions

18. Each Party will perform the acts, execute and deliver the writings, do all such things and give the assurances necessary to give full effect to this Agreement.
19. Time is of the essence of this Agreement.
20. This Agreement contains the entire agreement of the Parties concerning the subject matter of this Agreement and except as expressed in this Agreement, there are no other understandings or agreements, verbal or otherwise, that exists between the Parties.
21. Any waiver by either Party of the performance by the other of an obligation under this Agreement must be in writing, and such waiver does not constitute a continuing waiver of the performance of that obligation unless a contrary intention is expressed in writing.
22. The Parties may amend this Agreement only by mutual written agreement signed by the parties.
23. This Agreement shall be governed by and interpreted in accordance with the laws in force in Alberta, and the Parties irrevocably attorn to the exclusive jurisdiction of courts in Alberta.

24. The Municipality shall not suffer or permit any builder's lien(s) or other lien for work, labour, equipment, services or materials, including, but not limited, to a claim under the Public Works Act to remain filed or claimed against the Project or the title to the lands associated with the Project. Any such lien filed or claimed shall be removed and/or resolved by the Municipality, to the Province's satisfaction, within 30 days following receipt of written notice from the Province to the Municipality of the existence of any such lien.
25. The Parties agree to give this Agreement a fair and liberal interpretation and to negotiate with fairness and candor, any modification or alteration that may be rendered necessary by changing conditions.
26. The headings in this document have been included for convenience only and they do not define, limit or enlarge the scope or meaning of this document or any part of it.
27. This Agreement may be executed in any number of counterparts, each of which when executed and delivered is an original but all of which taken together shall constitute one and the same instrument. This Agreement may be executed and delivered by fax transmission sent to any Party hereto or their counsel.

The Parties have therefore signed this Agreement, by their respective duly authorized officers.

**HER MAJESTY THE QUEEN IN RIGHT OF
ALBERTA,** as represented by the Minister of
Transportation

PER: _____
NAME:
TITLE:

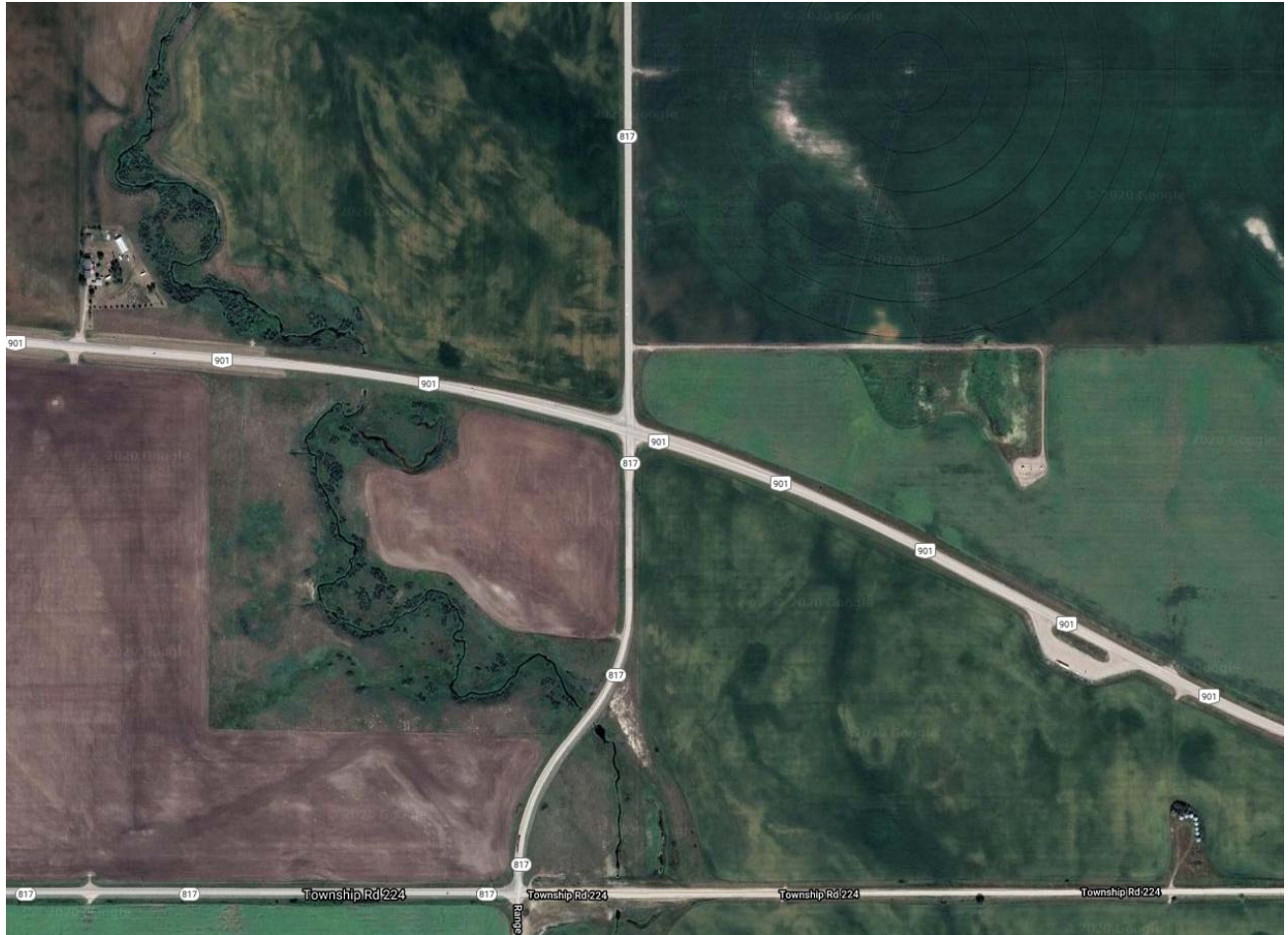
WHEATLAND COUNTY

PER: _____
NAME: AMBER LINK
TITLE: REEVE

PER _____
NAME: BRIAN HENDERSON
TITLE: CHIEF ADMINISTRATIVE OFFICER

SCHEDULE “A”

LOCATION PLAN



Intersection of Highways 817 & 901 (INT# 2041)

SCHEDULE “B” – Schedule of Costs

COSTS:

<u>HIGHWAYS 817 & 901 PARTIAL HIGHWAY LIGHTING</u>	<u>\$ 60,000.00</u>
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TOTAL	\$ 60,000.00
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COST PROPORTIONS

WHEATLAND COUNTY (50%)	\$ 30,000.00
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<u>PROVINCE (50%)</u>	<u>\$ 30,000.00</u>
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TOTAL	\$ 60,000.00
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Wheatland County

Request for Decision

Regular Council Meeting

April 7, 2020

Report prepared by: Brian Henderson



Correspondence and Information Items

Recommendation from Administration

TO ACCEPT the following items as information; as provided in the request for decision:

- STARS (Shock Trauma Air Rescue Service Foundation) Correspondence, dated March 26, 2020 – Re: COVID-19 Pandemic
- Village of Standard Correspondence, dated March 5, 2010 – Re: Request for Dust Control

Chief Administrative Officer's Comments

Click or tap here to enter text.

Report

Click or tap here to enter text.

Relevant Policies, Practices, and Legislation

Click or tap here to enter text.

Alignment with the Strategic Plan

Click or tap here to enter text.

Response Options

Option 1: THAT Council accepts/approves the recommendation as proposed.

Option 2: THAT Council does not accept/approve the recommendation as proposed.

Option 3: THAT Council accepts/approves an alternate recommendation of Council's choosing.

Implications of Recommendation

General

Click or tap here to enter text.

Organizational

Click or tap here to enter text.

Financial

Click or tap here to enter text.

Environmental, Staff, and Public Safety

Click or tap here to enter text.

Follow-up Action / Communications

Click or tap here to enter text.

Report Approval Details

Document Title:	Correspondence and Information Items.docx
Attachments:	- Thank you to Council during COVID-19 March 26, 2020.doc - Village of Standard.pdf
Final Approval Date:	Mar 31, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Brian Henderson", written in a cursive style.

Brian Henderson

March 26, 2020

Dear Council Members,

I hope this finds you safe and well during the uncertainties that we are all experiencing with the COVID-19 Pandemic at the forefront of our everyday lives.

It is times like these, when we must rely on the goodness of humanity and it brings to mind; people like yourselves, leaders of the community, who have made solid commitments to ensure the safety and well-being for all. We need you more than ever now and we thank you for your unwavering support that enables STARS to be available for the next patient who needs us.

It may appear that the world has come to a stand-still . . . but life still goes on. During such stressful times, critical illnesses like heart attack or stroke occur every day, motor vehicle collisions, and those who may have lost their way (search & rescue) are still happening. STARS remains mission-ready to answer these calls for help. Please remember, this is not the first time that we have faced this type of situation i.e. HIV, SARS, H1N1 and now COVID-19. Be assured, our air medical crews routinely care for patients who may be afflicted with a range of communicable diseases. STARS have protocols and training in place to ensure that we can safely manage these illnesses, including COVID-19.

We commend the dedicated men and women within emergency protective services who continue to put our lives, ahead of their own and STARS is honored to work alongside them every day. Even behind the scenes, medical supply companies contacted us in advance, to ensure that safety and medical supplies would be readily available. Just another way that emphasizes how it takes a community to save a life.

Most councils have closed offices and cancelled their meetings until further notice. We have done the same and apart from medical crews at the bases, all support staff are working from home. I look forward to future opportunities when we can re-connect, and I can visit your councils again. In the meantime, I will continue to keep you updated through e-mail. I am also available directly on cell at (780) 512-6205 if you have any questions.

Thank you for being there for STARS. Together, we will persevere and realize a better tomorrow.



Glenda Farnden
Senior Municipal Relations Liaison
STARS Foundation



VILLAGE OF STANDARD

P.O. Box 249 Standard, Alberta T0J 3G0

Tel: (403) 644-3968

Email: cao@villageofstandard.ca

WHEATLAND COUNTY

MAR 16 2020

RECEIVED

March 5, 2020

Wheatland County
RR #1 Hwy #1
Strathmore, AB
T1P 1J6

Attention: Brian Hendersen, CAO

Dear Reeve Link & Council

The Village of Standard has residents complain every year of the dust that is coming from the two gravel roads from vehicles coming into and leaving the Village from the County road (Christian Ave West & 9th Ave East) would it be possible for the County to add these two sections of gravel road to the roads that the County maintains with calcium chloride every year.

Thank-you for your time in reviewing this request.

Sincerely,

Yvette April
Chief Administrative Officer