



WHEATLAND COUNTY

Regular Council Meeting Agenda

May 19, 2020, 9:00 a.m.

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

Appointments

9:00 a.m. - Public Hearing (see agenda item 2.1.1)

	Pages
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.	
1.2 Adoption of Agenda	
1.3 Adoption of Minutes	
1. Regular Council Meeting Minutes - May 5, 2020	2
2. Public Hearing Minutes (May 5, 2020) - Re: Bylaw 2020-02 & Bylaw 2020-16	15
2. ITEMS FOR DISCUSSION AND RELATED BUSINESS	
2.1 Bylaw Readings and Public Hearings	
1. Bylaw 2019-36 - Re: Land Use Bylaw Amendment - Speargrass Public Hearing & Bylaw Readings	18
2. Bylaw 2019-33 - Re: Wheatland / Kneehill IDP Bylaw Third Reading	46
2.2 Unfinished Business or Business Arising	
2.3 New Business	
1. Appointment of Fire Guardian	96
2. WC Mercantile Overview	99
3. CORRESPONDENCE / INFORMATION	
3.1 Seniors & Housing Information - Re: Seniors' Week	107
3.2 Wheatland Regional Corporation - Re: Redland	111
4. CLOSED SESSION (IN CAMERA)	
Legal Matter (FOIP Act - Sec. 16) - Re: Lakes of Muirfield	
5. ADJOURNMENT	



WHEATLAND COUNTY

Regular Council Meeting Minutes

May 5, 2020, 9:00 a.m.

Councillors Present: Reeve A. Link, Division 2
Deputy Reeve S. Klassen, Division 5
J. Wilson, Division 1
D. Biggar, Division 3
T. Ikert, Division 4
G. Koester, Division 6
B. Armstrong, Division 7

Administration: B. Henderson, Chief Administrative Officer
M. Boscarol, 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 May 5, 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 virtual meeting' was posted on the County website.]

[Note: Wheatland County staff members joined and left at various times during the meeting.]

1.2 Adoption of Agenda

RESOLUTION CM-2020-05-01

Moved by ARMSTRONG

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

Under Agenda Item 2.2 - Unfinished Business or Business Arising

2.2.1 - Discussion - Re: In-Person Council Meetings

2.2.2 - Ratify Meetings/Events - Council Participation

Under Agenda Item 3.6 - Division 6 Councillor Report

- Addendum to Report - Wheatland Housing Management Body
Correspondence

Under Agenda Item 6 - Closed Session (In Camera)

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

• Carried

1.3 Adoption of Minutes

1.3.1 Regular Council Meeting Minutes - April 21, 2020

RESOLUTION CM-2020-05-02

Moved by WILSON

APPROVAL of the April 21, 2020 Wheatland County Regular Council meeting minutes, as presented.

• Carried

- 1.3.2 Public Hearing Minutes (April 21, 2020) - Re: Bylaw 2020-11, Bylaw 2020-12, & Bylaw 2020-13

RESOLUTION CM-2020-05-03

Moved by IKERT

APPROVAL of the April 21, 2020 Wheatland County Public Hearing minutes, as presented, for Bylaws 2020-11, 2020-12, & 2020-13.

• Carried

- 1.3.3 Special Council Meeting Minutes - April 24, 2020

RESOLUTION CM-2020-05-04

Moved by BIGGAR

APPROVAL of the April 24, 2020 Wheatland County Special Council meeting minutes, as presented.

• Carried

2. ITEMS FOR DISCUSSION AND RELATED BUSINESS

- 2.1 Bylaw Readings and Public Hearings

RESOLUTION CM-2020-05-05

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 2020-02 - Re: Land Redesignation Bylaw

Public Hearing – Bylaw 2020-02 (LU2020-01)

A Bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 to redesignate +/- 5.0 acres within Plan 101 1307, Block 1, Lot 2 from Industrial General District to Commercial Highway District in order to facilitate the development of a service station and fast food restaurants within the West Highway 1 Area Structure Plan. A copy of the request for decision and supporting documentation was included in the agenda information package for Council review.

RESOLUTION CM-2020-05-06

Moved by IKERT

SECOND 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-2020-05-07

Moved by WILSON

THIRD AND FINAL 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

2.1.2 Bylaw 2020-16 - Re: Road Closure Bylaw

Public Hearing – Bylaw 2020-16 (Road Closure)

A Bylaw 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-W4. A copy of the request for decision and supporting documentation was included in the agenda information package for Council review.

Note: Bylaw 2020-16 (Road Closure) to be forwarded to the Minister of Transportation for approval prior to further readings of the bylaw.

2.1.3 Bylaw 2020-17 - Re: Animal Control Bylaw

On behalf of the Protective Services Department, K. Permann (Senior Community Peace Officer) presented Bylaw 2020-17 - Animal Control Bylaw. This bylaw provides provisions for 'Emotional Support Animals Within Hamlets'. Note: final approval of Bylaw 2020-17 would repeal the current Bylaw 2016-02. Discussion followed regarding guidelines/regulations; staff informed that the proposed changes to the bylaw was reviewed by the County's legal counsel.

RESOLUTION CM-2020-05-08

Moved by KOESTER

FIRST READING of Bylaw 2020-17; this being a bylaw of Wheatland County, cited as the 'Animal Control Bylaw', to provide for the licensing, regulation and control of dogs and other animals within Wheatland County.

• Carried

RESOLUTION CM-2020-05-09

Moved by WILSON

SECOND READING of Bylaw 2020-17; this being a bylaw of Wheatland County, cited as the 'Animal Control Bylaw', to provide for the licensing, regulation and control of dogs and other animals within Wheatland County.

• Carried

RESOLUTION CM-2020-05-10

Moved by BIGGAR

THAT permission be granted to hold Third and Final Reading of Bylaw 2020-17.

• Carried Unanimously

RESOLUTION CM-2020-05-11

Moved by IKERT

THIRD AND FINAL READING of Bylaw 2020-17; this being a bylaw of Wheatland County, cited as the 'Animal Control Bylaw', to provide for the licensing, regulation and control of dogs and other animals within Wheatland County.

• Carried

2.1.4 Bylaw 2020-22 - Re: Tax Penalty, Interest and Monthly Payment

In follow-up to a previous resolution of Council, CAO B. Henderson presented Bylaw 2020-22 - Tax Penalty, Interest and Monthly Payment Bylaw. CAO Henderson informed Council that the penalty dates for 2020 should be September 1st and December 1st, therefore requested that the proposed bylaw be approved with the following amendment to section 2(a): change date from the 30th day of November to the 1st day of December.

RESOLUTION CM-2020-05-12

Moved by BIGGAR

FIRST READING of Bylaw 2020-22, as amended, this being a Bylaw of Wheatland County, in the Province of Alberta, to establish a Tax Penalty, Interest and Monthly Payment Bylaw.

Note: Amendment to Point 2(b) - s/b 1st day of December

• Carried

RESOLUTION CM-2020-05-13

Moved by KLASSEN

SECOND READING of Bylaw 2020-22, this being a Bylaw of Wheatland County, in the Province of Alberta, to establish a Tax Penalty, Interest and Monthly Payment Bylaw.

• Carried

RESOLUTION CM-2020-05-14

Moved by WILSON

THAT permission be granted to hold third and final reading of Bylaw 2020-22.

• Carried Unanimously

RESOLUTION CM-2020-05-15

Moved by IKERT

THIRD AND FINAL READING of Bylaw 2020-22, this being a Bylaw of Wheatland County, in the Province of Alberta, to establish a Tax Penalty, Interest and Monthly Payment Bylaw.

• Carried

2.2 Unfinished Business or Business Arising

2.2.1 Discussion - Re: In Person Council Meetings

A discussion ensued regarding the following topics: virtual meetings vs. in person meetings; public participation; adhering to Provincial and Alberta Health Services regulations; physical distancing. Currently, the Wheatland County Council meetings and committee meetings have been conducted via teleconference. Upon discussion, Reeve Link requested that County Administration look into the logistics required to facilitate in-person meetings and provide a report back to Council.

2.2.2 Ratify Meetings/Events - Council Participation

Reeve Link requested that Council consider ratifying meetings/events that she participated in during the month of April (Note: a list of the meetings/events was circulated to Council prior to the meeting). In addition, it was also requested that the budget meeting, special council meeting, and the RMA Resolutions teleconference be included for ratification. Discussion ensued regarding the following: value of participating in additional meetings and compensation; Councillor remuneration; process for approving additional items; decision making outside of a Council meeting (consensus or majority vote).

RESOLUTION CM-2020-05-16

Moved by ARMSTRONG

THAT Council ratify the participation of Wheatland County Council representation at the following meetings/events during the month of April:

- April 1 - Budget Meeting
- April 2 – Teleconference meeting with multiple regional municipalities and WC Infinite Possibilities Regional Business Collaboration Teleconference
- April 3 – CMRB COVID-19 Discussion Videoconference, AHS Calgary Zone COVID-19 Community Conversation, Teleconference with Member of Parliament, Honourable Martin Shields
- April 9 – Teleconference meeting with multiple regional municipalities, WC Infinite Possibilities Regional Business Collaboration Teleconference, AHS Calgary Zone, RMA Member Webinar - Running Effective Virtual Meetings for Mayors, Reeves & CAOs and RMA Member Virtual Meeting
- April 16 – Teleconference meeting with multiple regional municipalities and WC Infinite Possibilities Regional Business Collaboration Teleconference

- April 23 – Teleconference meeting with multiple regional municipalities and WC Infinite Possibilities Regional Business Collaboration Teleconference
- April 24 - Special Council Meeting, RMA Resolutions Teleconference
- April 30 – Teleconference meeting with multiple regional municipalities and WC Infinite Possibilities Regional Business Collaboration Teleconference

Note: Councillor Koester requested a recorded vote.
In Favour - Link, Klassen, Wilson, Biggar, Ikert, Armstrong
Opposed - Koester

• Carried

3. COUNCILLOR REPORTS AND RELATED BUSINESS

3.1 Reeve's Report

Reeve Link presented highlights from the 'Reeve's Report'. Note: a copy of the report was included in the agenda package; the report highlighted events/meetings for the month of April 2020. Note: An addendum to the Reeve's Report is included under agenda item 3.1.1 - Marigold Library System.

RESOLUTION CM-2020-05-17

Moved by LINK

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

• Carried

3.1.1 Addendum to Reeve's Report

As information, an addendum to the Reeve's Report included the following Marigold Library System documents: 2019 Annual Report; Wheatland County Power of Your Library Card 2019; Value of Your Investment 2019 (Carseland, Gleichen, Hussar, Rockyford, Standard, & Strathmore).

3.2 Deputy Reeve's Report

Deputy Reeve Klassen informed that a copy of the 'Deputy Reeve's Report' for the month of April 2020 was included in the agenda package; the report highlighted events/meetings.

RESOLUTION CM-2020-05-18

Moved by KLASSEN

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 April 2020 was not available in the agenda package. Councillor Wilson presented a verbal report highlighting the following: Strathmore Handi-bus Association, Planning & Priorities Session.

RESOLUTION CM-2020-05-19

Moved by WILSON

ACCEPTANCE of the Division 1 Councillor Report, as presented.

• Carried

3.4 Division 3 Councillor Report

Councillor Biggar presented highlights from the 'Division 3 Councillor Report'. Note: a copy of the report was included in the agenda package; the report highlighted events/meetings for the month of April 2020.

RESOLUTION CM-2020-05-20

Moved by BIGGAR

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

• Carried

3.5 Division 4 Councillor Report

Councillor Ikert informed that a copy of the 'Division 4 Councillor Report' for the month of April 2020 was included in the agenda package; the report highlighted events/meetings. Councillor Ikert informed that the report should have included the following: Wheatland Housing Management Body (April 23rd).

RESOLUTION CM-2020-05-21

Moved by IKERT

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

• Carried

3.6 Division 6 Councillor Report

Councillor Koester presented highlights from the 'Division 6 Councillor Report'. Note: a copy of the report was included in the agenda package; the report highlighted events/meetings for the month of April 2020. As information, Councillor Koester informed of the following: Rosebud Theater dependent on donations due to the current economic situation; condition of Twp. Rd. 263 (AR133). Discussion ensued.

Addendum to the Division 6 Councillor Report

Councillor Koester informed that the Wheatland Housing Management Body is requesting a 'letter of support' for the Town of Strathmore to put forward an application to the Province to support and accommodate a shovel ready project for a Seniors Facility as well as an area Hospice. Note: a copy of the correspondence was provided to Council for their review. Discussion ensued.

RESOLUTION CM-2020-05-22

Moved by KOESTER

APPROVAL that Wheatland County provide a 'Letter of Support' to the Wheatland Housing Management Body regarding the Seniors Facility and area Hospice project.

• Carried

RESOLUTION CM-2020-05-23

Moved by KOESTER

ACCEPTANCE of the Division 6 Councillor Report, as presented/provided

• Carried

3.7 Division 7 Councillor Report

A copy of the 'Division 7 Councillor Report' for the month of April 2020 was included in the agenda package; the report highlighted events/meetings. In addition, Councillor Armstrong provided an update regarding the following: operations - Drumheller & District Solid Waste Management Association; Southern Alberta Energy from Waste Association.

RESOLUTION CM-2020-05-24

Moved by ARMSTRONG

ACCEPTANCE of the Division 7 Councillor Report, as presented/provided

• 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 April 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 B. Henderson informed Council that odour complaints have been received in relation to the Green for Life (GFL) facility; County Administration will investigate this matter with GFL. The County Public Works Department will be addressing maintenance on Range Road 250, south of the facility.

RESOLUTION CM-2020-05-25

Moved by KOESTER

THAT Council accepts the Chief Administrative Officer report as information.

• Carried

4.1.2 2020 Fall Central (District 2) Rural Municipalities of Alberta General Meeting

Wheatland County is the host municipality for the 2020 Fall Central (District 2) Rural Municipalities of Alberta General Meeting scheduled for October 2, 2020. CAO B. Henderson presented a request for decision requesting Council direction regarding preferred location and venue (first option and alternate option). Discussion ensued.

RESOLUTION CM-2020-05-26

Moved by BIGGAR

APPROVAL for Wheatland County Administration to proceed with reserving the Rosebud Hall as the venue of Council's choosing to

host the 2020 Fall Central (District 2) Rural Municipalities of Alberta General Meeting on October 2, 2020.

FURTHER, approval for administration to pursue reserving the Cheadle Hall as the alternate location of Council's choosing should the first location be unable to accommodate the 2020 Fall Central (District 2) Rural Municipalities of Alberta General Meeting on October 2, 2020.

• Carried

4.1.3 Wheatland County Policy Restructure

CAO B. Henderson presented a request for decision pertaining to the proposed changes to the structure of Wheatland County's policies. A review of the proposed policy structure was provided on page 155 & 156 of the agenda package.

RESOLUTION CM-2020-05-27

Moved by ARMSTRONG

APPROVAL of the proposed changes to the structure of Wheatland County's policies contained in the attached document to accommodate the dissolution of Section 3 – General Policies.

• 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).

RESOLUTION CM-2020-05-28

Moved by IKERT

THAT Council accepts Corporate and Financial Services Report as information.

• Carried

4.2.2 Unaudited Financial Statements as of March 31, 2020

On behalf of the Department, CAO B. Henderson presented the County's Unaudited Statement of Financial Position and Unaudited Statement of Operations as of March 31, 2020.

RESOLUTION CM-2020-05-29

Moved by BIGGAR

ACCEPTANCE of the Unaudited Financial Statements as of March 31, 2020 as information.

• Carried

4.2.3 Safety Administrative Directive Update: Safety Directives 10.6 – 10.10

On behalf of the Department, CAO B. Henderson presented the request for decision providing an update on the Safety Administrative Directives. Note: Safety Administrative Directives included the following: 10.6.1 - Other Parties at or in the Vicinity of the Worksite; 10.7.1 - Inspections; 10.8.1 - Emergency Preparedness and Response; 10.9.1 - Incident Investigation; 10.9.2 - Work Refusals; 10.10.1 - System Administration.

RESOLUTION CM-2020-05-30

Moved by KLASSEN

ACCEPTANCE of the 'Safety Administrative Directive' Update, as information, as presented with the request for decision.

• Carried

4.3 Community and Development Services

4.3.1 Community & Development Services Report

General Manager M. Boscariol provided highlights from 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. Discussion ensued regarding the following topic: effects of pandemic on operations of municipal parks/playgrounds.

RESOLUTION CM-2020-05-31

Moved by ARMSTRONG

THAT Council accepts the Community and Development Services Report as information.

• Carried

4.3.2 Subdivision Extensions

On behalf of Community & Development Services, General Manager M. Boscariol presented the request for decision for subdivision time extension. A brief discussion followed.

RESOLUTION CM-2020-05-32

Moved by BIGGAR

APPROVAL of the subdivision time extension request for conditionally approved subdivision applications SD2016-17 (Rosebud River Ridge), SD2016-20 (Route 24), and SD2019-10 to October 1, 2020; based on the information provided in the request for decision.

• Carried

4.3.3 2020-2024 Capital Budget Revision - Re: Speargrass Recreational Area Project

On behalf of the Department, D. Rimes (Community Services Coordinator) presented a request for decision to reallocate the Speargrass Recreational Area Project work from 2021 to 2020.

RESOLUTION CM-2020-05-33

Moved by BIGGAR

APPROVAL that Wheatland County revise the 2020-2024 Capital Budget to reallocate the Speargrass Recreational Area Project work from 2021 to 2020; based on the information provided in the request for decision.

• Carried

4.4 Transportation and Agriculture

4.4.1 Transportation & Agriculture Report

General Manager M. Ziehr presented highlights from 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; Capital Works; CSMI (Cooperative Stormwater Management Initiative); Facilities; Gravel/Roads; Land; Wheatland Regional Water; Agriculture & Environment Report. Discussion ensued.

In addition to the report, discussion ensued regarding the following issues:

- Maintenance on Range Road 175 by Outside Party - General Manager Ziehr informed that an Access & Road Use Agreement was obtained.
- Sidewalk Program - no budget for 2020; tendering process for projects; possibility of utilizing local contractors in future.
- Township Road 263 (AR133) - poor road condition, provincial jurisdiction.

RESOLUTION CM-2020-05-34

Moved by KOESTER

THAT Council accepts the General Manager of Transportation and Agriculture Report as information.

• Carried

5. CORRESPONDENCE / INFORMATION

Prior to review of the correspondence/information items under agenda item 5.1, Reeve Link requested that Council include the Wheatland County correspondence to the Premier as an addition to the agenda.

RESOLUTION CM-2020-05-35

Moved by IKERT

APPROVAL that the meeting agenda be amended to include the following addition: Wheatland County April 23rd correspondence to the Premier of Alberta.

• Carried

RESOLUTION CM-2020-05-36

Moved by WILSON

APPROVAL that Wheatland County ratify the County's correspondence to the Hon. J. Kenney (Premier of Alberta), dated April 23, 2020, regarding 'golf courses'.

• Carried

5.1 Correspondence & Information Items

Council reviewed the correspondence/information items listed in the request for decision under item 5.1. Discussion ensued; the following was noted:

- General Manager M. Boscarol informed that the Bylaw for the Intermunicipal Development Plan (Wheatland County / Kneehill County) will be brought back to Council for consideration regarding third reading of the bylaw.
- Reeve Link requested that Council consider recognizing National Public Works Week.

RESOLUTION CM-2020-05-37

Moved by BIGGAR

APPROVAL that Wheatland County designate May 17th - May 23rd, 2020 as National Public Works Week.

• Carried

RESOLUTION CM-2020-05-38

Moved by ARMSTRONG

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

- Southern Alberta Energy from Waste Association – Re: Briefing Update 04.2020
- APWA Alberta Chapter (April 14/20) Correspondence – Re: National Public Works Week (May 17-23, 2020)
- Kneehill County (April 14/20) Correspondence – Re: Proposed Additional Changes to the Intermunicipal Development Plan

• Carried

6. CLOSED SESSION (IN CAMERA)

Note: During the regular Council meeting, a closed session was held. Members of Council declared that they are in a private (secure) location for the purpose of participating in the closed session. For the purpose of conducting the closed session, a separate dial up number would be provided to the participants.

Participants in the closed session included the following: all members of Council, Chief Administrative Officer, General Manager of Community & Development Services, General Manager of Transportation & Agriculture.

RESOLUTION CM-2020-05-39

Moved by LINK

THAT the meeting go into 'closed session' (in camera) - time 12:35 P.M., pertaining to the following:

Legal Matter (FOIP Act - Sec. 16) - Re: ASB Building Expansion
Labour Matter (FOIP Act - Sec. 17) - Re: Organizational Chart
Legal Matter (FOIP Act - Sec. 16) - Re: Lakes of Muirfield

• Carried

RESOLUTION CM-2020-05-40

Moved by LINK

THAT the meeting come out of 'closed session' - time 1:44 P.M.

• Carried

6.1 Motions Arising from Closed Session

Note: Councillor Armstrong left the meeting following the closed session due to other commitments.

RESOLUTION CM-2020-05-41

Moved by WILSON

APPROVAL of the contract release payment to Knibb Developments Ltd. in the amount of \$170,792.07 (inclusive of GST) for hard costs and loss of profit. Further, that this payment constitutes a full and final settlement and releases the County in the matter.

• Carried

RESOLUTION CM-2020-05-42

Moved by BIGGAR

APPROVAL of the revisions to the Organizational Chart – Section 1.6 of the Organizational Policies and the Pay Structure – Section 6.2.1 of the Human Resources Policies.

• Carried

7. **ADJOURNMENT**

RESOLUTION CM-2020-05-43

Moved by WILSON

THAT the meeting adjourn - time 1:58 P.M.

• Carried

Reeve

Chief Administrative Officer

Recording Secretary

BYLAW 2020-02 – (LU2020-02)
PUBLIC HEARING MINUTES – MAY 5, 2020

A Public Hearing for Bylaw 2020-02 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
Donna Biggar – Councillor, Division 3
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
Megan Williams – Planner II
Mackenzie Soltys – Communications Specialist
Margaret Desaulniers – Recording Secretary

Public Participants	One member of the 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 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’.
Presentation	<p>M. Williams, Planner II, presented the request for decision for Bylaw 2020-02; a bylaw to redesignate +/- 5 acres from Industrial General District to Commercial Highway District in order to facilitate the development of a service station and two fast food restaurants within the West Highway 1 Area Structure Plan. Staff informed that a stormwater management plan will be required with the development permit application. Note: the request for decision and supporting documents were provided to Council for review prior to the public hearing; a copy of the documents was included in the Council agenda package. Staff recommended that Council proceed with 2nd and 3rd reading of the bylaw.</p> <p>In addition to the report, staff informed that correspondence was received from the following area landowners:</p> <ul style="list-style-type: none">• H. & E. Boldt – expressed concerns regarding stormwater issues.• E. & H. Culshaw – expressed concerns regarding increased traffic; no access to proper septic system or water system; containment of run off. <p>(Note: staff read the submissions in full; copy of the correspondence to be included with the filing of the public hearing minutes):</p>
Comments	The applicant, S. Grande, briefly discussed stormwater management plans and informed that they are working on an interim solution for water & wastewater servicing.

BYLAW 2020-02 – (LU2020-02)
PUBLIC HEARING MINUTES – MAY 5, 2020

9:14 am
Close

Call to Close by the Chair
The Chair, Reeve Link, closed the Public Hearing – time 9:14 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

Unapproved Copy

BYLAW 2020-16 – Road Closure Bylaw
PUBLIC HEARING MINUTES – MAY 5, 2020

A Public Hearing for Bylaw 2020-16 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
Donna Biggar – Councillor, Division 3
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

Public Participants	No members of the 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 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: <u>PLAN # (to be filled in at time of Plan Registration)</u> BY ANDREW CAMMAERT, 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
Presentation	M. Ziehr, General Manager of Transportation & Agriculture, presented the request for decision for Bylaw 2020-16; a bylaw 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. No written submissions were received. Note: the request for decision and supporting documents (map illustrations & aerial view) were provided for Council review prior to the public hearing. Note: Bylaw 2020-16 (Road Closure) requires the approval of the Minister of Transportation prior to further readings of the bylaw.
Comments	In response to an inquiry, General Manager Ziehr informed that the road closure is based on the information received in the application.
9:20 am Close	<u>Call to Close by the Chair</u> The Chair, Reeve Link, closed the Public Hearing – time 9:20 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

May 19, 2020

Report prepared by: Megan Williams



Bylaw 2019-36: Speargrass Land Use District Amendments (Public Hearing, 2nd Reading)

Recommendation from Administration

Resolution 1: That Council undertake the Public Hearing for Bylaw 2019-36.

Resolution 2: That Council move Second Reading of Bylaw 2019-36, this being the bylaw for the purpose of amending the Land Use Bylaw No. 2016-01 with the changes as shown on the attached "Schedule A".

Chief Administrative Officer's Comments

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. 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 was included with the 1st Reading Request for Decision (RFD). Staff recirculated landowners within Speargrass for the public hearing and received a few additional comments. Only the submissions where staff obtained permission to include in the public hearing package, have been included.

Due to the COVID-19 pandemic, it was brought to the County's attention that some residents may be using their RVs to self-quarantine or to work remotely; therefore, staff is recommending withholding Third Reading of the Bylaw until such a time that quarantine and self-isolation measures are no longer necessary. This will avoid any short-term issues with enforcement.

Relevant Policies, Practices, and Legislation

The Economic Development Strategy identifies red-tape and difficult permitting processes as a challenge the County faces. Staff has been diligently working to decrease the amount of red-tape residents experience when submitting planning or development applications. Typically, fences that follow the land use bylaw do not require a development permit (as per Section 4.2.12). The intent of this bylaw is that all new fences within Speargrass obtain a development permit. This may be seen as an increase in the 'red tape' developers need to move through in order to build.

Staff also has concerns with the request to restrict the number of days a resident is allowed to store a

recreational vehicle on their parcel. It will be difficult and time consuming to enforce, with constant monitoring needed to confirm if an RV has been on a property for more than five consecutive days. Currently the Land Use Bylaw has the following regulation on Recreational Vehicle Storage throughout the County:

4.2.19 Recreational Vehicle Storage:

- a) The outdoor storage of unoccupied recreational vehicles on a parcel where there is an existing occupied dwelling unit, as follows:
 - i. Not more than five (5) unoccupied recreational vehicles on parcels greater than 2.02 ha (5.0 ac) located outside of Hamlet boundaries.
 - ii. Not more than three (3) unoccupied recreational vehicles on parcels less than or equal to 2.02 ha (5.0 ac) located outside of Hamlet boundaries.
 - iii. Not more than one (1) unoccupied recreational vehicle on parcels with a hamlet designation.

Within Speargrass itself, the Speargrass Low Density Residential District, the Speargrass Special Medium Density Residential District, and the Speargrass Medium Density Residential District all explicitly say only one uninsured recreational vehicle is permitted to be stored on site.

Alignment with the Strategic Plan

N/A

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

If approved, all the proposed amendments will only impact the Community of Speargrass. Anyone looking to build a fence in Speargrass will be required to obtain a development permit prior to construction; they won't be able to store their RVs on their property for more than 5 consecutive days; and no-one will be able to apply for a Dwelling, Secondary Suite within Speargrass.

Organizational

If approved, staff will need to update the Master Fee Schedule to add a fee for development permit applications for fences.

Staff will also need to track and monitor any complaints received regarding RVs stored on private properties in Speargrass. If enforcement is required, this could lead to applying for an injunction through the Queen's Bench Court in order to remove the RV from the property. It would be the County's responsibility to store the RV for at least 30 days (*MGA* s.610). Dependant on what permissions are granted in the injunction, the County may be able to bill the storage fees back to the owner.

Financial

N/A

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

If only granted Second Reading, Staff will relay the information to the applicants. Council will have until April 7th, 2022 to grant Third Reading to the bylaw before it expires.

If granted Third Reading, staff will inform the applicants and update the land use bylaw.

Report Approval Details

Document Title:	Bylaw 2019-36 PH and 2nd Reading.docx
Attachments:	- Bylaw 2019-36 LUB amendment - Speargrass.docx - FOIPed package.pdf
Final Approval Date:	May 11, 2020

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



Sherry Baers



Matthew Boscarol



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).



Comment Summary

Date: May 19, 2020

Application: PL2019-01; Speargrass Land use bylaw amendment Bylaw No 2019-36

Staff circulated internally, external agencies and landowners within the community of Speargrass. The following comments were received from internal departments and external agencies.

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.</p> <p>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.

Staff also received numerous comments from Speargrass landowners. Comments were sent in prior to the circulation for public hearing and during it. The comments staff received prior to the circulation for the public hearing required permission to include in the Council package as the submitters would not have been aware the letters could become public information. All the comments staff received permission for are included below. For transparency purposes, staff did not receive permission from one commenter, who were in favour of the changes. Their letter was not included in the package.

One comment received didn't have an explicit opinion but contained several clarification questions that Staff felt were important and so were still included in the comment package with Staff's responses.

The applicant also went door-to-door prior to the Open House to obtain signatures for their application. Four were submitted, Staff included one submission in the package for brevity. All four were in favour of the amendments.

In total there were 11 comments in favour of the bylaw and 4 against it. These numbers include the letters staff was unable to obtain permission from.

Megan Williams

From: [REDACTED] FOIP 17(1)
Sent: December 24, 2019 9:52 AM
To: Megan Williams
Subject: File #: PL2019-01

Star Note: Commentor has since moved out
of the Speargrass Community -MW

Hello Megan, FOIP 17(1)
I recently received the letter in regard to File #: PL2019-01 in regards to the proposed land use bylaw
amendments in Speargrass. Our home address is [REDACTED] My wife, Julie, and I wont be available
to attend the open house. However, we felt that we would like to share our opinions.

We are adamantly against having people store their RV's on their personal property (Driveways) as we feel that
it impedes the aesthetics of the community. We also feel that there is indeed no need as there is ample RV
storage for all residents at Speargrass in the community storage area.
Secondly, we are against any changes to the fencing bylaws that were originally outlined within the community
bylaws. We feel that the current bylaws are inline with the open community feel that exists within Speargrass,
and that changes to those bylaws would adversely affect the aesthetics of the community.

If you require any further information from me, please let me know.

Thanks

[REDACTED] FOIP 17(1)

#2 From: TS Enterprises

Sent: January 2, 2020 3:20 PM

To: Megan Williams <megan.williams@wheatlandcounty.ca>

Cc: [REDACTED] FOIP 17(1)

Subject: Speargrass proposed by-law changes

Hello Megan,

I just wanted to be sure that my concerns were considered just in case we are not able to make it to the January 16 open house in Carseland.

The notice we received from the County regarding the open house indicates that the purpose of the meeting is to "inform the residents of Speargrass of the proposed amendments, and to better understand how the proposed amendments would impact them"... I read proposed which to me means not in place yet, but have they have already been drawn up and/or approved by the County? Is it possible to get a copy of them sent to me?

Firstly, the change of secondary suite from discretionary use... what is the reasoning for this? This concern was brought up at the annual general meeting of the community association last fall and I was not in favour of this then and still am not today.

Apparently there was a petition being taken door to door by a resident for this change and I trust this is the reason for this open house. Who fills out an application to change a land use bylaw - any resident of the county?

We currently live in an ever aging population with continually rising health care costs and it is my understanding that governments throughout the country are encouraging secondary suites or even second residences on single lots where in the past they were not allowed. This to allow residents to assist in daily care and living of elderly family members, have additional income, or have population density without additional physical housing. A good example that is close to us are Calgary and Strathmore. Calgary is changing or reducing their basement suite development bylaws to encourage this development and Strathmore currently has one development with a second smaller residence on the same property and are currently in the development stage of a second development. Why is Wheatland County looking to step backwards in not allowing similar developments? As was stated by a board member at the fall AGM, that "Speargrass is an estate golf course development" or refer to some fellow residents as "just those renters" is pure pompous and disrespectful and not a message that we as a community or you as a municipality should want portrayed. The argument of reducing property values is a myth... look at areas in Calgary where they have changed the bylaws - those property values in some cases increased by up to 35%. Those who say it will hinder the view or the optics of the other residences are also unfounded... these secondary suites in most cases are invisible. Detached secondary suites on the other hand, like those in Strathmore, are not invisible.

Perhaps there are residents who need the secondary suite rental income to make ends meet because they are laid off in this current economy, perhaps they need this secondary suite for an aging parent because there is no senior housing available, perhaps they need this secondary suite because the resident is aging and likes the security of someone else in the house... there could be many reasons, all of which are **NONE** of our business.

Secondly, RV parking on private property... If this becomes the case, then I strongly believe the County should take control back of the RV Storage area that they rent to the community association and use of this storage area by residents be free and included in our property taxes.

Thirdly, fencing within Speargrass... my understanding is that this is already spelled out in the development information that homeowners already have? I am quite certain that I was provided this information when I built my house in 2015... What is there to discuss? Perhaps the existing rules (there are many more than just the type of fencing that are being ignored) need to be enforced first!

I think Albertans in general are tired of additional taxes being implemented and rules being put in place to tell citizens what they can and can not do on their own property, and so why on Gods green earth would Wheatland County even entertain an idea that will put themselves in a position of unnecessary conflict? The current provincial government even went as far as to create a "Ministry of Reducing Red Tape", so even they are working towards less government involvement.

Regards,

[REDACTED] FOIP 17(1)

#2 response

Megan Williams

From: Megan Williams
Sent: January 8, 2020 11:11 AM
To: TS Enterprise
Cc: Matthew Boscariol
Subject: RE: Speargrass proposed by-law changes

Good afternoon [REDACTED] FOIP 17 (1)

Thank you for your email. The open house on the 16th is an opportunity for me to get some feedback from Speargrass residents before I take the application to Council for First Reading. There will also be a public hearing, which will be advertised and landowners in Speargrass will receive mailed notification of the date once it's scheduled. This will be another opportunity for you to provide comment. If you'd like, I can include your comments below as part of the public hearing (meaning, it will be public information) so you won't have to resubmit them. If you do not want them to be included as a comment for the public hearing let me know and I won't include them.

The proposed amendments haven't gone before Council yet, so Council hasn't had an opportunity to review or make a decision. I'll be making a presentation for the open house to explain to the residents what the proposed changes are, and to gather feedback to supplement the report that will go to Council. Once I've completed that presentation, I'll email it to you so you can view it as well.

Anyone can apply to amend the land use bylaw, they don't necessarily have to be a resident of the County.

As the fencing requirements are part of the community's architectural guidelines and not in the land use bylaw, the County cannot enforce those guidelines. The purpose behind the applicant asking for the fencing requirements to be put in the land use bylaw is so the County can enforce those guidelines.

I believe that touches on all of your questions below, if I've missed any or if you wanted further clarification, please let me know. If you don't receive the presentation from me by the 16th, just send me a reminder email.

Thanks again!

Megan Williams, BCD | Planner II | 403-361-2162



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Computer viruses can be transmitted via email. Recipient should check this email and any attachments for the presence of viruses. Sender and sender company accept no liability for any damage caused by any virus transmitted by this email. This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal and or privileged information.

Any communication received in error, or subsequent reply, should be deleted or destroyed and the receiver should notify Wheatland County by reply.

Megan Williams

From: [REDACTED] FOIP 17(1)
Sent: January 23, 2020 3:37 PM
To: Megan Williams
Subject: Re: Speargrass land use bylaw amendment open house summary

Hi Megan,

I didn't send in my comments in time, but I would like to let you know that I am opposed to the possible Secondary Suite Amendment. It is already discretionary use so if the situation is inappropriate the county already has checks in place for this. Completely disallowing certain uses of our homes that we own is not something I am in favour of. Also there is nothing wrong with renters, they are valuable members of our community.

I also oppose the fencing amendment because right now not allowing a back fence defeats the purpose of having even side fences. I think we should allow black chainlink fences on the back behind the wooden ranch fencing because they are not very visible and much classier than chicken wire. Chicken wire does not stop dogs, coyotes, or deer. The chicken wire is an eyesore for this community. Many houses already have the black chainlink and it looks nice.

Thank you,

[REDACTED] FOIP 17(1)

#4

Megan Williams

From: [REDACTED] FOIP 17(1)
Sent: January 24, 2020 12:29 PM
To: Megan Williams
Subject: Speargrass Proposed Land Use Bylaw Amendment

01/24/20

Hi Megan

Thank you for the opportunity to voice our concerns on the Proposed Land Use Bylaw Amendment 01/16/20.

We are in favour of amending the bylaw to totally restrict secondary suites in the community.

In our opinion secondary suites could;

Lower our property values by changing the character of our community from a golf course community to a high density one.

Create parking problems with the extra vehicles/rv's etc that could come with higher population density.

Increased crime with a more transient population.

The suggested 5 day time limit on driveway rv parking would be great. We have no time limit now and I think most residents would honour the 5 day period.

The suggested restriction to 5ft black chainlink fence and/or rail fence would also be good.

Thank you,

[REDACTED] FOIP 17(1)

Megan Williams

From: [REDACTED] FOIP 17(1)
Sent: January 25, 2020 3:44 PM
To: Megan Williams
Subject: proposed Land Use Bylaw Amendment

Good afternoon Megan: Thank You to You and the additional staff that were able to attend the open house Jan.16 in Carseland. As a resident of Speargrass both Raelene & Myself agree that the bylaw be ammended to remove secondary suites as a discretionary use for a number of reasons.

- * additional parking in Our cul de sac
- * vehicles parked on street. Impeding emergency vehicle's,snow removal etc.
- *I've witnessed first hand how properties are maintained (or lack of) particularly rental units.
- *Property value's eroding due to the nature of secondary suite's & rental's *increased noise level's
- * If the current owner's were to sell My concern would be that now the property could be rented as two units.

We have lived in this community for almost 11 years and We purchased under the assumption that Speargrass was built as a upscale golfing community.
We feel that allowing secondary suite's to go forward will drastically change the fabric of Our community .

Thank You for considering Our concerns !

Respectfully

[REDACTED] FOIP 17(1)

Having attended the Open House meeting on Jan. 16 regarding proposed bylaw changes for the Speargrass Community, I came away with many questions, some confusion and some personal uneasiness.

Questions/Concerns:

- 1) **When did Secondary Suites as a discretionary item become part of the existing Land Use document for Speargrass?** Has this always been on the document? Did original homeowners simply not know of its existence? If not an original part of the Land Use regulation – how and when was it included?

Why is it now an item of contention? It appears that a recent indication by a home owner that they would like to pursue creating a secondary suite has produced a very strong reaction from residents. Despite the current allowance of a secondary suite, provided that it meets the requirements determined by the County – many Speargrass residents would like to squash this existing right.

- 2) **How is municipal policy determined?**

I have strong reservations about the process which could enable some residents to determine how other residents are allowed to use (or not use) their privately owned property. How is it that the County will determine a policy that will affect all residents? Is a majority vote by Speargrass residents required? Is that based on attendees of particular gathering or through an owner registry format? Does public opinion determine municipal policy?

A portion of attendees at the Open House were vocal about their opposition to Secondary Suites. Within the community there has been a strong drive to gather support for this position which has included an element of pressure. In this small, closely connected community, it can be uncomfortable to voice an opposing viewpoint. I would suggest that this “hot item” drew a louder voice at the Open House and may have reflected the position of many of the Speargrass residents, but certainly not the only position. Time restrictions meant that not all people wishing to speak had the opportunity. (My hand was raised more than once- but I was not able to ask my questions). While I appreciated the address of the Peace Officer – his lengthy discourse took up a lot of time. Perhaps having slips of paper where comments/questions could be written would be an expedient way to gather information.

There were several statements that were made as if they were facts. I submit that most were opinions.

- a) secondary suites would cause parking issues. (I believe all units have double wide driveways and the depth to accommodate 2 cars deep **plus** the garage space). There are currently a few vehicles that are often parked on roadways and aren’t causing adverse impact to driving through the community.
- b) property values would be negatively impacted. (I don’t know if this is true – is it just a perceived fear?)

- 3) **Additional comments**

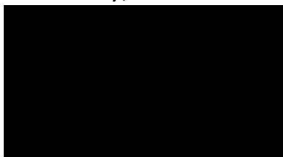
- a) There are some dwellings in Speargrass that are currently being rented out. In the recent past – one of these was the home with garbage left sitting and a derelict vehicle. In this case, lack of supervision of the owner seems to have been part of the problem. The owner, however, had every right to rent out his property.
- b) There seems to be a fear that there would be an increase in Secondary suites. My understanding is that there has only been one previous application (which was denied). For the higher priced home properties – it seems unlikely that there would be more than the occasional circumstance when a secondary suite use would be pursued. Most homeowners who can afford these houses would not be looking to have renters and quite appreciate the lifestyle of single dwelling home ownership.

- c) There is an undercurrent of elitism that appears to be tied to this golf course / estate home community. Whether this status is perceived or tied to the original concept of the developer and the way the development was marketed, it has little room for the inclusion of other options within the community. Again, I find this interesting, given that the existing Land Use Policy for Speargrass includes the possibility of Secondary Suites at the discretion of the County.
- d) I trust that the County committees would look at all factors affecting the development of a Secondary Suite and that an approved application would not open the floodgates to a heavy conversion of single family homes to multiple family use.
- e) One last question that would address the concern that a home with a secondary suite could become a **two unit rental**. Is it possible to restrict a secondary suite to be in use only when the primary homeowner continues to be living in the home?

My husband and I, ironically, are current renters in Speargrass, who have found living here to be a wonderful experience and who have subsequently worked diligently to find and complete the transaction of the purchase of a home in the community. We will take possession of our new home in May and our current residence is likely to continue to be a rental property with new tenants. Our landlord lives in the Speargrass community, and the option of a rental property has been a great situation for both him and us. I don't see secondary suites as being much different.

Thank you for taking the time to consider the opinions presented in this letter.

Sincerely,



FOIP 17(1)

Megan Williams

From: Megan Williams
Sent: February 3, 2020 12:56 PM
To: [REDACTED] FOIP 17(1)
Subject: RE: response re: Speargrass bylaw amendment proposal

Good afternoon Maureen,

Thank you very much for your response. Would you permit me to include it in the package I present to Council? If you agree, it would become part of public record.

I've answered your questions below:

- 1) When did Secondary Suites as a discretionary item become part of the existing Land Use document for Speargrass? Has this always been on the document? Did original homeowners simply not know of its existence? If not an original part of the Land Use regulation – how and when was it included?**

I did a bit of sleuthing and found in the original iteration of the Speargrass Districts, 'secondary suites' were not a use. The Land Use Bylaw was amended on July 16, 2012 which added 'secondary suites' as a discretionary use in 6 residential districts throughout the County, which included Speargrass Low Density Residential and Speargrass Medium Density Residential Districts. It was advertised in the Strathmore Standard for two weeks prior to the public hearing. It does not appear that the amendment was circulated to individual land owners. This amendment was carried forward in the most recent version of the land use bylaw.

- 2) Why is it now an item of contention?**

There was recently an application for a secondary suite. This has been the first development permit application for a secondary suite since the aforementioned amendment.

- 3) How is municipal policy determined?**

The public can request a change/a new policy (or regulation, or bylaw), staff may bring forward a change/a new one, or it may be a direction from Council. Whether a new (or amendment to an existing) policy, regulation or bylaw is passed is Council's decision. Depending on how the policy/regulation/bylaw is enacted, the public, County staff, and other governing bodies (Alberta Health Services, other municipalities, Alberta Environment and Parks etc) can provide comment. I'll give you an over-view of the process for this bylaw change to help explain it:

Some residents from Speargrass came forward with proposed land use bylaw (LUB) amendments. Any amendments to the LUB must have three bylaw readings and a public hearing before the amendments can be enacted. As the proposed amendment would be removing a use and creating more restrictions for the community, I opted to hold an open house to gather feedback and to give the residents of Speargrass some notice ahead of the public hearing that a change had been proposed. I will be taking all the comments I've received thus far (with permission), as well as those submitted for the public hearing and compiling them for Council to review. This will include a summary that shows how many comments I received in support and those in opposition of the proposed amendments.

Any comments received may have an influence on Council's decision, but ultimately it is their own to make.

- 4) Is it possible to restrict a secondary suite to be in use only when the primary homeowner continues to be living in the home?**

No, this would be beyond the County's jurisdiction to enforce.

Again, thank you very much for your comments and questions. Please let me know if there were any I missed, or if you have further questions.

Megan Williams, BCD

Planner II, Wheatland County



242006 Range Road 243
HWY 1 RR 1, Strathmore AB, T1P 1J6

Phone: 403-361-2162

www.wheatlandcounty.ca



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From: [REDACTED] FOIP 17(1)
Sent: January 31, 2020 1:24 PM
To: Megan Williams <megan.williams@wheatlandcounty.ca>
Subject: response re: Speargrass bylaw amendment proposal

[REDACTED] FOIP 17(1)

February 9, 2020

FOIP 17(1)

Megan Williams, BCD Planner II
Wheatland County
242006 Range Road 243
RR1, Hwy. 1
Strathmore, AB
T1P 1J6
Phone: 403-361-2171
Email: megan.williams@wheatlandcounty.ca

Re: Proposed Land Use Bylaw Amendment Speargrass

Dear Megan,

Thank you so much to you and your staff for: sending out letters and organizing the Open House, held at Carseland Community Hall, on January 16, 2020. This meeting was to discuss three proposed land Use Bylaw Amendment for the Speargrass Low Density Residential & Speargrass Medium Density Residential Districts Wheatland County.

The first amendment was to discuss removing Dwelling, Secondary Suites as a discretionary use in Speargrass. As a Speargrass resident for twelve years we are in total support of this amendment to remove Dwelling, Secondary Suites as discretionary use.

We left the busy city and built our dream home, on the "*Banks of the Bow*" on Speargrass Golf Course - we love the country lifestyle! Speargrass is still a growing community and unfortunately due to the land developer passing away, his will being probated and the down turn economy, Phase II remains unfinished. Speargrass is still trying to sell lots; we want people to buy homes not rent suites. We need stability in our growing community and people who display pride of ownership. Never in my imagination would I have thought, we would face this issue. It is unbelievable that someone would want to rent out part of their home when they live on a golf course! Renters are more transient than home owners and in many cases do not take care of the property as well as home owners. When my husband and I purchased our home in Speargrass, we were told we were buying an *Executive home on the Banks of the Bow*. We support the bylaw amendment to remove Dwelling, Secondary Suites as a discretionary use in Speargrass Low and Medium Density Districts. It is our belief that if Wheatland County does not amend this bylaw that it would set a dangerous precedent; one that would change the fabric of our community and its potential growth for years to come.

In respect to RV Parking and not allowing residents to park their RV's on their properties for longer than a five-day period, we also support this amendment. Ten years ago, with the help of Wheatland County we built an RV Storage area in our community. This was done to help beautify our community but it is also a safety issue. When backing out of your driveway and your neighbor has a 40' RV on their parking pad, it can be very challenging especially when kids are walking to catch the bus in the mornings. The Speargrass Community Association has made RV Parking very reasonable (\$200.00 - \$250.00 per year)

for their residents; to encourage resident's not to park in their driveways. For the most part most resident's do use the community RV parking; however, in the past we have had issues with dilapidated units parked on driveways indefinitely; which made the community look run down.

Lastly, to the issue of amending the fencing bylaw to the type of fencing material to a maximum of 5' high. By doing this it will keep our Speargrass Community with a uniform look; we are also in support of the proposed bylaw amendment. We are only allowed fences in our back yards. If properties all have either *Corral Fencing* or *Black Chain Link Fencing* it keeps a nice consistent look for our community. It is also the reason why some residents who have pets, put up chicken or hog wire on their corral fencing; because we live in the country with wide open spaces where you can see for miles!

Normally Megan, I believe community residents are not so involved with these types of issues. With Jim Goodbrand (Speargrass land developer) passing away and the family not interested in our community; it has left us as residents, the ones to maintain our community standards. We as land owners have invested in both Speargrass and Wheatland County and we need to try and protect our financial investment which is our home and the fabric of our community. Thank you for your time and your help – we believe that by making these three Bylaw Amendments it will help make Speargrass a desirable place to live in the future; once the economy turns around.

Sincerely,

A solid black rectangular box used to redact the signature of the sender.

FOIP 17(1)

Megan Williams

From: [REDACTED] FOIP 17(1)
Sent: February 9, 2020 8:40 PM
To: Megan Williams
Subject: Secondary Suites in Speargrass

Hi Megan,

I hope my email doesn't come to you too late!

My opinion regarding the secondary suites is that we should not have this approved. When we, my husband & myself, bought our house in Speargrass back in 2013 we gladly accepted long commute to Calgary for work and such. We've seen Speargrass as a wonderful, secluded oasis that is worth the commute.

This is not a place where you buy a property only to have a secondary suite so to actually make some money; this is a place where you buy a property to live and enjoy a life that feels peaceful, friendly, a place where you know everybody and everybody knows you, a place where I even don't bother locking my door, a place where when I forgot my garage door opened and left my house, nothing bad happened, a place where my neighbours shovel my driveway snow when they know I am not home or when I had a busted knee.

Secondary suites would not only bring our properties' value down but also a feeling of insecurity.

Thank you very much for all your and your team at Wheatland County work and continuous effort to make all of us feeling that you care about us!

Sincerely,

[REDACTED]
FOIP 17(1)

Megan Williams

From: [REDACTED] FOIP 17(1)
Sent: April 21, 2020 1:07 PM
To: Megan Williams
Subject: Re: Speargrass LUB amendment Public Hearing Date

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Comments for meeting

We are opposed to some of the new requested bylaw changes:

Discretionary suites should still be allowed, especially in these times when there are so many people unemployed. Strathmore times had a recent article on the front page indicating how advantageous suites can be to a community. In the article, the opinion of realtors was that this did not impact property values negatively. It seemed one of the main objections was that there were concerns it would not be owner occupied. If you have to make a change make that a requirement. Renters are not criminals. I think it is discriminatory to view secondary suites as bringing in undesirable elements. Owners will review the applicants as they want the best for their properties as well. There are times in people's lives where extra income support might be needed for periods of time, due to illness, breakup of marriage or temporary loss of employment. They should be given community support and time to get back on their feet. They should not be penalized and forced to sell their homes because some individuals do not LIKE the idea or concept of secondary suites.

Parking was only indicated as an issue when people were having parties etc. This has nothing to do with secondary suites if the property can support the parking.

Parking of trailers

Do not support this change as well. It will cause dissent in the community because it cannot be properly monitored and cause people to be angry and report on each other. It would be better to have it as something more sustainable ie allowed from May to end of October only. This way it is clear to all and can be enforced.

Respectfully

[REDACTED] FOIP 17(1)

January 1, 2020

Megan Williams, BCD
Planner II
Wheatland County
Hwy 1, RR1
Strathmore, AB T1P 1J6

Dear Megan,

I am a Speargrass resident and unable to attend the meeting at Carseland Community Hall, Thursday January 16, 2020. I understand this meeting is to discuss the proposed Land Use Bylaw Amendment's for Speargrass Low Density Residential (SLDR) & Speargrass Medium Density Residential (SMDR) Districts in Wheatland County.

It is my understanding we will be discussing three Bylaw Amendment's for Speargrass Low Density Residential & Speargrass Medium Density Residential Districts in Wheatland County which are:

- 1) To remove Dwelling, Secondary Suites as a discretionary use
☒ I Agree RL (initials) ☐ I Disagree _____ (initials)
- 2) To eliminate RV's being stored on private properties for longer than a five (5) day period
☒ I Agree RL (initials) ☐ I Disagree _____ (initials)
- 3) To restrict fencing to "corral" fencing or black chain link fencing to a maximum of 5 feet high
☒ I Agree RL (initials) ☐ I Disagree _____ (initials)

In my absence and as a resident of Speargrass (SLDR) of legal age; please accept this letter as my vote in respect with the above three (3) proposed Land use Bylaw Amendments for the Speargrass districts (SLDR and SMDR) in Wheatland County.

February-12-2020

Sherry L. Baers
Manager of Planning & Safety Codes Services
Wheatland County

✓ Cc:

FOIP 17(1)

Re: Land Use Bylaws for the Speargrass Community

This is written as a follow-up to the Open House held in Carseland on January 15, 2020. I was one of the residents who spoke that evening as both my wife and I feel very strongly about the issues presented.

Secondary Suites in Speargrass

I believe the County should be well aware of how the majority of our residents feel based on the written comments signed by most of our residents which were presented to the Councillors prior to the County Meeting on October 08th, 2019. At this Meeting the Application for Secondary Suites was turned down.

FOIP 17(1)

and I, like many residents, decided to purchase a home in Speargrass because we believed it represented a community of executive and professional style properties. Owners take great pride in their homes whereby they work continually to upgrade their properties. Rental properties do not draw, on average, the type of residents who have "pride of ownership". Also, rental properties where there are absentee owners, show less interest in maintaining the property up to the same standards as an owner. This has been demonstrated clearly over the past few years here in Speargrass i.e., garbage accumulated and left on the front entrance or on the driveways, old vehicles and camper trailers with flat tires left on driveways indefinitely. Can you imagine how these problems would double in size if there were two rentals on the same property? Allowing secondary suites will absolutely destroy the quality of properties in Speargrass and definitely lower all resale values.

Trailers, Campers and RV's Parked on Driveways

We currently have a problem as some residents feel they have the right to park their RV or truck and camper on their driveway from May to October whether they are used once, twice or never. The more RV's parked on driveways the greater the negative impact it has on the appearance of our Community. In some cases RV's and such mentioned vehicles, are left on the driveway for the full year.

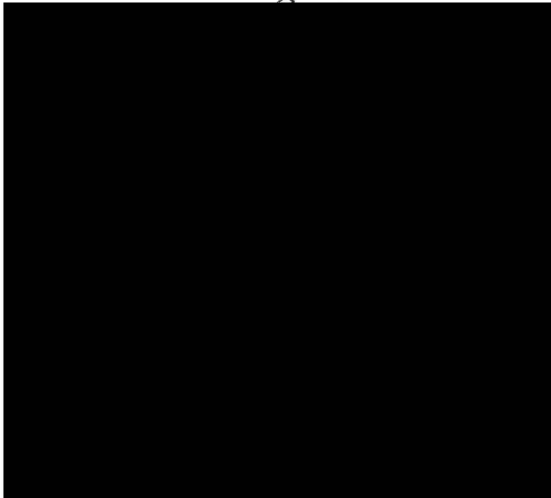
We believe the Bylaw should state that RV's and such vehicles are only allowed on a driveway for a maximum of 5 days prior to or after using.

Architectural Guidelines

To maintain high and consistent standards in a Community like Speargrass is a must. We have one example of a recent construction that used white siding. This property is on the main roadway through our area and it shows what a disgrace and problem you can have where there are NO building standards in place.

After attending your Open House on January 15th, I came away very concerned. It seemed that the very few residents who supported secondary suites and allowing RV's etc. to be parked on driveways, were quick to voice their comments. Unfortunately the silent majority who believe like [REDACTED] and I do, are often too quiet. However, when most residents were contacted prior to the County Meeting on October 08, 2019, almost everyone strongly agreed and signed the letters presented.

FOIP 17(1)



FOIP 17(1)

Att'n Megan Williams
Wheatland County

I feel compelled to add my voice to the issue surrounding the land use bylaw amendment.

On the issue of secondary suites:

I heard people say that they bought an executive home on a golf course and expect it to stay that way. I would like to point out that Speargrass as an "executive" community is currently failing, and for the benefit of all residents a more progressive attitude is required.

When I bought my home, secondary suites, on a discretionary basis, were allowed and I would like it to stay that way. So, are my rights less important to those who would now like to make a change? I don't think so.

I was able to be on the outside looking in as these concerns began to arise. It appeared that there were bullying tactics being used to gain signatures on the petition that was circulated. I personally felt intimidated into signing the petition and strongly regret doing so. A number of people, I have talked to, feel the same way.

Regarding the comments surrounding parking due to increased occupancy. Speargrass is very far from being a sold out community and is likely to remain that way for the foreseeable future. There is adequate room for parking on the large driveways and I don't see this as a concern. I think it's highly unlikely that every house in Speargrass is going to suddenly put in a secondary suite. I would be surprised if there were more than a handful during the next decade or so.

It also appeared to me that some of the people objecting to secondary suites on the grounds of insufficient parking, were all too willing to overlook the parking of their trailers on their driveways for extended periods of time. Whilst I do not have concerns regarding the parking of trailers on somebody's personal property, the hypocrisy was not lost on me.

Many Albertans are struggling in the current economy and converting their home to have secondary suite may allow them to stay in their home to ride out the recession.

It may also encourage some younger people to get on to the property ladder in this community. If they were given the option to enhance their financial circumstances by being able to rent out a suite, they may be able to reach their goals of home ownership. Incase some folks have not noticed more and more young people are choosing to rent. If this continues, the possibility of being able to sell your "executive" home for a decent value will become more remote. If nobody is getting on the ladder at the bottom there will be nobody to move up into a bigger home. It's time to open our eyes.

I'm also concerned about our aging population. Many seniors are on a fixed income and whilst that income seems adequate right now It may not be adequate 10 or 15 years from now. A secondary suite may be a way for a senior to remain financially independent. It could also be an option for a caregiver to have separate living quarters whilst remaining close at hand.

I strongly oppose any amendment to the bylaw regarding secondary suites.

I would also encourage the county to allow the current application for a secondary suite. I applaud people using their common sense and ingenuity to pursue a successful retirement in whatever way they can. It makes sense to me in a difficult selling market to make the best of what you have.

I hope that my comments will be considered in the decision making process. I do however expect my privacy to be respected. I feel like this issue has the potential to have a polarizing effect on our community and I don't wish to have any ugliness banging on my door.

Regards

[REDACTED]

Wheatland County

Request for Decision

Regular Council Meeting

May 19, 2020

Report prepared by: Megan Williams



Kneehill/Wheatland County IDP Third Reading

Recommendation from Administration

Resolution 1: That Council move to accept the following amendments to the Kneehill/Wheatland IDP Bylaw 2019-33:

- Section 4.2.13 – include wording ‘where no approved ASP or ACP is in place’.
- Revise notation under Section 2 – Natural Landscape (pg. 14 of the IDP) to read as follows:
The Rosebud River defines part of the border between the two Counties. The river valley area in both Counties is environmentally significant. Some conservation efforts exist in the area.

Resolution 2: That Council move Third Reading of Bylaw 2019-33, as amended, this being the 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.

Chief Administrative Officer's Comments

N/A

Report

The Kneehill/Wheatland County IDP received First and Second Reading on March 24, 2020. As the public hearing had been tabled on December 17, 2019, it was lifted from the table and additional comments were made by the public. This resulted in Council amending the Kneehill IDP and directing Staff to request an intermunicipal committee meeting with Kneehill to discuss the amendments.

As Kneehill County Council had already granted Third Reading to the IDP, they were not willing to go through discussions and the amendment process. Kneehill County Reeve sent a letter to Wheatland County Council explaining that the IDP allows for regular review periods and suggested that the amendments could be proposed at that time. After receipt of this letter, Wheatland County Council requested the Kneehill IDP be brought back for Third Reading. In order for the IDP to be in force both Kneehill and Wheatland's versions of the IDP must match; as such Staff is recommending amendments to Third Reading that replace the amendments made during Second Reading.

Relevant Policies, Practices, and Legislation

Municipal Government Act – S. 631

South Saskatchewan Regional Plan

Regional Growth Management Strategy

Municipal Development Plan

Interim Regional Evaluation Framework S.4

CMRB Interim Growth Plan

Alignment with the Strategic Plan

N/A

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

The IDP provides a framework on how applications are circulated, policies for addressing development of lands within the Plan area, and a dispute resolution process.

Organizational

N/A

Financial

N/A

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

Staff will notify Kneehill the IDP has been granted Third Reading. The IDP will be posted on the County website.

Report Approval Details

Document Title:	Kneehill IDP 3rd Reading.docx
Attachments:	- Bylaw 2019-33 Kneehill IDP.docx - Kneehill and Wheatland County IDP Draft v8 - February 11, 2020-Clean.pdf
Final Approval Date:	May 11, 2020

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



Sherry Baers



Matthew Boscarol



Brian Henderson

BYLAW 2019-33

BEING A BYLAW OF WHEATLAND COUNTY 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.

WHEREAS Section 631(1) of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 requires that two or more Councils of municipalities that have common boundaries must, by each passing a Bylaw, adopt an intermunicipal development plan.

AND WHEREAS the Council of Wheatland County wishes to adopt an intermunicipal development plan in consultation with Kneehill County to be compliant with the recent amendments to the Municipal Government Act (MGA), Revised Statutes of Alberta 2000, Chapter M-26.

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

AND WHEREAS a Public Hearing was held on December 17th, 2019 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 enacts as follows:

1. Council shall adopt the Wheatland County and Kneehill County Intermunicipal Development Plan, as attached and forming part of this bylaw.
2. This Bylaw comes into force when it receives third reading and is signed by the Reeve/Deputy Reeve and the CAO or Designate as per the *Municipal Government Act*.
3. The Wheatland County and Kneehill County Intermunicipal Development Plan comes into force when Wheatland County and Kneehill County give third readings to their respective bylaws.

KOESTER MOVED First Reading of Bylaw 2019-33 on March 24, 2020, **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.

ARMSTRONG MOVED Second Reading of Bylaw 2019-33 on March 24, 2020, as amended, and it was

Carried.

_____ **MOVED** Third and Final Reading of Bylaw 2019-33 on _____, as amended, and it was

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

- Section 4.2.13 – include 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. Some conservation efforts exist in the area.

Carried.

Reeve – Amber Link

Chief Administrative Officer –
Brian Henderson

Kneehill County & Wheatland County

Intermunicipal Development Plan

Bylaw No. xx
&
Bylaw No. 2019-33



ACKNOWLEDGEMENTS



Table of Contents

1	INTRODUCTION	5
1.1	PURPOSE OF THE PLAN	5
1.2	MUNICIPAL PROFILES	8
1.3	LEGISLATIVE REQUIREMENTS.....	8
2	PLAN AREA.....	11
2.1	PLAN AREA CHARACTERISTICS	11
2.2	LAND USE DESIGNATIONS	18
2.3	OTHER PLANS	18
3	INTERMUNICIPAL LAND USE POLICIES.....	20
3.1	GENERAL LAND USE POLICIES	20
3.2	AGRICULTURE	21
3.3	RESOURCE EXTRACTION & ENERGY DEVELOPMENT	22
3.4	RENEWABLE ENERGY DEVELOPMENT	23
3.5	TRANSPORTATION.....	23
3.6	TELECOMMUNICATION TOWERS / UTILITIES	24
3.7	RECREATIONAL DEVELOPMENT	25
3.8	NATURAL ENVIRONMENT	25
3.9	WATER QUALITY AND FLOOD PROTECTION.....	26
3.10	INTERPRETATION	27
4	PLAN ADMINISTRATION AND IMPLEMENTATION.....	28
4.1	INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE	28
4.2	INTERMUNICIPAL REFERRAL POLICIES	30
4.3	PLAN VALIDITY	32
5	DISPUTE RESOLUTION.....	34
5.1	GENERAL DISPUTE PROCESS	34

APPENDIX A | DEFINITIONS

Table of Maps

MAP 1: REGIONAL CONTEXT.....	6
MAP 2: IDP PLAN AREA.....	12
MAP 3: SOIL CLASSIFICATION	13
MAP 4: ENVIRONMENTAL CONSIDERATIONS.....	15
MAP 5: HYDROLOGICAL AND ROAD NETWORK.....	16
MAP 6: ENERGY	17
MAP 7: LAND USE DESIGNATION.....	19

Table of Figures

FIGURE 1: DISPUTE RESOLUTION FLOW CHART	36
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1 INTRODUCTION

1.1 PURPOSE OF THE PLAN

The purpose of the Kneehill County and Wheatland County Intermunicipal Development Plan (IDP) is to foster a collaborative planning approach for lands along the common border between the two counties (see Map 1). The Municipal Government Act (MGA) mandates municipalities that share common boundaries to develop an Intermunicipal Development Plan.

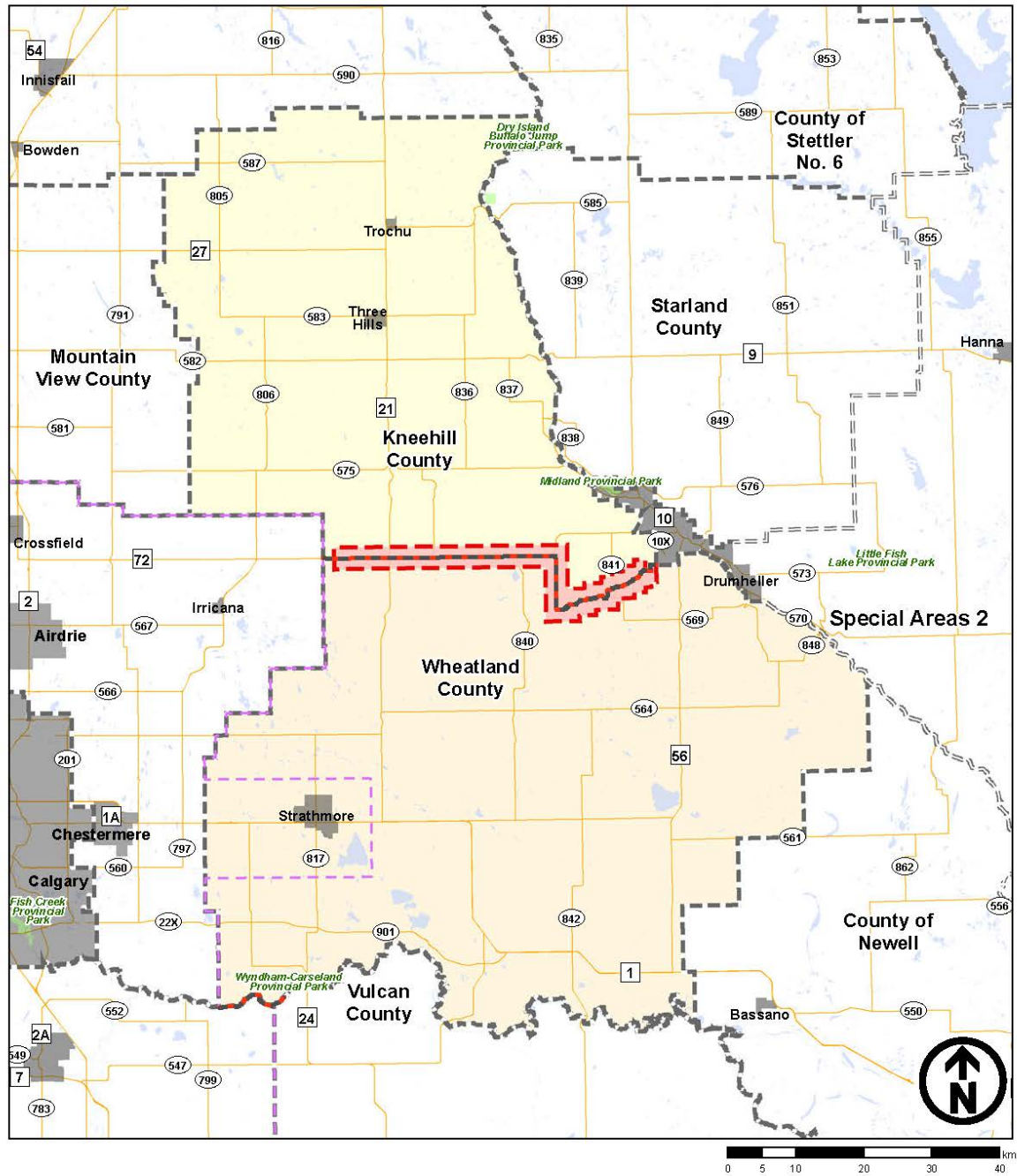
Municipalities are mandated to work together to adopt IDPs to:

- promote consultation, coordination and cooperation regarding planning matters of joint interest within a defined planning area;
- provide a framework for addressing land use concerns with regard to joint planning matters;
- establish procedure for dealing with development proposals within a defined planning area; and
- address any other matters relating to development considered necessary within a joint planning area.

An IDP is a planning tool that can provide numerous benefits to participating municipalities, which may include, but are not limited to the following:

- municipal cost-savings, as a result of infrastructure and service sharing, which also provides residents with a higher quality of life;

- reinforcing and protecting both municipalities' development philosophies and goals while mitigating the potential for future intermunicipal conflict; and
- ensuring development for both municipalities occurs in an orderly, economic, efficient and harmonious manner that is sustainable by considering existing development conditions and future municipal goals.



Kneehill County

Legend

- Wheatland County - Kneehill County Shared Boundary
- IDP Plan Area Boundary
- Municipal Boundary
- CMRB Boundary

Map 1: Regional Context

Wheatland County - Kneehill County

Intermunicipal Development Plan

December 2019

Map and data for informational and planning purposes only.

Map 1: Regional Context

The Plan contains policy that is to be used as a framework for working cooperatively, communicating and making decisions in each municipality. As such, the IDP must also provide for the following:

- Conflict Resolution Procedures;
- A process to amend or repeal the Plan; and
- Documentation for administration of the Plan.

These procedures will provide more clarity between the partnering municipalities to ensure the administrative functions required through the Plan are understood. Each municipality is ultimately responsible for making decisions within their own municipal jurisdiction.

1.2 MUNICIPAL PROFILES

Kneehill County

Kneehill County is located in south-central Alberta spanning an area of 331,900 hectares (820,143 acres), situated between Red Deer County to the north, Mountain View County to the west, and Starland County to the East, and Wheatland County to the south. The majority of the land is zoned for agricultural uses, allowing the population of 5,001 (Statistics Canada, 2016 Census) to enjoy a rural way of life. As a region, Kneehill County with the Towns of Three Hills, Trochu and Villages of Acme, Carbon, Linden, and four hamlets, have a combined population of over 11,000 residents. Oil and gas is the second major industry in the region. The County's goal is to protect this rural way of life while proactively enhancing it. The eastern border of Kneehill County runs along the Red Deer River Valley down to the heart of the Canadian Badlands, making tourism a viable market opportunity.

*“The purpose of the Kneehill County and Wheatland County Intermunicipal Development Plan (IDP) is to foster a **collaborative planning approach** for lands along the common border between the two counties.”*

Wheatland County

Wheatland County covers an area of approximately 460,000 hectares (1.1 million acres), with a population of 8,788 (Statistics Canada, 2016 Census). Wheatland County surrounds four urban municipalities and contains a number of other hamlets and communities not officially designated as hamlets. The County is bordered by six rural municipalities, two towns (Drumheller & Strathmore), three villages (Rockyford, Standard & Hussar) and one First Nation. A portion of Wheatland County around Strathmore is within the Calgary Metropolitan Region Board jurisdiction. The economy of Wheatland County is based on agriculture, including beef and grain production. In recent years, industry, manufacturing and oil and gas development have played key roles in the County's economic growth.

1.3 LEGISLATIVE REQUIREMENTS

Intermunicipal Development Plans (IDPs) are now mandatory for all municipalities to complete with their municipal neighbours. However, Bill 25 amended Section 631 of the Municipal Government Act (MGA) to include a new subsection that states if the two municipalities that are mandated to enter into an IDP agree

they do not require one, they are not required to enter into one.

Municipal Government Act (MGA)

The Intermunicipal Development Plan was prepared in accordance with the requirements of Sections 631, 636 and 638.1 of the *Municipal Government Act* (MGA). The MGA mandates that when an IDP is completed between neighbouring municipalities, and the document must address the following items:

- i. *the future land use within the area,*
 - ii. *the manner of and the proposals for future development in the area,*
 - iii. *the provision of transportation systems for the area, either generally or specifically,*
 - iv. *the co-ordination of Intermunicipal programs relating to the physical, social and economic development of the area,*
 - v. *environmental matters within the area, either generally or specifically,*
 - vi. *any other matter related to the physical, social or economic development of the area that the councils consider necessary,*
and
- b) *must include*
 - i. *a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,*
 - ii. *a procedure to be used, by one or more municipalities, to amend or repeal the plan, and*
 - iii. *provisions relating to the administration of the plan.*

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2 PLAN AREA

2.1 PLAN AREA CHARACTERISTICS

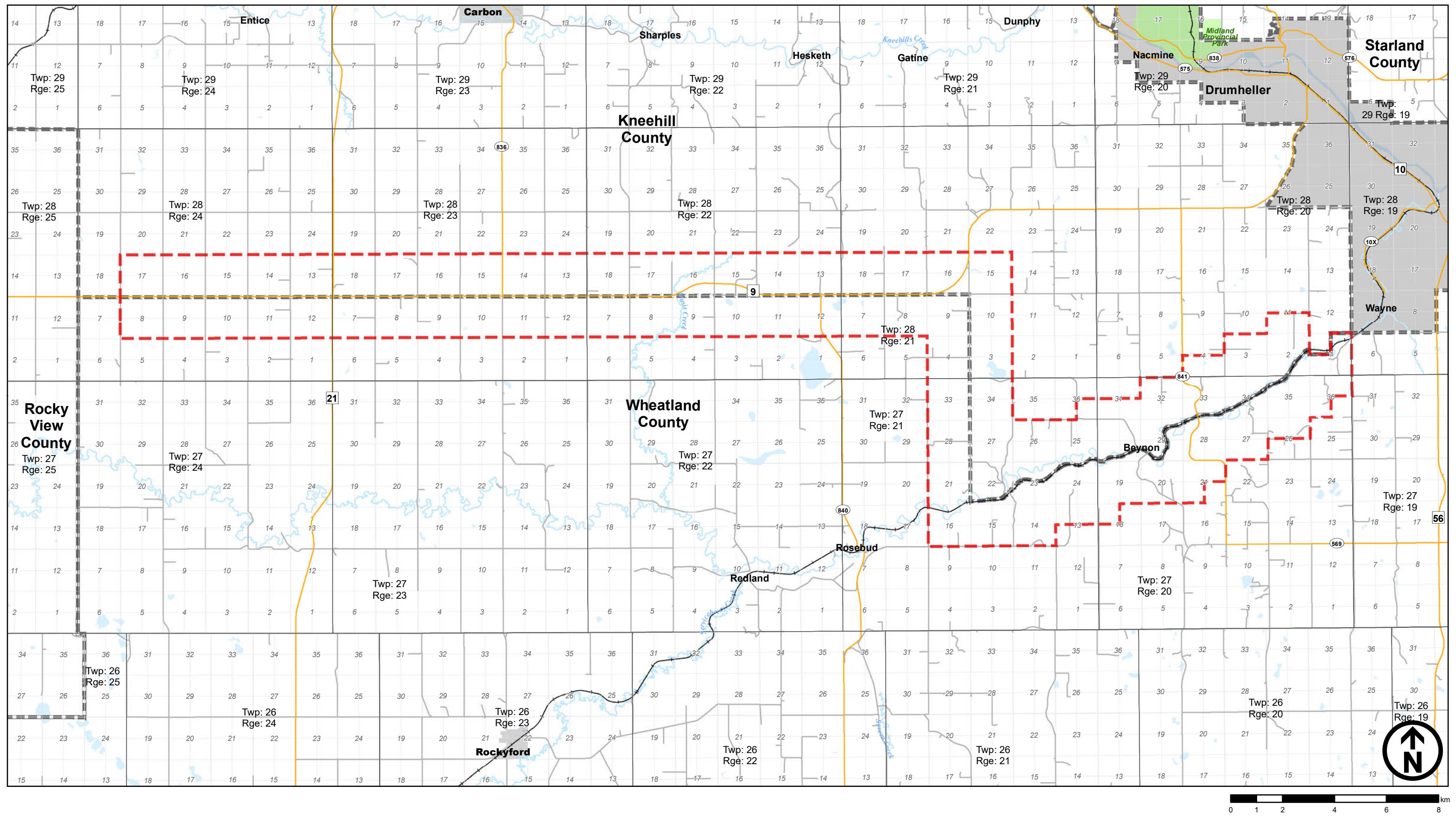
The Plan Area consists of an area approximately 1.6 to 2.5 km (1.0 to 1.6 miles) on either side of the shared municipal border. The Plan Area consists of approximately 19,640 hectares (48,532 acres) and is illustrated on **Map 2**.

Key characteristics of the Plan Area include the following:

AGRICULTURE & SOIL CHARACTERISTICS



- Agriculture is the primary land use of the area.
- There is a mix of agricultural operations including grazing, irrigation, and crop farming in the area.
- The region contains a variety of soil characteristics that range from poor crop capability to crop capability with no limitations. For example, as shown on **Map 3** soil classes 1 through 7 are present, resulting in a diversity of agricultural capacity and associated agricultural activities.

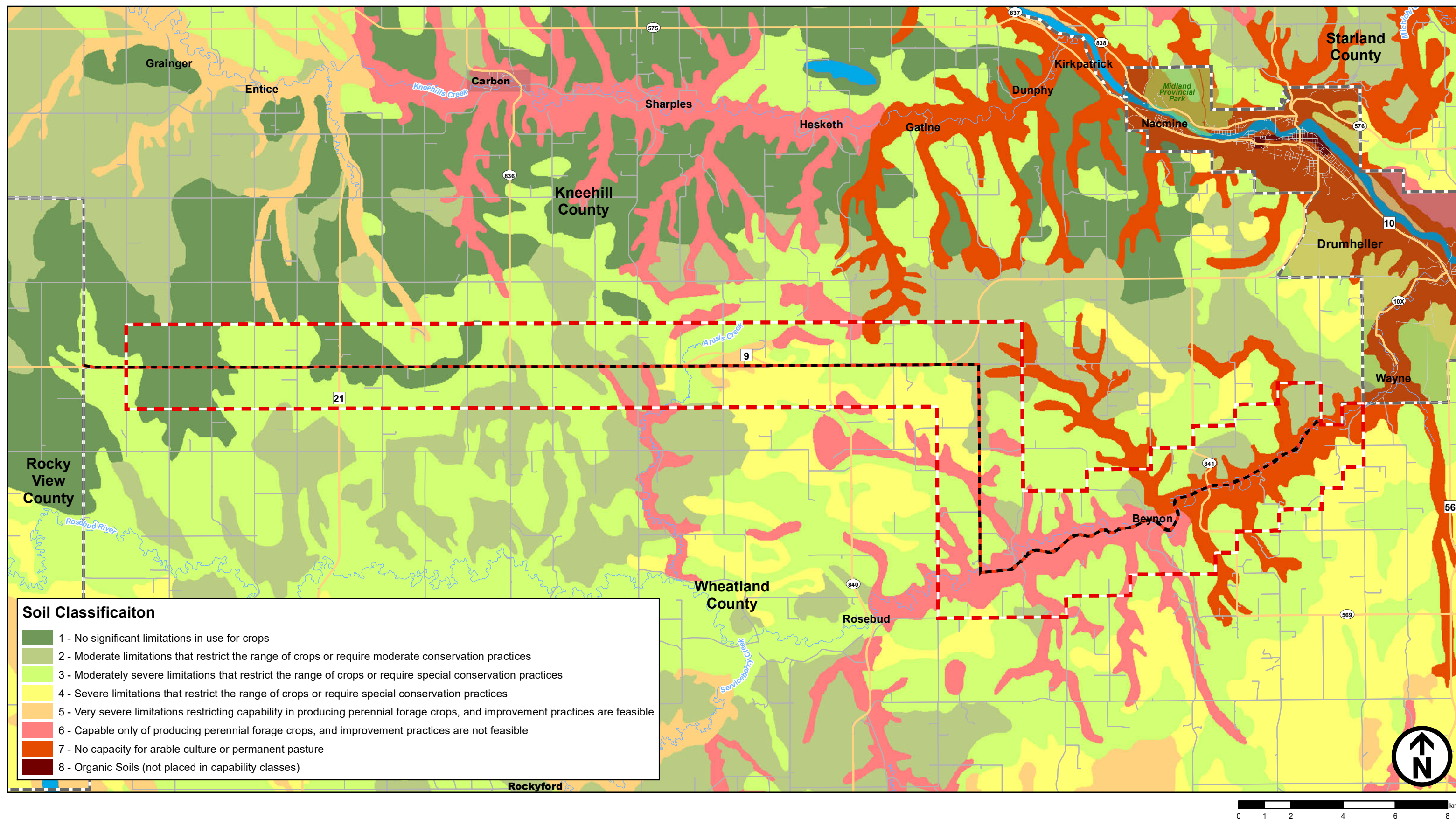


Legend

- Wheatland County - Kneehill County Shared Boundary
- IDP Plan Area Boundary
- Municipal Boundary

Map 2: IDP Area

Wheatland County - Kneehill County Intermunicipal Development Plan



Legend

- Wheatland County - Kneehill County Shared Boundary
- IDP Plan Area Boundary
- Municipal Boundary

Map 3: Soil Classification
Wheatland County - Kneehill County
Intermunicipal Development Plan

NATURAL LANDSCAPE



- The unincorporated community of Beynon is primarily a private 500+ acre ecological preserve. It is located within a deeply sculpted portion of the Rosebud River valley and the area is recognized as being regionally significant.
- The Rosebud River defines part of the border between the two Counties. The river valley area in both Counties is environmentally significant. Some conservation efforts exist in the area.
- Environmental features are shown on **Map 4: Environmental Considerations**

TRANSPORTATION INFRASTRUCTURE



- Highway 9 is the main transportation corridor in the Plan Area. There are a number of regional intersections along Highway 9. The major intersection is Highway 9 and Highway 21, a major north-south corridor that runs parallel to Highway 2.
- The CN Calgary-Drumheller line also defines a portion of the border between the two municipalities. There are setbacks (dwellings, berms and fences, noise attenuation barriers, etc.) that both Counties will have to consider.
- Transportation Infrastructure is shown on **Map 5: Hydrological and Road Network**.

RESIDENTIAL DEVELOPMENT

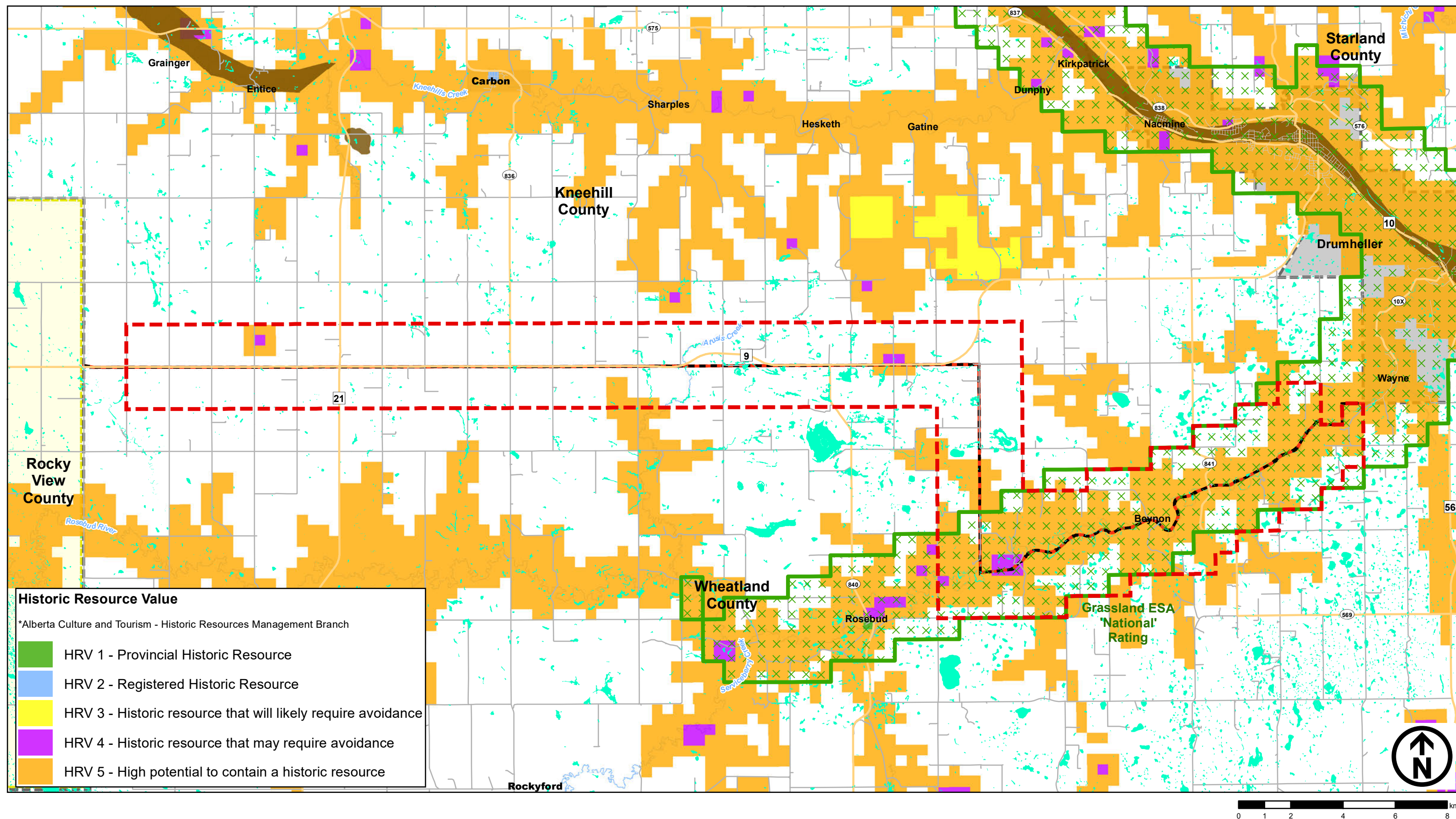


- There is minimal residential development within the Plan Area, primarily farmsteads and acreages.
- The unincorporated community of Beynon is located within the plan area.

ENERGY



- There are numerous energy facilities within the Plan Area including wellsites and pipelines as shown on **Map 6: Energy**.



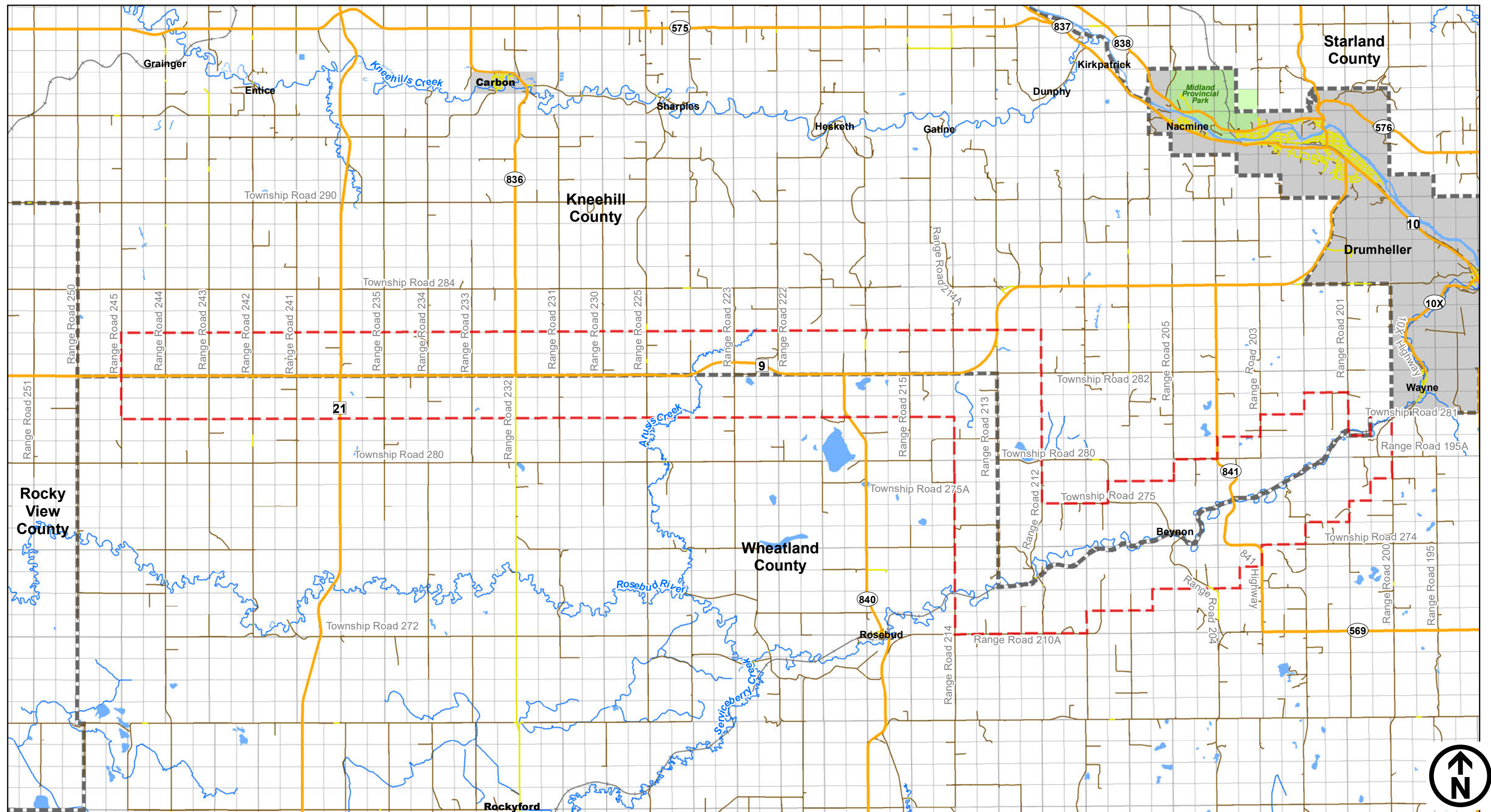
Legend

- Wheatland County - Kneehill County Shared Boundary
- IDP Plan Area Boundary
- Municipal Boundary

- Sand And Gravel Deposit
- Alberta Wetland Inventory
- Environmentally Significant Area

Map 4: Environmental Considerations and Historic Resources

Wheatland County - Kneehill County Intermunicipal Development Plan



Legend

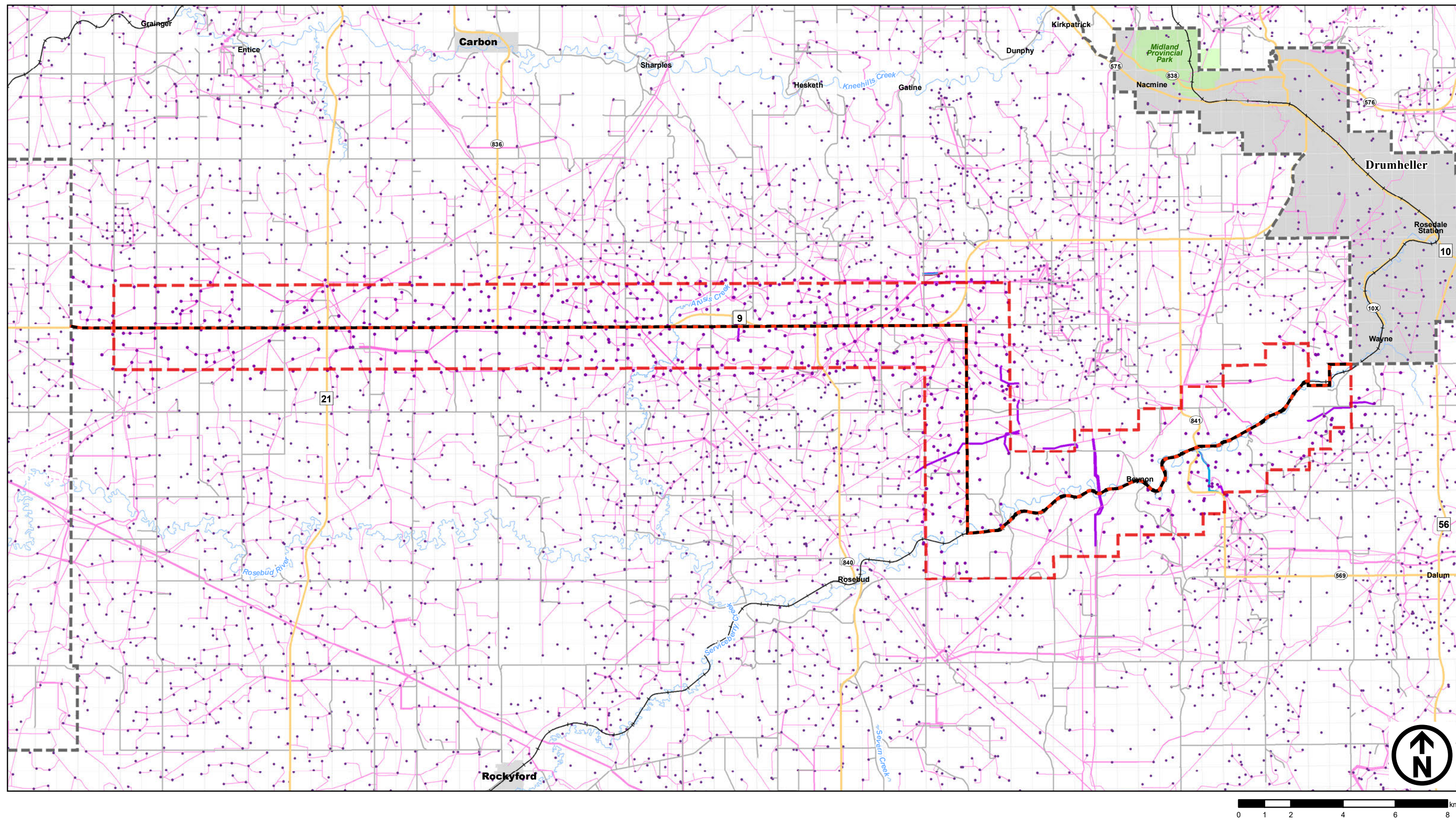
- IDP Plan Area Boundary
- Municipal Boundary

- Provincial Paved Highway
- Paved
- Unpaved
- Railway

- River/Stream
- Water Body

Map 5: Hydrological and Road Network

Wheatland County - Kneehill County Intermunicipal Development Plan




Legend

- Wheatland County - Kneehill County Shared Boundary
- Municipal Boundary
- IDP Plan Area Boundary

- Wellsites
- Water Pipeline
- Sour Gas Pipeline
- Natural Gas Pipeline
- Oil Pipeline

2.2 LAND USE DESIGNATIONS

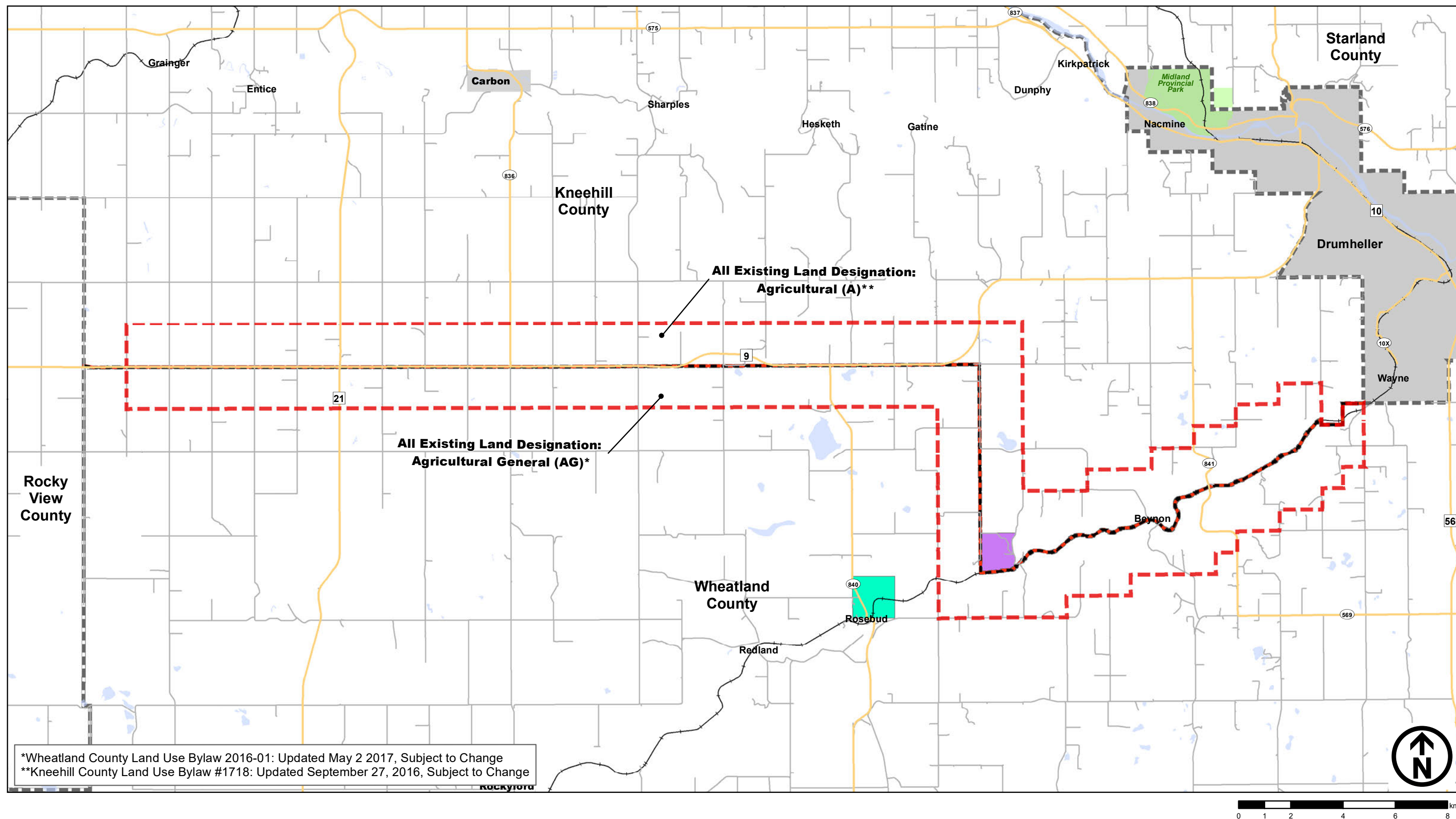
LAND USE DESIGNATIONS	
	<p>The existing land use designations are determined by each county's land use bylaw and are predominantly agricultural with the Agricultural General (AG) district in Wheatland County and the Agricultural (A) district in Kneehill County covering the area as shown on Map 7: Land Use Designations. The Land Use Designations shown on Map 7 are provided as a point-in-time capture for information purposes only and are subject to change without amendment to this Plan.</p>

2.3 OTHER PLANS

The area in proximity to the shared border between Wheatland County and Kneehill County continues to be dominated by agricultural land uses and does not have a substantial amount of non-agricultural development. While on-the-ground development has not yet proceeded the only major approved development within the area is the Badlands Motorsports Resort ASP, a mix of recreational and residential development north of the Rosebud River.

Badlands Motorsports Resort ASP

The Badlands Motorsports Resort Area Structure Plan (ASP) (*Kneehill County Bylaw No. 1597*) was approved in June 2013 to support the development of a recreational resort for motorsport enthusiasts. The development spans 425 acres north of the Rosebud River, and will include recreational, commercial, and residential components.



Legend

- Wheatland County - Kneehill County Shared Boundary
- IDP Plan Area Boundary
- Municipal Boundary

Area Structure Plans

- Badlands Motorsports Resort ASP
- Rosebud ASP



3 INTERMUNICIPAL LAND USE POLICIES

The land use policies contained in this Plan are intended to provide direction to Kneehill County and Wheatland County administrations, subdivision and development authorities and Councils to encourage and manage the future development of lands contained within the Plan Area.

3.1 GENERAL LAND USE POLICIES

INTENT

The general land use policies address matters that apply to the entire Plan Area and are intended to provide an overall guiding direction for the IDP. Agriculture is intended to be the primary land use in the area; however potential growth centres identified in each municipality's statutory plans (e.g. MDP or ASPs) may identify potential areas for non-agricultural land uses that will be dependent upon market and land owner interest. Each municipality will ensure non-agricultural development is designed in a smart, sustainable and advantageous form.

POLICIES

- 3.1.1 The primary land use in the Plan Area is agriculture and grazing.
- 3.1.2 Non-agricultural development within the Plan Area shall be aligned with each municipality's municipal development plan (MDP) and should be located along major highway corridors and/or within growth centres as identified in a MDP or other statutory plan (e.g. ASP).

- 3.1.3 The municipalities, as per this Plan, shall strive to engage in effective dialogue when considering land use in the Plan Area, while still maintaining complete jurisdiction on lands within their own boundaries.
- 3.1.4 The municipalities may collaborate and investigate methods of giving support to projects that may mutually benefit or enhance the quality of life of residents from both municipalities. This could be in the form of in-kind donations, materials, municipal letters of support, unified government lobbying, application for grants, or other more permanent arrangements upon mutual agreement.
- 3.1.5 Both municipalities agree to jointly discuss ways to cooperate with provincial and federal agencies and utility providers to help facilitate the efficient delivery of infrastructure and services that are of a mutual benefit.

Badlands Motorsports Resort ASP

- 3.1.6 The policies outlined in the Badlands Motorsports Resort ASP (*Kneehill County Bylaw No. 1597*) apply exclusively to lands that fall within the Badlands Motorsports Resort ASP Boundary as illustrated in **Map 7**. Notwithstanding anything to the contrary in this IDP, as it relates to those lands falling within the Badlands Motorsports Resort ASP Boundary, the municipalities agree that the applicable policies shall be those set out in the Badlands Motorsports Resort ASP.

3.2 AGRICULTURE

INTENT

Agriculture and grazing will continue to be the primary land use in the Plan Area, and non-agricultural uses should be considered only in such areas where they will not negatively impact agriculture and grazing.

POLICIES

- 3.2.1 Agriculture and grazing are the primary uses in the Plan Area.
- 3.2.2 Both municipalities will strive to work cooperatively to encourage good neighbour farming practices, such as dust, weed and insect control, adjacent to developed areas through best management practices and Alberta Agriculture guidelines.
- 3.2.3 If disputes or complaints in either municipality should arise between ratepayers and agricultural operators, the municipality receiving the complaint shall strive to direct the affected parties to the appropriate agency, government department or municipality for consultation or resolution wherever necessary.

3.3 RESOURCE EXTRACTION

INTENT

Resource extraction is recognized as important to the local economy and to the maintenance of transportation routes and other infrastructure. However impacts from resource extraction operations may affect nearby lands and must be addressed through proper siting and operation practices.

POLICIES

- 3.3.1 Upon receipt of a development application for a new or expanded natural resource extraction operation within the Plan Area, the municipality shall forward a copy to the other municipality.
- 3.3.2 Upon receipt of a notice of application from a provincial agency for a natural resource extraction operation within the Plan Area (e.g. Code of Practice application notice from Alberta Environment & Parks) the municipality shall forward a copy to the other municipality.
- 3.3.3 When evaluating an application for a new or expanded natural resources extraction development the approving municipality shall ensure the development provides evidence of how it will mitigate the potential negative impacts of dust, noise, traffic, air, and water pollution.
- 3.3.4 Each municipality must be notified of any natural resource extraction development proposal in the other municipality that will result in access being required from a road under its control or management. After the application is deemed complete the affected municipality must be notified of the application and give its comments in writing within the notification period. If comments are not received within the notification period it will be determined the municipality has no comments.
- 3.3.5 Either municipality may require an agreement regarding the construction, repair, and maintenance of any municipal roads which may be impacted by natural resource extraction development, when the development requires access to come from the other municipality's road.
- 3.3.6 If either Kneehill County or Wheatland County are in receipt of a notice for a new or expanded Alberta Transportation gravel pit or other natural resource extraction operation within the Plan Area, they shall forward a copy of the notice to the other municipality.

3.4 RENEWABLE ENERGY DEVELOPMENT

INTENT

The availability of wind, sun and other renewable natural resources in both municipalities allows for the potential of large and small renewable energy developments. However, the appropriate siting of these types of developments is critical to minimizing the impacts to adjacent lands and local infrastructure.

POLICIES

- 3.4.1 If an application for a renewable energy development is proposed within the plan area, the municipalities shall consider the application's compatibility with existing land uses.
- 3.4.2 Either municipality shall refer to the other municipality any application, after it is deemed completed, for a renewable energy development (e.g. WECS 1 & 2, solar farm) within the Plan Area. Small scale renewable energy developments that either do not require a development permit or are listed as a permitted use in the applicable Land Use Bylaw District do not require referral to the other municipality.

3.5 TRANSPORTATION

INTENT

It is important that each municipality take into consideration the impact of development on provincial highways and municipal roads located within the Plan Area that form the area's transportation infrastructure.

POLICIES

- 3.5.1 Each municipality shall be notified of any subdivision or development proposal in the other municipality that will result in access being required from a road under its control or management. The affected municipality may request to obtain any associated traffic studies and must give its comments in writing within the notification period. If comments are not received within the notification period it will be determined the municipality has no comments.
- 3.5.2 Each municipality shall be notified of any road closure or development of an undeveloped road that will result in access being increased, decreased or removed for a road under its control or management. The affected municipality may request to obtain any associated traffic studies and must give its comments in writing within the notification period. If comments are not received within the notification period it will be determined the municipality has no comments.

- 3.5.3 Either municipality may require a developer to enter into a road use agreement to control traffic, manage dust control or maintenance issues if access to the development is required from a road under its control or jurisdiction.
- 3.5.4 When required by Alberta Transportation, developers shall conduct traffic studies with respect to the impact and access onto provincial highways. Any upgrading identified by a traffic study conducted by a developer with respect to a highway shall be implemented by the developer at its sole cost and to the satisfaction of Alberta Transportation.

3.6 TELECOMMUNICATION TOWERS / UTILITIES

INTENT

Telecommunication towers and associated infrastructure is largely outside the jurisdiction of municipalities despite potential impacts to the local area. Municipalities have the opportunity to provide comments to applicants and approving authorities/agencies regarding applications within the Plan Area and municipality.

POLICIES

- 3.6.1 Where there is an application for a new, expanded or retrofitted telecommunications tower within the Plan Area, the municipality within which the application is located shall refer the application to the other municipality for comment. If the municipality in which the application is located chooses to send a letter in response to an application for a telecommunications tower (sometimes referred to as a 'Letter of Concurrence') to the approving authority/agency the municipality shall include any comments received from the other municipality. If the municipality in which the application is located chooses not to send a letter it shall instruct the adjacent municipality to send their comments directly to the approving authority.
- 3.6.2 When providing a response letter or Letter of Concurrence for a new, expanded or retrofitted telecommunications tower, Kneehill County and Wheatland County shall request telecommunications companies to co-locate within the Plan Area where technically feasible.
- 3.6.3 When providing comments to provincial and federal departments regarding utility development within the Plan Area, Kneehill County and Wheatland County shall request that consideration be given to the establishment of utility corridors with multiple users.

3.7 RECREATIONAL DEVELOPMENT

INTENT

To ensure recreational related development occurs in a harmonious and efficient manner with the natural landscape that surrounds it.

POLICIES

- 3.7.1 Both municipalities may consult with other agencies to develop management plans which integrate land use, development and recreational activities.
- 3.7.2 Policies within existing adopted Area Structure Plans (i.e. Badlands Motorsports Resort ASP) will continue to apply within the Plan Area.

3.8 NATURAL ENVIRONMENT

INTENT

The Rosebud River is found within the Plan Area, which provides a multitude of ecological and aesthetic values and potential for both Counties, and its residents, including the Beynon ecological reserve. Both municipalities recognize the connection between the natural environment and quality of life and strive to balance development with the protection, preservation, and enhancement of natural systems and environmentally significant areas.

POLICIES

- 3.8.1 When making land use decisions, each municipality will:
 - a) utilize and incorporate measures which minimize possible impacts on the Rosebud River and any other important water resources;
 - b) determine appropriate land use patterns in the vicinity of significant water resources and other water features;
 - c) establish appropriate setbacks to maintain water quality, flood water conveyance and storage, bank stability and habitat.
- 3.8.2 For proposed development on lands within the Plan Area that may contain an environmentally significant site, an environmental/biophysical impact assessment (EIA/BIA) may be required to be completed by a qualified professional to the satisfaction of the approving municipality at the sole cost of the developer.
- 3.8.3 For proposed development on lands that may contain a historic resource, a Historical Resource Overview (HRO) or Historical Resource Impact Assessment (HRIA) may be required to be

completed by the developer to the satisfaction of Alberta Culture and Tourism. The developer must comply with the Historical Resources Act and Alberta Culture and Tourism.

- 3.8.4 Both municipalities should consider the provincial Wetland Policy and Stepping Back from the Water Policy when making land use decisions with the goal of sustaining the environment and economic benefits.
- 3.8.5 Areas identified as environmentally sensitive or environmentally significant through federal, provincial, or municipal reports, policies or plans or through supplemental professional studies should be protected through the use of Environmental Reserves, Environmental Reserve Easements, Conservation Easements, or other appropriate methods as determined by the municipality and its applicable Municipal Development Plan policies or Land Use Bylaw regulations.
- 3.8.6 Development on slopes and river valleys within natural areas is generally discouraged. However, where development is proposed on these natural features, it will proceed only in accordance with the respective municipality's statutory plans, applicable bylaws, and other municipal policies and regulations.
- 3.8.7 Subdivision and Development in or adjacent to river valleys shall take into consideration slope stability and soil characteristics in order to minimize negative impacts.
- 3.8.8 Either municipality shall refer any new environmental or biophysical study or report in support of a planning or development application pertaining to lands within the Plan Area to the other municipality.
- 3.8.9 Either municipality shall refer to the other municipality any new or amended municipal bylaw or policy pertaining to environmental or biophysical matters within the Plan Area.
- 3.8.10 Policies within existing adopted Area Structure Plans (i.e. Badlands Motorsports Resort ASP) will continue to apply within the Plan Area.

3.9 WATER QUALITY AND FLOOD PROTECTION

INTENT

Water is a precious resource. Water is used by agriculture, residential, commercial, industrial and recreational developments. It is important that both Counties consider the impact of development on water quantity and quality as well as the broader watershed impacts. Furthermore, protective measures should be taken to ensure developments are not located within flood prone areas.

POLICIES

- 3.9.1 Where new development may affect water quality, appropriate water and wastewater treatment and collection systems shall be considered using Best Management Practices in each County.
- 3.9.2 Development in identified flood fringe and floodways as per provincial mapping (if completed) shall comply with provincial regulations and legislation. Where land use and development is to occur in flood prone areas not identified on provincial maps as either flood fringe or floodway appropriate regulations shall be implemented to ensure no negative impacts on the land and neighboring County

3.10 INTERPRETATION**INTENT**

To ensure the policies and language within this Plan are as clear and concise as possible.

POLICIES

- 3.10.1 All references to a specific agency, body, or department were accurate at the time of writing. All references throughout the Plan shall therefore be considered to be applicable to the current relevant agency, body or department.
- 3.10.2 Unless otherwise required by the context, words used in the present tense include the future tense; words used in the singular include the plural; and the word person includes a corporation as well as an individual. Unless otherwise stipulated, the *Interpretation Act, Chapter 1-8, RSA 2000* as amended, shall be used in the interpretation of this bylaw. Words have the same meaning whether they are capitalized or not.
- 3.10.3 The relative boundaries or any variable presented on the maps contained in this Plan, with the exception of the boundaries of the Plan Area, shall be interpreted as an approximation and not a precise depiction of its actual or full extension.



4 PLAN ADMINISTRATION AND IMPLEMENTATION

The administration and implementation policies contained in this Plan are intended to assist Kneehill County and Wheatland County administrations, subdivision and development authorities and Councils with the initial and ongoing execution of this Plan over its lifespan and define the roles of each municipality in the Plan execution.

4.1 INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE

INTENT

The implementation of this Plan is intended to be an ongoing process to ensure it is maintained and remains applicable. A committee with joint representation will ensure continued dialogue and cooperation, as the purpose of this committee is to promote active cooperation and conflict resolution through a consensus-based approach.

POLICIES

- 4.1.1 For the purposes of administering and monitoring the IDP, Kneehill County and Wheatland County establish the Intermunicipal Development Plan Committee (the Committee) comprised of an even number of members of Council from both Kneehill County and Wheatland County. Each municipality may appoint an alternate Committee member in the event a regular member cannot attend a scheduled meeting. Alternate Committee members shall have standing.

- 4.1.2 The term of appointment for Committee members should be as determined by each municipality. Following each election, Members of the Committee shall be appointed by respective Councils at their Organizational Meeting. If a Council wishes to appoint a new member to the Committee (including the alternate), they must do so by motion of Council at a regular Council meeting. The municipalities shall notify one another upon appointing members and alternate members to the Committee.
- 4.1.3 Kneehill County and Wheatland County agree that the main functions of the Committee are to:
- a) create a forum for dialogue on issues of common concern and interest;
 - b) address concerns regarding the policies of the Plan;
 - c) address proposed amendments to the Plan;
 - d) address issues in relation to the implementation of Plan policies;
 - e) engage in resolving any conflicts or disputes which arise from this Plan;
 - f) both municipalities will equally share costs associated with using outside assistance to resolve a dispute; and
 - g) address any other land use issues deemed appropriate, but which are not explicitly identified in the Plan.
- 4.1.4 Meetings of the Committee shall be held on an "as needed basis", or at the request of either municipality. Committee meetings should be held as soon as possible if any conflict arises, or if any matter is brought before it.
- 4.1.5 A municipality may call a meeting of the Committee at any time upon not less than five (5) days' notice of the meeting being given to all members of the Committee and support personnel, stating the date, the time, purpose and the place of the proposed meeting. The five (5) days' notice may be waived with three quarters of the Committee members' agreement noted.
- a) The municipality that called the meeting of the Committee shall host and chair the meeting and is responsible for preparing and distributing agendas and minutes;
 - b) At least one (1) member of each municipality's administrative staff should attend each meeting in the capacity of technical, non-voting advisor;
 - c) Both Councils agree the Committee is not a decision making body and that the Committee shall issue a written response in the form of comments and/or recommendations to each Municipal Council within 10 business days from the Committee meeting date;
 - d) Any changes to the Committee format, composition, roles, responsibilities or any aspect of its existence or operation may be requested by either municipality;

- e) Where a matter has been referred to the Committee and a resolution cannot be found, the Dispute Resolution process in Section 5 of this Plan should be adhered to.

4.2 INTERMUNICIPAL REFERRAL POLICIES

INTENT

The purpose of this section of the Plan is to establish clear and consistent expectations and protocols pertaining to the referral process for applications within both municipalities.

POLICIES

General

- 4.2.1 Where an intermunicipal referral is required by policies contained in this Plan, both municipalities agree to provide the other municipality with the required landowner information for the circulation area.
- 4.2.2 Where a plan or bylaw, including amendments, or application, requires notifications to be sent to a municipality that is external to this IDP, the referring municipality shall follow the referral requirements outlined in the Municipal Government Act (MGA), or where applicable, those contained in a relevant Intermunicipal Development Plan.
- 4.2.3 Kneehill County and Wheatland County may wish to notify the other municipality of major municipal infrastructure or public works projects within the Plan Area (e.g. major road upgrades, bridge construction).
- 4.2.4 Where required by the MGA, a relevant statutory plan, land use bylaw or policies of this Plan, applications located outside of the Plan Area may be referred to the adjacent municipality.

Response Timelines

- 4.2.4 The responding municipality shall, from the date of notification by either postal mail or electronic mail, have the following timelines to review and provide comment on intermunicipal referrals:
 - a) 21 calendar days for all subdivision or development applications,
 - b) 21 calendar days for all redesignation applications, and
 - c) 21 calendar days for all other intermunicipal referrals.
- 4.2.5 In the event that either municipality, the Committee, or any other referral does not reply within the response time for intermunicipal referrals stipulated in this Section, it is presumed the responding municipality and/or Committee has no comment or objection to the referred planning application or matter.

Statutory Plans

- 4.2.6 A newly proposed Municipal Development Plan or amendment shall be referred to the other municipality for comment prior to a public hearing.
- 4.2.7 A newly proposed statutory plan or amendment pertaining to the Plan Area shall be referred to the other municipality for comment prior to a public hearing.

Land Use Bylaws

- 4.2.8 All Land Use Bylaw amendments pertaining to the Plan Area, shall be referred to the other municipality prior to a public hearing.
- 4.2.9 All redesignation applications within the Plan Area shall be referred to the other prior to a public hearing.
- 4.2.10 A newly proposed Land Use Bylaw from either municipality shall be referred to the other prior to a public hearing.

Outline Plans, Area Concept Plans & Design Concepts

- 4.2.11 All outline plans, area concept plans, design concepts or similar non-statutory plans in support of a subdivision or development that are located within the Plan Area shall be referred to the other municipality for comment prior to approval.

Subdivision and Development

- 4.2.12 All subdivision applications for lands within the Plan Area shall be referred to the other municipality for comment prior to a decision being rendered.
- 4.2.13 All discretionary use applications within the Plan Area where no approved ASP or ACP is in place shall be referred to the adjacent municipality for comment prior to a decision being issued.
- 4.2.14 Both municipalities are encouraged to share with the adjacent municipality, the results of all publicly available technical analyses required by a Subdivision and Development Authority as part of an application within the Plan Area.

Consideration of Responses

- 4.2.15 Comments from the responding municipality and/or the Committee regarding proposed Municipal Development Plans, other statutory plans, and Land Use Bylaws, or amendments to any of those documents, shall be considered by the municipality in which the application is being proposed, prior to a decision being rendered.

- 4.2.16 Comments from the responding municipality and/or the Committee regarding subdivision and development applications shall be considered by the municipality in which the application is being proposed, prior to a decision being rendered on the application.

4.3 PLAN VALIDITY

INTENT

This Plan may require amendments from time to time to accommodate unforeseen situations, and to keep the Plan relevant. This Plan does not contain a “sunset” clause, but rather, a method of continuous updating.

POLICIES

Addressing Provincial Regional Planning Requirements

The two counties are located within different provincial regional plans. Kneehill County is within the Red Deer Regional Plan, which has not yet been completed. Wheatland County is within the South Saskatchewan Regional Plan (SSRP) which has been completed and came into effect September 1, 2014.

- 4.3.1 The municipalities agree that they will comply with any relevant adopted regional plan.
- 4.3.2 This Plan aligns with the strategies of the SSRP for lands lying within the boundary of Wheatland County.

Addressing Municipal Amendments and Plan Validity

- 4.3.3 This Plan comes into effect on the date it is adopted by both Kneehill County and Wheatland County.
- 4.3.4 Amendments shall be adopted by both Councils using the procedures outlined in the Municipal Government Act (MGA). No amendment shall come into force until such time as both municipalities adopt the amending bylaw.
- 4.3.5 Proposed amendments to this Plan by parties other than Kneehill County or Wheatland County shall be accompanied by the following:
- a) an application for amendment submitted to Kneehill County along with the applicable municipal fee as noted in the municipal Master Rates Bylaw for processing amendments to a statutory document; and
 - b) an application for amendment submitted to Wheatland County along with the applicable municipal fee for processing amendments to a statutory document.
- 4.3.6 The Plan shall only be repealed if mutually agreed upon by both municipalities and under the condition the Plan will be replaced with a new IDP that will be adopted by both municipalities at the time of the repeal.

- 4.3.7 In the case where only one municipality wishes to repeal the Plan, 60 days notice shall be given to the other municipality stating the intent and reasons for repealing the Plan. Both Councils shall pass the bylaw repealing the Plan and adopting a new IDP for the repeal to take effect.
- 4.3.8 Should only one municipality wish to repeal the Plan, the dispute resolution process in Section 5.0 shall be initiated.
- 4.3.9 Administrative staff should review the policies of the Plan annually and discuss land use matters, issues and concerns on an on-going basis. Administrative staff may make recommendations to their respective Councils for amendment to the Plan to ensure the policies remain relevant and continue to meet the needs of both municipalities.
- 4.3.10 A formal review of the Plan shall occur within 10 years from the date the IDP is adopted by both municipalities.



5 DISPUTE RESOLUTION

The MGA mandates that every IDP must have policies pertaining to dispute resolution.

5.1 GENERAL DISPUTE PROCESS

INTENT

The policies of this Plan are designed to be general in nature, ensuring that both Kneehill County and Wheatland County maintain jurisdiction over the decisions made within their borders. It is anticipated that by following the process below, any disputes or conflicts that may arise can first be avoided, and where necessary, settled at the local level. Only in those circumstances where a resolution cannot be achieved locally would the dispute be referred to outside parties.

POLICIES

General Agreement

The municipalities agree that:

- 5.1.1 It is important to avoid dispute by ensuring the Plan is adhered to as adopted, including full circulation of any permit or application that may affect the municipality as required in the Plan and prompt enforcement of the Plan policies.

- 5.1.2 Prior to the meeting of the Committee, each municipality through its administration, will ensure the facts of the issue have been investigated and clarified, and information is made available to both parties. Staff meetings are encouraged to discuss possible solutions.
- 5.1.3 The Committee should discuss the issue or dispute with the intent to seek a recommended solution by consensus.

Dispute Resolution

In the case of a dispute, the following process will be followed to arrive at a solution:

- 5.1.4 When a potential intermunicipal issue comes to the attention of either municipality relating to a technical or procedural matter, such as inadequate notification or prescribed timelines, misinterpretation of Plan policies, or a clerical error regarding the policies of this Plan, either municipality's Land Use Bylaw, or any other plan affecting lands in the Plan area, it will be directed to the administrators of each municipality. The administrators will review the technical or procedural matter and if both administrators are in agreement, take action to rectify the matter.
- 5.1.5 Should either municipality identify an issue related to this Plan that may result in a dispute that cannot be administratively resolved or any other issue that may result in a dispute, the municipality should contact the other and request that a Committee meeting be scheduled to discuss the issue. The Committee will review the issue and attempt to resolve the matter by consensus.
- 5.1.6 The dissenting municipality is requested to bring a resolution of Council to the Committee. The resolution of Council should clearly outline the concern(s) and possibly remedy requested from the other municipality.
- 5.1.7 Should the Committee be unable to arrive at a consensus, the administration of each municipality will schedule a joint meeting of the two Councils to discuss possible solutions and attempt to reach consensus on the issue.
- 5.1.8 Should the Councils be unable to resolve the matter, a formal mediation process to facilitate resolution of the issue shall be initiated.

Filing an Intermunicipal Dispute under the Municipal Government Act

- 5.1.9 In the case of a dispute involving the adoption of a statutory plan, Land Use Bylaw or amendment to such, within 30 days of adoption, the municipality initiating the dispute may, without prejudice, file an appeal to the Municipal Government Board under section 690(1) of the Municipal Government Act (MGA) so that the provincial statutory right and timeframe to file an appeal is not lost.
- 5.1.10 The appeal may then be withdrawn, without prejudice, if a solution or agreement is reached between the two municipalities prior to the Municipal Government Board meeting. This is to acknowledge and respect that the time required to seek resolution or mediation may not be

able to occur within the 30-day appeal filing process as outlined in the Municipal Government Act (MGA).

Note: Using section 690(1) of the Municipal Government Act (MGA) is the final stage of dispute settlement, where the municipalities request the Municipal Government Board to intercede and resolve the issue.

Dispute Resolution Flow Chart

The dispute resolution flow chart shown as **Figure 1** is for demonstration purposes only and shall not limit the ability of either municipality to explore other methods of resolution or to choose one method in place of another.

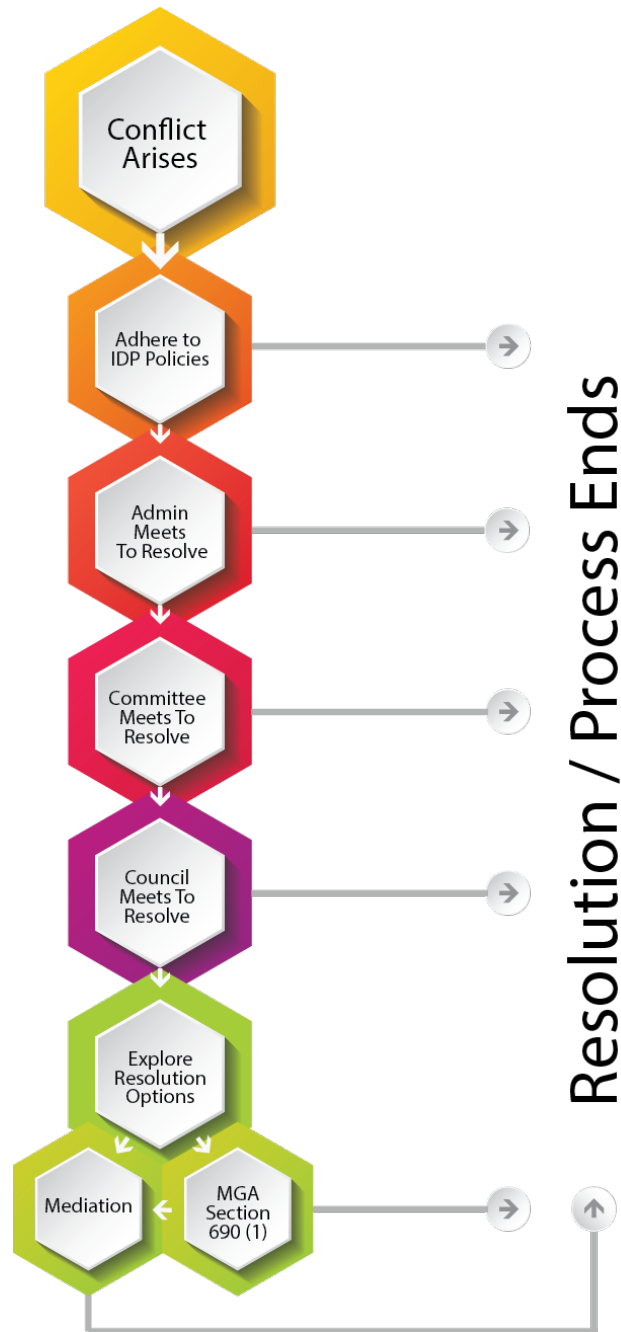
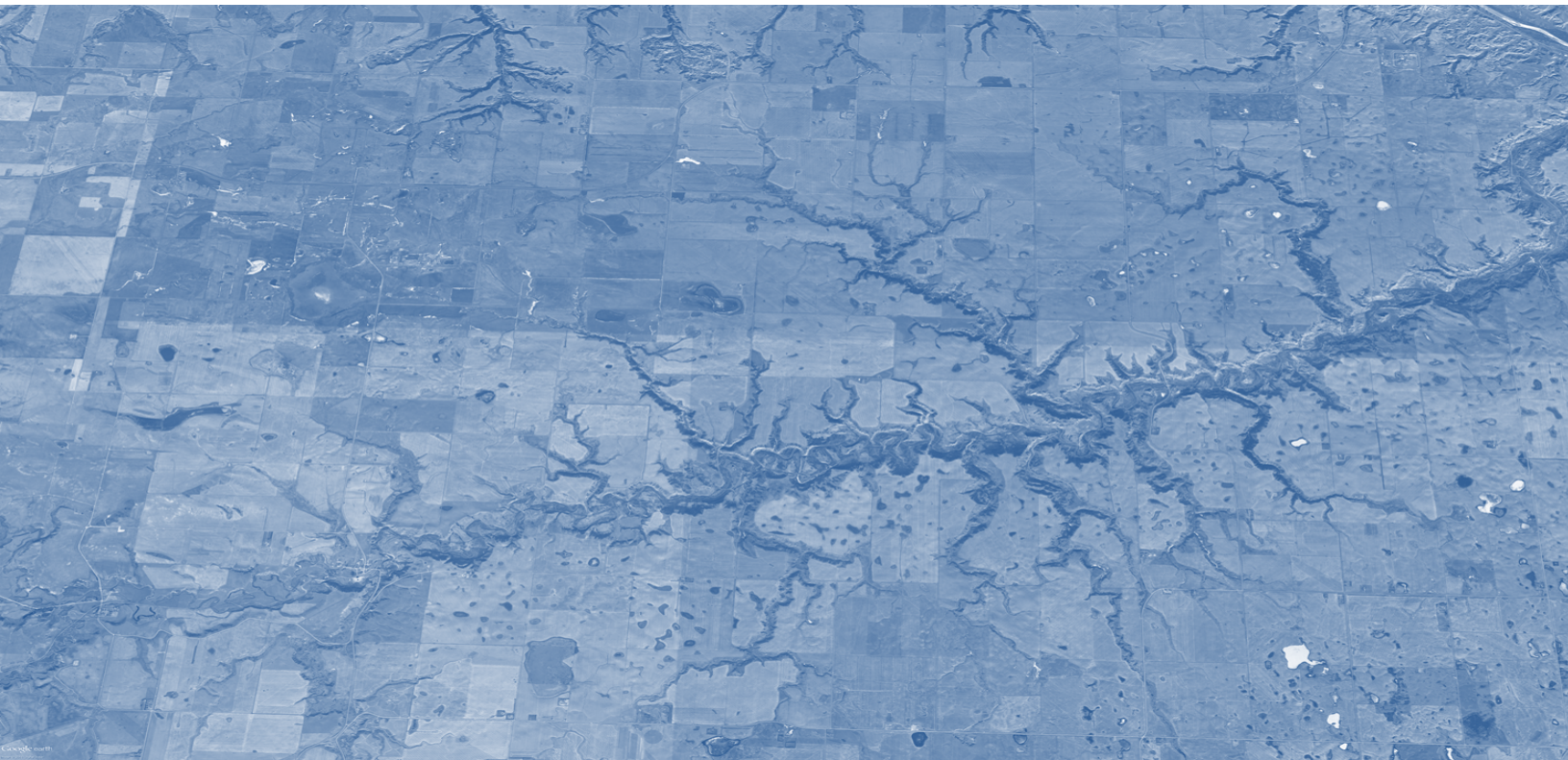


Figure 1: Dispute Resolution Flow Chart

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APPENDIX A | DEFINITIONS

APPENDIX A | DEFINITIONS

Adjacent Land(s): Land that abuts or is contiguous to the parcel of land that is being described and includes land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway or similar feature and any other land identified in a land use bylaw as adjacent for the purpose of notifications under the *Municipal Government Act, Revised Statutes of Alberta 2000, M-26* with amendments.

Agricultural Operation: If not defined in the municipality's Land Use Bylaw, it is an agricultural activity conducted on agricultural land for gain or reward or in the hope or expectation of gain or reward, and can include, but is not limited to:

- a) the cultivation of land;
- b) the raising of livestock, including game-production animals within the meaning of the "*Livestock Industry Diversification Act*" and poultry;
- c) the raising of fur-bearing animals, pheasants or fish;
- d) the production of agricultural field crops;
- e) the production of fruit, vegetables, sod, trees, shrubs and other specialty horticultural crops;
- f) the production of eggs and milk;
- g) the production of honey (apiaries);
- h) the operation of agricultural machinery and equipment, including irrigation pumps on site;
- i) the application of fertilizers, insecticides, pesticides, fungicides, and herbicides, including application by ground and aerial spraying, for agricultural purposes;
- j) the collection, transportation, storage, application, use transfer and disposal of manure;
- k) the abandonment and reclamation of confined feeding operations and manure storage facilities.

Alberta Land Stewardship Act (ALSA): The *Alberta Land Stewardship Act Statutes of Alberta, 2009 Chapter A-26.8*, as amended.

Area Structure Plan (ASP): A statutory plan in accordance with the Municipal Government Act (MGA) for the purpose of providing a framework for subsequent subdivision and development of an area of land in a municipality. The Plan typically provides a design that integrates land uses with the requirements for suitable parcel densities, transportation patterns (roads), stormwater drainage, fire protection and other utilities across the entire Plan Area.

Biophysical Impact Assessment: means the assessment of the biological and physical elements for the purpose of reducing the potential impacts of the proposed development on the natural environment. The report details specific components of the environment such as topography, geology, hydrology, soils, vegetation, wildlife, and biodiversity (terrestrial and aquatic) for a specific development area. Mitigation measures are suggested to minimize or eliminate potential environmental concerns.

Calgary Metropolitan Region Board (CMRB): The board established by the Calgary Metropolitan Region Board regulation (Alberta Regulation 190/2017).

Calgary Metropolitan Region: The lands lying within the boundaries of the participating municipalities of the Calgary Metropolitan Region Board.

Conservation Easement: A voluntary agreement between a landowner and a conservation organization or government agency. The intent of the Conservation Easement is to protect the ecological, scenic, and or agricultural values of the land. The agreement is placed on title, and the landowner continues using the land subject to the specific restrictions in the easement.

Conservation Reserve: As defined by the Municipal Government Act and used for the purpose of conserving environmentally significant features that cannot be required to be provided as environmental reserve.

Council(s): The Council of Kneehill County and the Council of Wheatland County in the Province of Alberta.

Counties: The Municipality of Kneehill County and the Municipality of Wheatland County.

Development: As defined by the *Municipal Government Act* in Part 17, section 616, means

- a) an excavation or stockpile and the creation of either of them;
- b) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in, over or under land;
- c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
- d) a change in the intensity of the land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

Discretionary Use: The use of land or a building in a land use district for which a development permit may be approved at the discretion of the Development Authority with or without conditions.

Energy Industry or Energy Development: Industry that uses some form of alternative energy either as the source of its operation or the result of its operation, such as, but not limited to, wind farms, solar farms, hydroelectric dams among others.

Environmental Reserve: Regulated through the Municipal Government Act (MGA), it is the transference of land from the landowner to the municipality through the subdivision process. The lands can consist of water bodies, steep slopes, gullies, or drainage courses, and would be required to remain in its natural state.

Environmental Reserve Easement: Similar to an Environmental Reserve, the ERE however allows the title to remain under the landowner, instead of with the municipality. Similar restrictions apply with an easement, such that the land would be left in its natural state.

Environmentally Significant Area (ESA) means an area defined as an Environmentally Significant Area within the applicable land use bylaw of the approving municipality.

Environmental Site Assessment (ESA – Phase I or II): An investigation in relation to land to determine the environmental condition of property. It includes a Phase 1 environmental site assessment, a Phase 2 environmental site assessment and confirmatory investigation.

Extensive Agriculture: The general raising of crops and grazing of livestock in a non-intensive nature.

Extractives or Extractive Industry: Use of lands that are governed by the location of a natural resource such as, but not limited to, sand and gravel, oil and gas, or logging which involves the extraction or onsite processing and/or storage of a natural resource.

Historical Resource Value (HRV): Lands that contain or are believed to contain historic resources, including primarily archeological and paleontological sites, Aboriginal traditional use sites of a historic resource nature, and historic structures.

Intensive Agriculture: If not defined in the respective municipalities' Land Use Bylaw, it is any concentrated method used to raise crops or to rear or keep livestock, animals, poultry or their products for market including, but not limited to,

such operations as horse riding stables, poultry farms, pastures, rabbitries, fur farms, greenhouses, tree farms, sod farms, apiaries, dairies, nurseries and similar specialty uses conducted as the principal use of a building or site.

Intermunicipal Border: The shared border between Kneehill County and Wheatland County.

Intermunicipal Development Plan (IDP): A statutory document, adopted by bylaw in accordance with section 631 of the *Municipal Government Act*, which is used by municipalities as a long-range planning tool.

Intermunicipal Development Plan Committee (the Committee): The members assigned by each respective Council for the purposes of administering and monitoring the Intermunicipal Development Plan.

May: Is an operative word that means that there is a choice, with no particular direction or guidance intended.

Municipalities (the Municipalities): The municipalities of Kneehill County and Wheatland County.

Municipal Government Act (MGA): The Municipal Government Act Revised Statutes of Alberta 2000, Chapter M-26, as amended.

Municipal Development Plan (MDP): A statutory plan, adopted by bylaw in accordance with section 632 of the *Municipal Government Act* and used by municipalities as a long-range planning tool.

Permitted Use: The use of land or a building in a land use district for which a Development Authority shall issue a development permit with or without conditions providing all other provisions of the Bylaw are conformed with.

Plan: The Kneehill County and Wheatland County Intermunicipal Development Plan.

Plan Area: The lands defined in this document on Map 2 noted as “Plan Area” (approximately 1 to 1.5 miles on either side of the shared border) to which the policies of this document pertain.

Provincial Highway: A road development as such by Ministerial Order pursuant to the *Highway Development and Protection Act*, Alberta Regulation 326/2009.

Ratepayer: A land owner within the municipality who pays taxes to the respective municipality and is considered a stakeholder in public matter relating to the municipality.

Red Deer Regional Plan: The Regional Plan and regulations for the Red Deer Regional Plan area established by Order of the Lieutenant Governor in Council Pursuant to the Alberta Land Stewardship Act.

Renewable Resource/Energy: A natural resource or form of energy that can replenish on its own with time.

Shall: Is an operative word that means the action is mandatory.

Should: Is an operative word that means that in order to achieve the Plan's objectives, it is strongly advised that the action be taken.

Soil Classifications: The classification of soils in accordance with the Canadian Land Inventory on the basis of soil survey information, and are based on intensity, rather than kind, of their limitations for agriculture.

Class 1 – Soils in this class have no significant limitations in use for crops.

Class 2 – Soils in this class have moderate limitations that restrict the range of crops or require moderate conservation practices.

Class 3 – Soils in this class have moderately severe limitations that restrict the range of crops or require special conservation practices.

Class 4 – Soils in this class have severe limitations that restrict the range of crops or require special conservation practices.

Class 5 – Soils in this class have very severe limitations that restrict their capability in producing perennial forage crops, and improvement practices are feasible.

Class 6 – Soils in this class are capable only of producing perennial forage crops, and improvement practices are not feasible.

Class 7 – Soils in this class have no capacity for arable culture or permanent pasture land.

South Saskatchewan Regional Plan (SSRP): The Regional Plan and regulations for the South Saskatchewan Regional Plan area established by Order of the Lieutenant Governor in Council Pursuant to the *Alberta Land Stewardship Act*.

Stakeholder: A person with an interest or concern in matters pertaining to this Plan.

Statutory Plan: As per Part 17 of the *Municipal Government Act*, is an intermunicipal development plan, a municipal development plan, an area structure plan, or an area redevelopment plan adopted by a municipality under Division 4 of the *Municipal Government Act*.

Subdivision and Development Authority: Within the boundary of Kneehill County means Kneehill County Subdivision and Development Authority, and within the boundary of the Wheatland County means the Wheatland County Subdivision and Development Authority.

Wheatland County

Request for Decision

Regular Council Meeting

May 19, 2020

Report prepared by: Vern Elliott



Appointment of Fire Guardian

Recommendation from Administration

THAT Council appoint Mike Hager (Hussar Fire Department) as Fire Guardian for Wheatland County for a term of May 19, 2020 to March 1, 2021.

Chief Administrative Officer's Comments

Council appointed 17 Fire Guardians via resolution 2020-02-70 at the February 18th, 2020 Regular Council Meeting.

Report

Council to accept and appoint the above-mentioned individual as a Fire Guardian. This individual will in turn operate the Fire Permit program which provides County residents with the ability to burn acceptable materials in a safe manner for legitimate reasons.

By appointing this individual, it will fill the vacant Fire Guardian position for the Hussar area.

Relevant Policies, Practices, and Legislation

Fire Services Bylaw 2019-06 – Section 8.1 – *'Each year before the first of March, the Council shall appoint a sufficient number of Fire Guardians to enforce the provisions of the Forest and Prairie Protection Act and this Bylaw within the boundaries of the County.'*

Alignment with the Strategic Plan

Wheatland County Values – Transparent, Accountable and Open

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

Hussar will have an individual who can approve fire permits within the area.

Organizational

N/A

Financial

N/A

Environmental, Staff, and Public Safety

Fire Guardians provide a checkpoint for fire permits which provide a safe, efficient and effective means of monitoring burning of appropriate materials by the community.

Follow-up Action / Communications

Inform potential fire guardian candidate of Council's decision.

Report Approval Details

Document Title:	Appointment of Fire Guardian.docx
Attachments:	
Final Approval Date:	May 11, 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

Request for Decision

Regular Council Meeting

May 19, 2020

Report prepared by: Patrick Earl



WC Mercantile Overview

Recommendation from Administration

THAT Council accepts the WC Mercantile Overview as information.

Chief Administrative Officer's Comments

N/A

Report

The WC Mercantile as an economic development sector focus on agriculture value-chain development in Wheatland County. This report explores if the Economic Development division could develop an initiative under the WC brand similar to a livestock association in another region.

That attached file gives an overview of the WC Mercantile as it relates to agriculture value food chain.

Relevant Policies, Practices, and Legislation

N/A

Alignment with the Strategic Plan

Aligns with Wheatland County's Economic Development Strategy.

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

The report is for information only

General

N/A

Organizational

The initiatives being discussed relate to the Economic Development division within Community and Development Services.

Financial

N/A

Environmental, Staff, and Public Safety

N/A

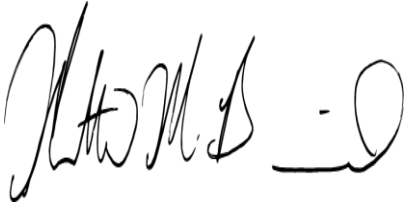
Follow-up Action / Communications

Continue to develop the WC Mercantile.

Report Approval Details

Document Title:	WC Mercantile Overview.docx
Attachments:	- WC-Mercantile-Overview-Report.pdf
Final Approval Date:	May 11, 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



MERCANTILE

Wheatland County Food Initiative

#infinitewc #wcmercantile



Economic Development Strategy and Implementation Plan

The Wheatland County Economic Development Strategy, adopted in November of 2018 and was followed up with an implementation plan in the following year. With both of these completed, the economic development division designed and completed the WC brand for the entire Community and Development Services department. The brand tells the story of the process of responsible development within Wheatland County. In economic development, the deployment of its process has a design within six channels.

The channels are developed in the order of brand, sector focus, investment readiness, business retention & expansion (BR&E), investment readiness and visitation. The sections are grouped into three groupings of brand, fundamentals and marketing. The brand is brand and a necessary first step. The second step, which is the fundamental group, contains sector focus, investment readiness and BR&E. Marketing is investment attraction and visitation, which is done once the other two sections are developed out.

Initiative development, such as the WC Mercantile, would have a similar flow where applicable in its design with brand, then fundamentals and followed by marketing.



Project Design of the WC Mercantile

The “why”

Currently, Wheatland County does not have a comprehensive database of agriculture producers and processors in the region, nor does it have a database of the regional market of Calgary for the other side of the agriculture value chain. The concept of the WC Mercantile initiative is to compile this complete value chain database and work on supporting the entire chain as a regional economic development initiative.

With this knowledge base, we can then work at enhancing the industry sector to encourage agriculture market development and investment in Wheatland County. Wheatland County’s most prominent industry is agriculture. Ensuring its vitality through economic development support is the primary reason the WC Mercantile initiative was developed as the first tertiary brand within the Economic Development division under the WC department brand in Wheatland County.

The Design

The project design of the WC Mercantile is to assist the agricultural sector in Wheatland County in support of connecting into the Calgary region initially, and beyond once the initiative matures. On the flip side, the WC Mercantile will also highlight Wheatland County as a rich agricultural region to invest in a startup or expand an agriculture operation. The WC Mercantile provides promotion and an integrated value chain network to market and/or process the products an operation wishes to produce.

The WC Mercantile fundamentally is a network of the agriculture value chain in Wheatland County from production, processing to final sale with a system of marketing product along the entire value chain from farm, through processing to final sale.

Activities throughout the life of the WC Mercantile are building the network, marketing the source Wheatland farms & processors to each other in the network and then to the retailers, restaurants and consumers that would purchase the final products.

Several implementation actions to make the initiative work will be identifying and connecting industry within the value chain, building a database and then connecting them. Through connectivity, work at getting industry within the value chain to find synergies to refine agricultural products and a market to sell to in the first phase region, the Calgary region.

The WC Mercantile brand will aid in marketing this effort to the retailer and consumer for purchase. As the brand builds awareness through marketing, the value chain can leverage the brand for their own needs of self-promotion and partner with other producers, processors, restaurants and retailers. They can also showcase their products through events such as farm tours, processor tours, culinary experiences etc. to their stakeholders.



Wheatland County
Community & Development Services

tertiary brands →



MERCANTILE
Wheatland County Food Initiative

other sector development
off ag modeling of Mercantile

other sector development
off ag modeling of Mercantile

Building the farm and retail database within Wheatland to build the collective under the Mercantile brand (grant project)

Working with farms and local retail to participate within the Mercantile and collective marketing

Storytell of farms and doing FAM tours (people and food/product stories) for promotion to culinary and retail market in the Calgary region under brand

Developing agriculture sector profile and highlighting Mercantile to aid in promoting new farm development and connections to regional markets

Designing Mercantile into a event product to get sourcing events under one initiative (Mercantile taste events and showcases) and promotes the Mercantile brand at the same time. Mercantile event supports could even happen in another community like Calgary promoting the WC agriculture story.

Over time as the tertiary brand gets known and understood it should portray Wheatland as a place to start a farm business or value-added operation (i.e. ag processing). 'open for business'

outputs →

section on website
highlighting story, farms,
restaurants/retailers

culinary
cookbook

reusable
event
signage

event and
farm photo
video library
(CrowdRiff)

local food
highlighting
in participating
restaurants
(Mercantile logoing
in menus etc)

strategy on
development flow
for new farm
development
and expansion
(land use & permitting)

The WC Mercantile Brand within the WC Brand

Sometimes there are initiatives with a hyper-focus. These initiatives require a little more detail within the core brand. Similar to a particular product brand under a large corporation, tertiary brands (sub-brands) would exist under this brand. The WC Mercantile would fit in this design.

The elements and activities of the WC Mercantile is a primary one with a large amount of marketing, which has a slightly different tone to engage the stakeholders we attempting to make a call of action and engagement we desire.

Over time, other new initiatives will develop other tertiary brands within the core WC brand and designed to speak to those initiative targets in different economic sectors or stakeholder groups.

Visually the WC Mercantile identity will look very similar to the visual identity of the WC. Its flavour of imagery and tone used will tie to the message of the WC Mercantile and stay within the WC overall tone.

The ultimate goals of the WC Mercantile are to network and showcase the agriculture value-chain within Wheatland County. With this collective concept, market all of it to the end of the value chain to retailers and consumers. Working together with stakeholders in the value chain, we can better communicate with the industry in the region to promote efficiencies, export readiness through the collective chain and market more efficiently as a sector group to markets.

The enhanced value for support of the WC Mercantile by the value chain would be gathering industry experts to aid in educating farms and processors in Wheatland County. These experts would specialize in market development, business optimization, succession planning, investment for expansion through planned workshops. This knowledge and expertise would also be collected and available through the WC Mercantile for the initiative's partners. The complete value chain database would also be accessible to producers, processors, retailers, restaurants, experts and buyers. It will highlight the agriculture operations with available product and investment opportunities to support the value chain.

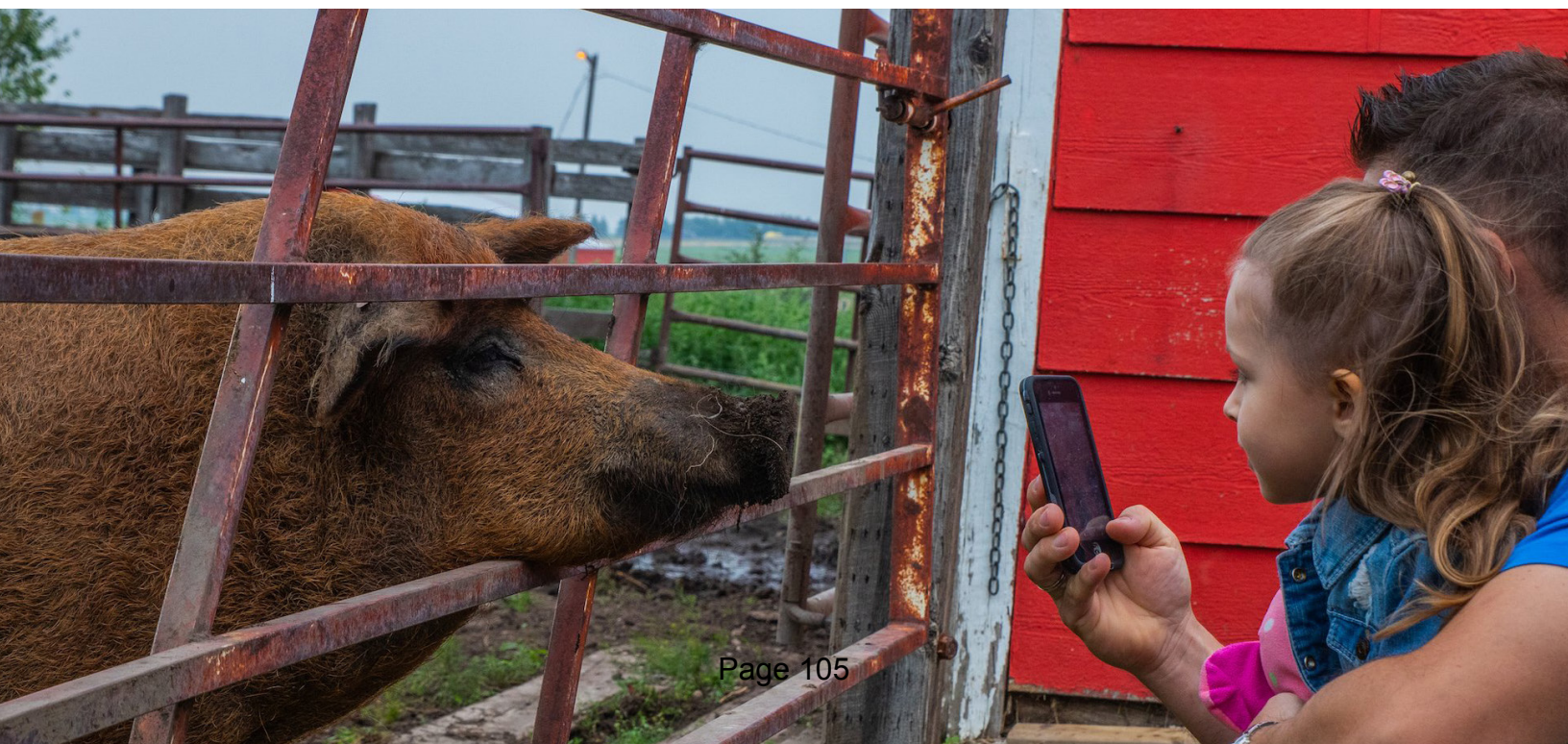
Upon the successful development of the WC Mercantile, the intent is to migrate this model to other industry sectors to aid in growing them as well; to improve the diversification of the economic activities in the Wheatland region.

Implementation Plan

The WC Mercantile is currently having its deployment designed to roll out in the summer of 2020. The initiative is being laid-out into a grant proposal hosted through Community Futures Wild Rose and the Western Economic Diversification Rural Opportunity Fund to assist in the launch of the WC Mercantile. It will also help in network development into the culinary and retail market in Calgary through familiarization tours within Wheatland County. Within the grant, submission is a comprehensive two-year implementation plan.

If the grant is not possible, then connecting into the end part of the value-chain will take a little longer to do. The summer of 2020 will see the launch of the initiative regardless and development of workshops and build the farm and processor database within the Wheatland region. The WC Mercantile will be the sub-brand to highlight the activity and value-chain of agriculture to expand awareness for farms, processors and sales of product that all stakeholders in the Wheatland region can utilize. They can use the WC Mercantile as a support for marketing, networking and connecting to agriculture stakeholders outside of the region through the economic development division. Similar to how tourism operations can use CrowdRiff and the WC to promote their operations. CrowdRiff is also available to assist in the WC Mercantile stakeholders as well.

Regardless of the success of the grant application, the WC Mercantile will launch this summer and efforts into the database development will happen as well as an online directory and workshops to assist farms, processors and retailers and consumers. We will continue growing the initiative through working at sponsored promotional events and tours to build the WC brand and WC Mercantile.





#infinitewc #wcmercantile

Patrick Earl
Economic Development Officer
Wheatland County
403-361-2163
patrick.earl@wheatlandcounty.ca
infinitewc.ca



Wheatland County

Request for Decision

Regular Council Meeting

May 19, 2020

Report prepared by: Margaret Desaulniers



Correspondence and Information Items

Recommendation from Administration

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

- Seniors & Housing Information – Re: Seniors' Week – Community Declaration

Chief Administrative Officer's Comments

N/A

Report

N/A

Relevant Policies, Practices, and Legislation

N/A

Alignment with the Strategic Plan

N/A

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

N/A

Organizational

N/A

Financial

N/A

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

Direction of Council

Report Approval Details

Document Title:	Correspondence and Information Items - May 19 CM.docx
Attachments:	- Seniors' Week.pdf - Community Declaration.pdf
Final Approval Date:	May 12, 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

Subject: FW: Seniors' Week – June 1 to 7, 2020
Attachments: Community Declaration.pdf

From: Seniors and Housing Information <Seniorsinformation@gov.ab.ca>
Sent: Tuesday, May 12, 2020 9:01 AM
Cc: Seniors and Housing Information <Seniorsinformation@gov.ab.ca>
Subject: Seniors' Week – June 1 to 7, 2020

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. Seniors and Housing encourages communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during Seniors' Week, June 1 to 7, 2020.

The Honourable Josephine Pon, Minister of Seniors and Housing, encourages all municipalities, First Nations communities and Metis Settlements to officially declare Seniors' Week. Attached is a Community Declaration to show your community's support and to generate greater awareness of the importance of seniors in Alberta. Please notify us of your declaration by emailing seniorsinformation@gov.ab.ca so this information can be highlighted on the ministry's website. Updates for Seniors' Week will be posted to the ministry website at <https://www.alberta.ca/seniors-week.aspx> over the coming weeks.

During these challenging times, Albertans are encourage to consider innovative ways to recognize, celebrate and support seniors in their communities while adhering to current social distancing restrictions. Visit <https://www.alberta.ca/index.aspx> for the most up-to-date information. If you are planning virtual events, please submit them to [Seniors and Housing Events Calendar](#) for consideration.

Thank you for your ongoing support of seniors in Alberta.



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 1 – 7, 2020 to be Seniors' Week in

Community

Official Title

Official Signature

A blue ink handwritten signature, appearing to be "Josephine Pon", written over a horizontal line.

The Honourable Josephine Pon, Minister of Seniors and Housing

Wheatland County

Request for Decision

Regular Council Meeting

May 19, 2020

Report prepared by: Margaret Desaulniers



Correspondence & Information Item – Re: WRC

Recommendation from Administration

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

- Wheatland Regional Corporation – Re: Redland

Chief Administrative Officer's Comments

N/A

Report

N/A

Relevant Policies, Practices, and Legislation

N/A

Alignment with the Strategic Plan

N/A

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

N/A

Organizational

N/A

Financial

N/A

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

Direction of Council

Report Approval Details

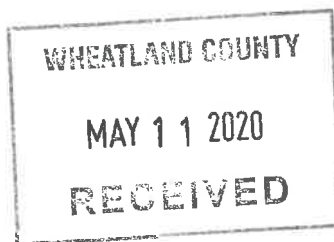
Document Title:	Correspondence and Information Items - May 19 CM (2).docx
Attachments:	- Wheatland Regional Corp - Redland.pdf
Final Approval Date:	May 12, 2020

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 Regional Corporation
320 Main Street,
PO Box 196
Rockyford, AB T0J 2R0
Tel 1-403-325-9972
admin@wrc-ab.ca



MAY 7, 2020

Wheatland County

Hwy 1, R.R. 1, Strathmore AB T1P 1J6

Dear Wheatland County Council and CAO,

The WRC Board met on Tuesday April 21, 2020 at which time servicing the people of Redland was a topic of discussion. At this time, services to residents in Redland was not part of the tender packages to contractors, but can be added as an addendum at a later time.

We understand that Redland is not considered a hamlet of the County and as such servicing the residents that live there will take some consideration and discussions with those residents who would like to receive water from the pipeline going to Rosebud.

One discussion point that WRC needs to have with the County is in regards to who will be billing the Redland residents; are they considered rural hook ups and so will be WRC customers, or will the County be billing the residents directly as you do Rosebud, and Gleichen?

As for the actual connection off the main line, at this point WRC is suggesting there be two stubs, one placed on either side of the road going through Redland. This would allow us all more time to plan the best way to service those who want to connect and the costs associated with the connections.

We look forward to working with Wheatland County to discuss and plan the best possible servicing options for the residents of Redland. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Leah Jensen".

Leah Jensen

GENERAL MANAGER