

September 1st, 2015

Agenda

Special Council Meeting – Call to Order – 6:00 PM

Adoption of Agenda –

In-Camera – Closed Session – Personnel

Correspondence – Items Arising:

- 1. AUMA Convention – 2015 A1**

CAO Report Memos:

- 1. Land Use Bylaw (LUB) #461 – Development Refusal**
 - a. Flagstaff Lodge Update**
- 2. Fire Agreement – Update**
 - a. August 31st, 2015 - Meeting Notes and Action Items**
 - b. Flagstaff County – Fire Services Agreement Letter – August 28th, 2015**

Business:

- 1) 2015 By Election B1**
- 2)**
- 3)**

Adjournment -



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AUMA Convention and AMSC Trade Show 2015



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AUMA Convention	AMSC Trade Show
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Become a sponsor	Awards
Election procedures handbook Nomination forms	Future convention dates: 2016 October 5-7 Edmonton 2017 November 22-24 Calgary 2018 Sept 26-28 Red Deer

Hotel available:

September 22-25

Contact: Town of High Prairie Treasurer

[Hermann Minderlein](#) 780.523.3388

2015 AUMA Convention host hotels: *A deposit equal to the first night's stay and the last night's stay is required to hold each guest's reservation. Such deposit is non-refundable and is required at the time of booking in order to secure the reservation for the dates the guest is booking. Upon check-in, that deposit will be applied to the first and last night of the reserved stay. These deposits are paid by the individuals and are told upon making the reservation that it is a **non refundable** deposit. The AUMA, at no time, will be responsible for paying out any of the individually booked guest deposits.*

Date

September 23 - 25, 2015

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Location

Calgary
TELUS Convention Centre

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Register

from \$725

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AUMA Convention and AMSC Trade Show 2015

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Day 1 - Tuesday, September 22

Time	Session	Speaker

9:00
am-
12:00
pm

Building Smart and Innovative Communities

The world's communities are becoming increasingly urbanized, digital and connected. At the same time, citizen expectations, infrastructure needs, and cost pressures continue to rise. Municipalities have a tremendous opportunity in responding with smarter approaches—leveraging innovation, technology, and data to support efficiency and quality of life.

The Alberta Smart City Alliance is pleased to offer a unique session for AUMA delegates focused on supporting Alberta's Smart communities. Leading Canadian Smart City experts will offer their insights, specific Alberta projects will be highlighted, and an interactive discussion will explore just how to deliver real results.



Brian Purcell

Brian Purcell is IBM Canada's Smarter Cities Executive with national responsibility for the strategy and execution of IBM's Smarter Cities initiative. This program is aimed at helping municipalities of all sizes, as well as other Public Sector organizations, capitalize on new technologies and insights to transform their systems, operations and service delivery. Brian collaborates with various specialists, IBM line-of-business teams, and IBM Business Partners to deliver solutions that create new value for forward-thinking clients and help turn challenges into opportunities.



Ron Gordon

Ron Gordon is Cisco Canada's Senior Advisor for Smart+Connected Communities (S+CC), responsible for assisting municipalities use information and communications technology (ICT) and the Internet to address urban challenges.

Gordon has over 30 years' experience working in the technology industry including roles in business development, planning, solution sales, sales management and product management. He joined Cisco in 2007 and has worked on several S+CC projects focused on addressing a variety of challenges faced by urban centres including job creation, economic growth, environmental sustainability and social engagement.

Prior to Cisco, he served as a product and marketing manager at Avaya and held positions at Bell Canada and TTS Meridian

Systems. Gordon holds a bachelor's degree in geography from the University of Toronto.

Engaging citizens, leading communities

Is public input common in your community? Do citizens have a voice in establishing the direction of your council's decisions? While municipal governments are closest to the people, engaging citizens is both a privilege and a challenge for municipal leaders. This course will offer advice on how to remove common barriers to community engagement and how to create a culture of collaboration amongst municipal leaders and citizens.

This newly redeveloped curriculum will examine the role citizen participation plays in building strong, vibrant communities. It is designed based on the



Maria deBruijn, MA

Maria is the primary architect of the AUMA/AAMDC Citizen Engagement Toolkit and EOEP course and founder of Emerge Solutions, Inc., a consultancy that partners with municipalities and not-for-profit organizations seeking better ways to communicate, engage with and make decisions in concert with their colleagues

9:00 am-4:00 pm	<p>brand new citizen engagement resource developed by the AUMA and AAMDC. Participants will discuss methods to empower community groups and tools to support the relationship between council, administration, the public and media.</p> <p>Learning objectives</p> <ul style="list-style-type: none"> Learn how to work with community groups, organizations and other governments to develop services and solutions. Consider the benefits of improved two-way communication with citizens. Develop effective approaches to managing change. Harness the power of social media to connect with citizens. Understand the impact that municipal governments have on communities and stakeholder groups. 	<p>and the public. She has created and delivers content for four University of Alberta graduate courses, including the elective Civic Engagement in the Digital Age, and two University of Alberta Social Media Citation courses. She is also an instructor with the U of A's National Advance Certificate in Local Authority Administration.</p> <p>Before founding Emerge Solutions, Inc. in 2010, Maria spent 10 years leading communications, engagement and organizational planning in the public sector. She also completed her Master of Arts in Communications and Technology, with a capstone research project focused on digital engagement in the public sector.</p>
9:00 am-4:00 pm	<p>The good, the bad, and the ugly: Ethics and municipal politics</p> <p>Elected officials are public figures. They are watched, critiqued, and often judged harshly. Citizens expect their leaders to behave ethically, but what does ethical mean?</p> <p>This course will discuss important and challenging concepts, providing answers to complex questions such as...How do you balance transparency with confidentiality? How do morals inform decision-making? What ethical expectations do citizens have of their elected officials?</p> <p>Understanding your ethical obligations and appreciating how important ethical principles can inform your service to the public will make you a more confident, effective, and accountable municipal leader.</p>	

Learning objectives

Understand what constitutes ethical behaviour and decision making.
 Consider common public expectations of ethical behaviour.
 Discuss how to navigate ethical challenges.
 Create codes of ethics and values.
 Reflect on current municipal ethical issues.
 Understand the fiduciary responsibilities of an elected official.



Shauna Finlay

Education

1995 – B.A., University of Alberta (with Honours)

1999 – LL.B., University of Alberta

2000 – Admitted to the Alberta Bar

2001 – Admitted to the Ontario Bar

2007 – Admitted to the British Columbia Bar

Practice Areas

Administrative, Municipal, Media & Defamation

Experience

Shauna articulated at a national firm in Calgary and then worked at a major mergers and acquisitions firm in Toronto. She then returned to Edmonton in 2003 to work at the Alberta Court of Appeal before working and then becoming a partner at an international firm between 2004 and 2014.

The times, they are a changing...What you need to know about the amendments to the MGA
 This session will discuss the amendments to the Municipal Government Act introduced in March 2015,

Shauna joined RMRF in 2014.

Shauna's practice focuses on the areas of municipal taxation and assessment, professional and regulatory compliance, environment, and municipal law.

Associations & Memberships

- Law Society of Alberta
- Canadian Bar Association

Educational Leadership

- Visiting speaker, University of Alberta, Faculty of Law – environmental law classes
- Visiting speaker, Northern Alberta Institute of Technology – photojournalism course



Sean Ward

Education

2003 – B.A., University of Alberta

2006 – LL.B., University of Alberta

2007 – Admitted to the Alberta Bar

Practice Areas

Municipal, Administrative, Constitutional & Chart of Rights, Construction, Employment, Media & Defamation

Experience

Sean currently carries on a general practice with an emphasis on municipal,

1:00-
4:00
pm

and highlight potential issues arising from the changes with a focus on what municipalities can do to bring their policies and practices into compliance with the new legislation.

Topics will include the roles and responsibilities of council and administration, governance issues, public participation in municipal governance, and planning and development matters.

administrative and media law. Sean is also a member of the firm's Construction Law Team and provides advice to both owners and contractors on various contracting issues and construction disputes.

Associations & Memberships

- Law Society of Alberta
- Canadian Bar Association
- Canadian Media Lawyers' Association

Educational Leadership

- Lecturer, Grant MacEwan University: "Legal Issues for Writers"

Community Involvement

- Past Chair, Candora Society of Edmonton



Daina Young

Education

2005 – B.A, University of Alberta (with Distinction)

2008 – LL.B., University of Alberta (with Distinction)

2009 – Admitted to the Alberta Bar

Practice Areas

Municipal, Litigation, Construction, Administrative, Constitutional & Charter of Rights, Collections & Foreclosures

Experience

Prior to articling, Daina worked at the Centre for Constitutional

Studies. She then articulated at the Alberta Court of Appeal before joining RMRF. Daina carries on a general practice of law with an emphasis on municipal law and civil litigation. She has appeared before all levels of Alberta Courts and has acted as counsel for administrative tribunals including subdivision and appeal boards.

Associations & Memberships

- ☐ Law Society of Alberta
- ☐ Canadian Bar Association
- ☐ Canadian Bar Association, Co-Chair of Municipal Law Section

Awards & Achievements

- ☐ Master L. D. Hyndman Memorial Prize in Professional Responsibility

Educational Leadership

Daina regularly writes on municipal law issues and has given presentations at a number of municipal association conferences including:


- ☐ Alberta Urban Municipalities Association
- ☐ SLGM

Community Involvement

- ☐ Volunteer, Civil Claims Duty Counsel Project

Day 2 - Wednesday, September 23

Time	Session	Speaker
7:00-	Breakfast Join delegates for a hot buffet breakfast before	

8:00 am	heading out to the committee report sessions.	
8:30-9:45 am	<p>Energy in Alberta - What does the future hold? Alberta's energy sector plays a crucial role in the province's economic performance. Municipalities are directly and indirectly impacted by the energy economy through the ups and the downs; dealing with industry-related infrastructure, environmental and social impacts. In this presentation, the Infrastructure and Energy Committee will explore the impact of energy prices on Alberta's economy and explain the state of the sector in relation to electricity, oil, gas and renewables.</p>	 <p>Todd Hirsch</p> <p>Todd Hirsch holds a BA Honours in Economics from the University of Alberta and an MA in Economics from the University of Calgary. For over 20 years he's worked as an economist at Canadian Pacific Railway, the Canada West Foundation and the Bank of Canada. For almost a decade, Todd taught economics at the University of Calgary. He released his first book, <i>The Boiling Frog Dilemma: Saving Canada from Economic Decline</i> in 2012. Todd provides economic commentary for several Canadian media outlets and is a regular columnist for the <i>Globe and Mail</i>. He currently serves on the Alberta Economic Development Authority, the University of Calgary Board of Governors and is the chair of the Premier's Council on Culture. The federal government honoured Todd for his contribution to the community with the Diamond Jubilee Medal. He also writes an economic update called <i>The Owl</i> that is sent to thousands of subscribers around the world every day.</p>

**Jeff Gaulin**

Jeff Gaulin is the Vice President, Communications at the Canadian Association of Petroleum Producers. He is responsible for enhancing public confidence in Canada's oil and gas industry to enable both production and export growth.

Prior to CAPP, Mr. Gaulin was Vice President, Marketing, Communications & Government Relations at Tervita Corporation. Over his tenure he successfully led an internal cultural reorganization and spearheaded partnerships with the Calgary Stampede and Government of Alberta for Tervita to provide emergency response services during the Alberta floods in 2013.

**Roy Stuart**

Roy Stuart leads Aon Hewitt's pension and benefits Governance practice in Canada and consults with clients in the public and private sectors. He is a frequent speaker on pension, benefits and related public policy issues. And he teaches the

Keep up to date with changes to retirement services

The APEX Board of Directors was established to provide oversight and direction for the APEX Defined Benefit Plan and has now expanded its oversight to include all retirement service plans. In light of the significant governance changes over the

8:30-

9:45 am

last year—to include all retirement service offerings
– Roy Stuart of AON will talk about governance of retirement services and highlight the important work that has been undertaken to elevate the governance of our retirement services portfolio.

Humber College pension administrator's certificate course and trustee development courses and conducts retirement and financial planning seminars.

Roy has been providing advice on pensions, benefits and related financial matters for over 36 years and has worked for Treasury Board Canada as a senior advisor on pensions and human resources issues.



Evelyn Main

Evelyn has over three decades' business experience where she has worked with individuals / teams / departments in setting their vision, deciding on action steps and realizing the change they want. She is a professionally trained coach and team facilitator. Her experience includes the successful design and implementation of a formal mentoring program Calgary Heath Region (now Alberta Health Services). Ev believes that people make real changes when they find the solutions within themselves. Evelyn has worked in a number of industries including real estate, academics, health care and oil and gas. She is a Principal of Elevate, a coaching and consulting organization based

Inspire those around you; be an effective mentor

8:30-
9:45 am

In a survey of AUMA's elected officials, enabling peer mentorships was identified as a key action item for achieving results. In response to this information, the Elected Officials Professional Development Committee created session in which participants can learn from experienced mentors how to be an effective mentor for your peers, colleagues and staff; helping to guide, inspire, and encourage them in achieving their goals.

in Calgary, Alberta



Roxanne Carr

Roxanne Carr is serving her first term as Mayor of Strathcona County. Previous to her role as mayor, she served as the Councillor for Ward 2 for two terms starting in 2007. Mayor Carr is a community leader, a team builder and passionate that the residents of Strathcona County experience the highest quality of life.

Mayor Carr holds a Bachelor of Science from the University of Guelph, Ontario. Prior to serving on council, she was the Economic Development Office for Lamont County. She comes to the table with a diverse career background that helped prepare her to be the Mayor of a specialized municipality with a unique blend of urban and rural life.



Greg Krischke

Mayor Greg Krischke is serving his fourth term as

8:30-
9:45 am

Be the change; municipal leadership in mitigating and adapting to climate change

Municipalities large and small are tackling climate change head on, reducing greenhouse gas emissions and building communities that are more resilient to extreme weather. The Sustainability and Environment Committee has created a session in which municipal leaders will share how they are championing practical initiatives that will reduce the impact of climate change on their communities and help save money over the long term. The Municipal Climate Change Action Centre will explain how its new funding program can help improve energy efficiency in municipal facilities.

Mayor of Leduc. Prior to becoming Mayor in 2004, he served three terms as Alderman. Before entering local politics, Greg held several senior management positions with Air Canada. He is the owner/operator of a local retail business and a strong advocate of the community and is a recipient of the Alberta Centennial Medal and Lieutenant Governor's Leadership Award for Active Communities.




Sharlene Brown

Mayor Sharlene Brown is serving as her third term as Mayor of Black Diamond. Prior to becoming Mayor in 2008, Sharlene served three terms as a councillor in the Town of Black Diamond. Sharlene has had a strong commitment to community sustainability and viability as being the co-writer of the Black Diamond Sustainability Plan in 2006, an active member of the community garden and a residential solar user.

AMSC services; Meeting the unique needs of members

The AMSC Board of Governors provides guidance, direction and oversight to a diverse portfolio of services. As such, members derive benefit from aggregated pricing for various service programs

8:30-9:45 am	<p>including: Energy, Risk Management, Insurance, Employee Benefits, Retirement Services, Consulting and Investments.</p> <p>In this session members of the AMSC, AMSCIS, and the MUNIX boards will be on hand as we introduce our newest offerings and updates on services.</p>	
10:00-11:30am	<p>Creating a culture of accountability Accountability is demonstrated when people take action and accept the consequences. Personal accountability is an admirable trait, one that everyone should be encouraged to attain; as a leader it is essential to create a culture of accountability for people—as individuals and as part of a team.</p> <p>Research indicates that holding people accountable for their actions generates positive effects: greater accuracy of work, better response to role obligations, more vigilant problem solving, better decision making, more cooperation with co-workers, and higher team satisfaction. As leaders it is our responsibility to create an environment where people strive to be accountable.</p> <p>This presentation will provide you with a framework to ensure your people are inspired to take responsibility and accept accountability, ultimately achieving success:</p> <p>Clarity of expectations: in low performing organizations there is typically a lack of clarity related to desired outcomes and behaviours.</p> <p>Capability to perform: without sufficient capability people can't perform adequately even if they want to.</p>	 <p>Rob Cooke</p> <p>As a leadership advisor and coach, Rob helps executives enhance leadership and organizational performance. His work integrates leadership assessment, advice, coaching and development with team performance enhancement and creating clarity of direction.</p> <p>Rob is known for his ability to effectively move between individual leaders and their teams, ensuring all are aligned and engaged. He has the ability and courage to challenge in a direct but positive manner, with the tenacity to get reality on the table. He understands the complexities of executive's relationships with boards, staff and customers and how these need to be managed. He also has a deep awareness of how organizations operate, how cultures support or hinder change, and how to best achieve transformation when it is required.</p>

A supportive culture: culture is about basic values and beliefs and these are hard to change, but leaders can change behaviour.

An inspirational environment: if people are not inspired, their contribution will be marginal. High performance comes from people who are inspired to greatness.

Rob is a Certified Executive Coach (Royal Roads University), has an Associate Certified Coach accreditation from the International Coaching Federation and holds a Master's Degree in Business from York University. He is also certified to utilize Myers Briggs and FIRO Element B instruments as vehicles for helping people develop a deeper understanding of their behaviour.



Maryann Chichak

AUMA Executive VP for Towns, AUMA Towns West Board Director, and Whitecourt Mayor Maryann Chichak is a long term resident of northern Alberta. She has a wealth of experience in the realm of municipal government, business management, and the banking industry. Maryann proudly holds the position as the first woman to be elected Mayor of Whitecourt, a role that she has taken on with great enthusiasm, interest, and heart.





Karen Garipey

Case studies: the new face of crime prevention

Citizens and municipal leaders agree that public safety is the cornerstone of thriving communities; and our communities are threatened by an

10:15-11:30 am	<p>undercurrent of criminal activity. Across the province, the increased presence of drug traffickers, gangs, human traffickers, and cyber-criminals is changing the nature of policing in Alberta. This session, led by the Safe and Healthy Communities Committee, will highlight recent successes in crime prevention, emerging threats, policing trends and opportunities to influence outcomes.</p>	<p>Karen Gariepy has always had a passion for getting people engaged with their communities and in the decisions which affect their lives.</p> <p>Since 1988, Karen has worked for various municipal governments in northern Alberta. Her experience in municipal government ranges vastly; she has worked in a number of areas such as Taxation and Assessment, Agricultural Services, Planning and Development, Finance, Family & Community Support Services and Crime Prevention.</p> <p>Karen is dedicated to reducing the rate of crime through proactive, preventative measures and continues to mobilize community in taking a role and responsibility in identifying local issues, coming up with solutions and being part of the implementation process.</p>
10:15-11:30 am	<p>Provincial-Municipal revenue models; What is right for Alberta?</p> <p>Municipalities in Alberta face an array of fiscal pressures - most notably population growth, infrastructure deficits, and conditional grant funding that is insufficient to meet municipal needs and is often unpredictable. It is increasingly apparent that a new model addressing the transfer of revenue from the province to municipalities is necessary. The Municipal Governance Standing Committee invites participants to explore different approaches to revenue sharing followed by other provinces and</p>	

	engage in a discussion of the benefits and pitfalls.	
10:15-11:30 am	<p>Responsible financial oversight; ensuring member confidence</p> <p>AUMA adheres to a thorough and stringent process in managing its own finances and those of its wholly-owned subsidiary, the Alberta Municipal Services Corporation. In this session, the Audit & Finance Committee will deliver a review of the financial statements and present its approach to investment. AUMA's CFO will provide an overview, to ensure that members are well versed in how membership dues are managed and how they provide a financial foundation to deliver effective advocacy and valued services.</p>	
10:15-11:30 am	<p>Advocacy efforts; voice your priorities to federal and provincial governments</p> <p>AUMA's Executive Committee is a catalyst for change across Alberta's municipal landscape. Responsible for driving both provincial and federal advocacy initiatives, the Executive Committee represents Alberta's communities on a wide array of issues.</p> <p>In this session, members will become more knowledgeable about the activities on both the provincial and federal fronts, reviewing the status of initiatives undertaken over the course of the past year as well as those ahead.</p>	
10:15-	<p>The upside of promoting tourism in small communities</p> <p>Did you know that in 2012, tourist spending in Alberta totalled \$7.41 billion? While leaders in many of Alberta's small communities recognize that tourism can be an important contributor to their economic development, they often do not know</p>	 <p>Mike Stolte</p> <p>Mike Stolte is the Executive Director of the Centre for Innovative & Entrepreneurial Leadership (CIEL – www.theCIEL.com). He is the originator and co-creator of the Business Vitality Initiative, the Community Vitality</p>

11:30 am	<p>how to effectively harness it.</p> <p>To guide and strengthen small communities' capacity to increase tourism in their areas, the Small Communities Committee has developed a toolkit called Tourism Vitality Alberta. Learn how you can leverage this resource to measure and improve the impact of tourism in your community.</p>	<p>Initiative, the Communities Matrix, the Community Check-up, and the Green Light Check-Up, all tools and processes to assess and strengthen communities.</p> <p>Mike has spent many years working in the field of community, economic & business/ entrepreneurial development. He has facilitated several national conferences and think-tanks, and has written many articles and publications in the field.</p>
12:30 pm	<p>Opening ceremonies and keynote</p> <p>Join us for the Opening Ceremonies and special keynote speaker Alvin Law.</p>	 <p>Alvin Law</p> <p>Alvin's mission is to spark a worldwide Attitude Revolution. A professional speaker for over 30 years, he uses his story to challenge and inspire people to rewrite the negative stories they tell themselves about themselves; to stop feeling like victims in their lives and get proactive; to stop making excuses and start making choices. Over 7,500 corporations, organizations and groups on five continents have used Alvin to ignite, engage and transform their people.</p>
1:45- 3:30 pm	<p>Resolutions</p> <p>Elected officials review, debate and vote on member resolutions-</p>	

3:00- 5:30 pm	Trade show opening Trade show dessert reception <i>sponsored by Sun Life</i>	
3:45- 4:45 pm	How do changes to the Building Canada Fund affect your community? Attend this session to learn how the Building Canada Funds are being used for public infrastructure projects in Alberta and across the country. The session features speakers from federal and provincial governments who will provide information on national, provincial / regional and small community funding envelopes.	
3:45- 4:45 pm	A New Entrepreneurial Approach to Recreation A review of the service delivery approach that has led to a significant increase in community engagement, program participation and financial sustainability in the Town of Canmore. Traditional methods of fostering participation and providing recreation services may not be generating desired outcomes. The Town of Canmore has partnered with Health Systems Group to tailor a service delivery model for Recreation Services that has doubled community participation from what is traditionally seen in a community of its size. In addition the model has increased its cost recovery significantly compared to benchmarks seen in its population category. Learn more about what has led to this success; the innovative approach to increasing community engagement; how it has evolved to balance the needs of private business and the lessons learned from the people who were the facilitators of this process.	



Rob Schaefer

Executive Vice-President,
Energy Marketing

Rob Schaefer leads the Energy Marketing business unit at TransAlta Corporation, which manages and markets TransAlta's third-party and merchant generation in the company's core markets.

Rob has over two decades of experience in Canada, the United States and Europe, including senior positions with several energy sector companies. He has held roles in strategy and business development, trading and marketing, risk management and finance over his 26 year career. Rob started his career in finance and immediately prior to joining TransAlta was Chief Financial Officer of Resin Systems, Inc. Some of his accomplishments include over \$3 billion in growth projects, the profitable growth of gas and power marketing units, and merging one of Canada's largest exporters of gas into a leading U.S. Merchant Power company's energy marketing business.

3:45-
4:45 pm

Decarbonization: What does it mean for Alberta's electricity sector?

Join TransAlta's Executive Vice-President of Energy Marketing Rob Schaefer to learn about the impacts of Alberta's transition from coal-fired generating plants to renewable energy sources. Such a transition requires the retirement of the province's existing coal-fired plants (which produce more than half of the province's electricity), and billions of dollars invested in renewable infrastructure.

Find out: what exactly this would mean for Alberta's electricity system and its policy framework; how Alberta can tackle this at a reasonable cost; what an accelerated transition would mean for Albertans.

MA Reception

To end the first day of the convention, join Minister Deron Bilous for the Municipal Affairs afternoon

4:30-6:30 pm	reception. Convention delegates can stop by and say hello to the Minister and other caucus colleagues in attendance, or take the opportunity to network with their municipal neighbors, all while enjoying a menu of hot and cold hors d'oeuvres.	
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Day 3 - Thursday, September 24

Time	Session	Speaker
7:00-7:30 am	Government breakfast Hot buffet breakfast sponsored by the Government of Alberta	
7:40-8:15 am	Minister's Awards Minister Deron Bilous will present the 2015 Minister's Awards for Municipal Excellence. Presented annually since 2001 at the AUMA convention, these awards recognize the outstanding practices shared through the Municipal Excellence Network. Excellence is recognized in six categories: Innovation, Partnership, Safe Communities, Smaller Municipalities, Large Cities, and Outstanding Achievement.	
8:30-10:45 am	Dialogue with Ministers Format TBD	
11:00-11:30 am	Premier's address Premier Rachel Notley to address event delegates.	
11:30-1:30 pm	Trade show lunch Join delegates in for the AMSC Trade Show luncheon to connect with exhibitors and be on hand for prize draws.	

Resolving conflicts within council so you can get back to business

Citizens have a right to expect that their Municipal Government fulfills its roles and responsibilities with integrity and in a professional manner; with a council and administration that is committed to achieving the outcomes associated with thriving, sustainable communities. While the Municipal Government Act provides that councils exercise the powers of the municipal corporation in the proper form, either by bylaw or resolution, it also offers a framework identifying the roles and responsibilities of elected officials and a specific code of conduct. Guest speaker Robert Noce will highlight these parameters for delegates.



JJ Brun

Have you ever had a great idea shot down by a colleague or by senior staff? Would you like to understand how some people always seem to be able to get support for their ideas? Our next speaker will show us how we can communicate to get support when presenting our ideas. In his presentation, world-class communicator, JJ Brun shares the principals to equip us to connect with any person or group for maximum impact.

Our speaker is a retired spy, trained by the military to operate in hostile environments to work with, and get support from, very skeptical locals. From him we will learn some of the ways to read people, recognize their motivations and understand how to get their support for our ideas and proposals.



Lea Brovedani

Lea Brovedani is an expert on trust, a Professional Speaker, trainer and coach who shifts individuals and organizations to higher productivity and

1:45 -
4:00
pm

With an appreciation for the expectations placed upon elected officials, Lea Brovedani will explore the importance of trust as a fundamental element in building productive relationships. The key to success is the ability to persuade someone you have no power over to work and collaborate with you in achieving a common goal; requiring a deep level of trust.

JJ Brun, a retired spy and interpersonal skills expert, will explain just how to get the buy-in needed to move forward when conflict and dissention arise. Participants will learn how to elicit important information; how to use words and phrases that will convince and persuade others to agree; often getting others to buy in when progress has been stalled.

better relationships by showing them how to increase and grow trust. She is the author of two books, "TRUSTED – A Leader's Lesson" and "Rebuilding Trust". As well her books, Lea writes articles for business magazines around the world.

Lea has worked with companies and individuals in North America, Europe, India, Indonesia, Singapore and Africa delivering keynotes and workshops on both emotional intelligence and trust. Her background includes being the HR Director for an international call center, President of a Recruitment firm, developer of a Trust Assessment and various management positions. She is a contributing member of Six Seconds, the largest Emotional Intelligence Network in the world, as well as a contributor/member of "Trust Across America – Trust Around the world".

Her first regular job was at the age of 12 delivering the daily paper in her hometown. She learned early on that you build trust by delivering what the customer wants, where and when they want it. She also learned you could achieve anything if you were willing to get up early in spite of the weather, work hard and keep on smiling.

Her kids will tell you that Lea can always be trusted to cry when she is picking them up or driving them to the airport. Her husband would tell you that she can't be trusted with the last piece of chocolate.

1:45-
2:45
pm

Understanding the implications of alternative forms of governance

Most of our municipal governance structures have been in place for a century but the world in which we live is nothing like it was 25 years ago, let alone 100. With unpredictable revenue streams, the everchanging needs of citizens, restrictive policies and procedures and outdated legislation, perhaps the biggest roadblock to progress is the governance structure itself. In this session, delegates will explore various approaches to governance—options being considered and/or implemented by municipalities across Canada. Case studies documenting real-life experiences will be discussed, illustrating the impact and implications of each.



Joyce Tustian

Joyce Tustian is a Director in the Edmonton Office of WMC (Western Management Consultants) and National Managing Director of the company. She joined WMC in 2011 after a lengthy career in municipal government. Joyce spent 35 years with the City of Edmonton, retiring as Deputy City Manager, and served as General Manager of five different Departments.

Joyce's practice at WMC focuses on bringing quality and timely insight, as well as strategic support to senior municipal leaders and public sector managers. Her direct experience in developing governance frameworks and practices, strategic planning, leadership change or new business practice development for large organizations provides a solid framework for assisting in complex municipal problem solving.

1:45-
2:45
pm

Representing your citizens; Inter-municipal development plans

Inter-municipal Development Plans (IDPs) provide a foundation for collaboration between adjoining municipalities. However, their effectiveness is only as good as the councils respecting their implementation. The intent of an IDP is to provide a clear framework for the future use of land and any other matter relating to physical, social or economic development as well as for developing clear policy on resolving conflict between the respective councils.



Nick Pryce

Nick has over 20 years of planning experience in New Zealand, Canada and the United Kingdom and is currently the Planning Lead for Western Canada with WSP. His work experience has been in both the private and public sectors with experience in sustainable development, alternative energy, transportation, governance, municipal planning, mixed land use development, climate change, and commercial and residential development. Nick specializes in the area of policy and regulatory development working for both the government agencies and developers.



Maria deBruijn

Maria is the primary architect of the AUMA/AAMDC Social Media Resource Guide and founder of Emerge Solutions, Inc., a consultancy that partners with municipalities

Engaging social media; Understanding the

1:45-
2:45
pm

benefits and avoiding the pitfalls

Is social media a challenge for your municipality? Do you want to know

how to authentically connect with your citizens? Not sure what social

media tools are the best ones to use? If you

answered yes to any of these

questions, our session on our new social media and citizen engagement

resource is for you.

The session will provide an overview of our new tool and will cover:

- The history of social media
- Determining if social media is right for you
- Understanding social media tools
- Managing negativity and risk

and not-for-profit organizations seeking better ways to communicate, engage with and make decisions in concert with their colleagues and the public. She has created and delivers content for four University of Alberta graduate courses, including the elective Civic Engagement in the Digital Age, and two University of Alberta Social Media Citation courses.

Before founding Emerge Solutions, Inc. in 2010, Maria spent 10 years leading communications, engagement and organizational planning in the public sector. She also completed her Master of Arts in Communications and Technology, with a capstone research project focused on digital engagement in the public sector.



Jim Ellis

Jim Ellis has more than 30 years' experience in the public sector, including seven years with the Government of Alberta.

He joined the Alberta Public Service in 2006 as the Executive Director of the Alberta Environment Support and Emergency Response

1:45-
2:45
pm

Effectively representing your municipality to the Alberta Energy Regulator & the National Energy Board

Municipal governments are responsible energy stewards; effectively and efficiently managing the environmental, infrastructure, social, and financial impacts of energy development and energy consumption in their communities. With this responsibility come many challenges.

Delegates are invited to participate in this interactive session where Jim Ellis (Chief Executive Officer, AER) and Robert Steedman (Chief Environment Officer, NEB) will share the mandates and key activities of their respective organizations. Discussion topics will include matters of particular interest to municipalities including first response and emergency management, and guidance for actively engaging public participation.

Team. In 2007, he was appointed Assistant Deputy Minister responsible for environmental regulatory affairs in Alberta.

Mr. Ellis was appointed Deputy Minister of Environment in 2008 and held that position until 2011 when he was named Deputy Minister of Energy. During his tenure with the Department of Environment, he led the development of numerous major environmental policy initiatives including the environmental frameworks for the Oil Sands Region within the Lower Athabasca Regional Plan; numerous climate change initiatives; and improvements to the environmental regulatory process for the oil and gas sector.

As the Deputy Minister of Energy, Mr. Ellis led the development and implementation of the Oil Market Diversification Strategy, was the lead provincial official for the Canadian Energy Strategy and oversaw implementation of the Regulatory Enhancement Project.



Paul McLoughlin

Paul McLoughlin has been a

1:45-
2:45
pm

Understanding Alberta's new provincial government

This session will provide delegates with an overview of the post 2015 political environment—how our new provincial government makes decisions, the impact on policy and what that means for municipalities. The discussion will be led by Paul McLoughlin, a keen observer and analyst of Alberta politics since 1983 when he became a member of the Alberta Legislature Press Gallery. Today, he operates at the centre of a broad-based political monitoring network of organizations, keeping interested Albertans up to date on relevant political developments.

keen observer and analyst of Alberta politics since 1983 when he became a member of the Alberta Legislature Press Gallery.

In 1993 he created Word of Mouth Communications which publishes Alberta Scan, a weekly newsletter about Alberta politics.

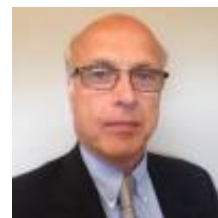
Word of Mouth is at the centre of a broad-based political monitoring network of organizations, keeping subscribers up to date on relevant Alberta political developments.

Paul can be heard Thursday mornings on CBC Radio in both Calgary and Edmonton talking about Alberta politics.

He has made speeches and presentations on Alberta politics to a wide variety of groups.

Recreation and Parks; Pathways to community well-being and vitality

Is your community a place where people want to



Bill Wells

Bill Wells is the Chief Executive Officer of the Alberta Recreation and Parks Association (ARPA). ARPA is a provincial, not-for-profit, charitable organization made up of volunteers, professionals, practitioners, academics, business people and locally elected officials committed to building healthy

3:00-
4:00
pm

live, work, learn and play? Does it offer a good quality of life and support well-being? How do you know? There are many challenges to communities today, like an aging population, infrastructure deficits, chronic disease, social disconnection, and climate change. Young people are also thinking more than ever about where they want to live before choosing a job. Welcoming communities with opportunities for positive social interaction and attractive spaces make people more attached to their communities and support economic vitality. Recreation and parks are essential to address these challenges, support well-being and help make your community a place people want to be. This session will highlight economic, social and environmental benefits of recreation and parks and key opportunities for action from the national Framework for Recreation in Canada. Participants will hear about innovative examples of how Alberta municipalities are investing in the well-being of their communities through recreation and parks, and will learn about resources that support local decision-making and enhance quality of life, wellness and community vitality.

citizens, communities, and environments in Alberta through recreation and parks. Bill's background includes a city councillor for 6 successive terms (18 years) with a demonstrated emphasis on recreation, arts and culture, the environment and the introduction of preventative public health programs.



Janet Naclia

Janet Naclia is a Programs Manager with Alberta Recreation and Parks Association (ARPA). She has worked on ARPA's community developmental programs as well as with both Aboriginal and diverse communities. Janet's current focus is managing ARPA's Excellence Series but also works extensively with ARPA's Communities ChooseWell initiative. Janet has a Masters Degree in Fine Arts and is a devoted player for the Calgary Rage - the city's only women's full tackle football team.



Ray Essiambre

3:00-
4:00
pm

Charting a course to financial sustainability

It's a tough question that needs asking... if your municipality did not issue a single new building permit, would you be able to provide service delivery at current standards?

This is a problem that municipal administrators across Canada struggle with today. Sadly the answer to that question is often "no." For many, sustainability seems impossibly out of reach.

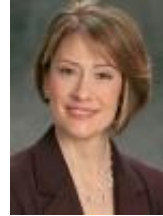
But it doesn't have to be this way. Whether you are an administrator or an elected decision maker, you can improve your municipality's bottomline, resulting in reliable revenue generation and better support for municipal infrastructure and community services.

Ray Essiambre is President and Founder of InfraCycle Software. Ray has 40 years' experience in land use planning, community design. He has designed and obtained approvals for more than 300 residential, commercial and industrial developments in British Columbia, Alberta, Ontario, Quebec and the United States. 22 years ago Ray developed an interest in the process of Fiscal Impact Analysis.

Ray is an expert in the field of fiscal impact analysis and he has made more than 300 presentations to municipalities and groups interested in learning more about the link between land use planning and fiscal outcomes. These include organizations such as:

- The Urban Development Institute
- City of Greater Sudbury,
- Home Builders Association
- Governor Bush's Commission on Growth Management in Florida
- The State of New Mexico Economic Development Summit
- The Government Financial Officers Association Conference
- The Planning Directors Conference in Nova Scotia
- The Canadian Institute of Planners Annual Conferences
- The Manitoba Planning

Conference
And many other
conferences that focus on
Sustainable communities



Annette Bidniak

**“TALK LESS, SAY MORE”
MEDIA RELATIONS**

That’s the philosophy of award-winning communicator Annette Bidniak. Annette has made numerous appearances as a guest speaker and media relations trainer across Canada and the United States.

During her 16 years as a public information officer with the Edmonton Police Service, Annette gained extensive experience in media relations and crisis communications.

She was honoured for Outstanding Public Service by the Edmonton Police Service, and received the Mark of Excellence in Media Relations from the Criminal Intelligence Service of Canada and the President’s Award from the International Outlaw Motorcycle Gang Investigators’ Association.

Early in her career, while working with Alberta Correctional Services as a staff trainer, Annette was trained as

Talk less, say more: Media Relations

Does your heart race at the thought of commenting on camera? Do you break out in a sweat when a recording device is extended in your direction?

Being approached by media can be daunting for many, however, with proper foresight, planning and preparation you can engage the media with ease. In this session, award-winning communicator Annette Bidniak will share her philosophy of: “TALK LESS, SAY MORE.”

This seasoned speaker and media relations trainer will share her experiences, helping you feel comfortable and confident in high-pressure media situations.

3:00-
4:00
pm

a hostage negotiator and learned the value of clear, concise communications in high-risk situations.

In 2005, the Solicitor General recruited Annette to the Alberta government where she served as a Communications Director for several years.

With more than 20 years of experience as a communications specialist, Annette will help you feel comfortable and confident in high-pressure media situations.

3:00-
4:00pm

Feet on the pedals: the power of perseverance

In this fast-paced, upbeat session, Canadian speaker and author Helen Wilkie uses cycling as a metaphor for life, and as a vehicle for a powerful lesson on getting what you want in life through perseverance. Have you ever felt your life was spiralling out of control? That you have so many things on your plate you just don't know where to start? That your job occupies so much of your time, your thoughts and your energy that you have no time left for you? Well, maybe you've taken your feet off the pedals—or maybe you feel as if you've fallen off the bike altogether. In this session, both through



Helen Wilkie

Helen Wilkie is passionate about communication. When she speaks—in a keynote, concurrent session, in-house workshop or one-on-one coaching—her audience is captivated by that passion. She strongly believes that in business, communication directly affects the bottom line, and her mission is to help business people get their message across so that the effect will be positive.

Educated at the University of Strathclyde in Glasgow, Scotland, Helen

Helen's inspiring stories and her interactive exercises, you will learn how to take control of your life, climb back on the bike and keep pedalling on the road to where you want to go.

taught commerce and economics for two years, before moving to Canada and into the world of business.

Blending her teaching skills with her business knowledge and communication talent, Helen speaks on all aspects of communication at work. Her content-rich programs are presented with humour and knowledge, offering a lively, enjoyable learning experience. Her unique Communication Contract™ is the core from which all her messages spring.

3:00-
4:00pm

The Coffee Shop Toolkit: presented by LGAA

This session will address some of the issues councillors face as part of their daily interactions; distinguishing between public and personal perspectives. The discussion will explore the protections afforded to elected officials for statements made within or outside of council chambers and address some of the risks associated with defamation and FOIP. These issues will be examined in relation to personal conversations in the



Sean Ward

Education

2003 – B.A., University of Alberta

2006 – LL.B., University of Alberta

2007 – Admitted to the Alberta Bar

Practice Areas

Municipal, Administrative, Constitutional & Chart of Rights, Construction, Employment, Media & Defamation

Experience

Sean currently carries on a general practice with an emphasis on municipal, administrative and media law. Sean is also a member of

	<p>community and in the “online coffee shop” that social media has created. Facilitated by Reynolds Mirth Richards & Farmer LLP with Sean Ward presenting.</p>	<p>the firm’s Construction Law Team and provides advice to both owners and contractors on various contracting issues and construction disputes.</p> <p>Associations & Memberships</p> <ul style="list-style-type: none"> · Law Society of Alberta · Canadian Bar Association · Canadian Media Lawyers’ Association <p>Educational Leadership</p> <ul style="list-style-type: none"> · Lecturer, Grant MacEwan University: “Legal Issues for Writers” <p>Community Involvement</p> <ul style="list-style-type: none"> · Past Chair, Candora Society of Edmonton
3:00-4:00pm	<p>University of Alberta - Internship Opportunities with Graduate Students</p> <p>The Faculty of Graduate Studies and Research at the University of Alberta is looking to partner with AUMA members and arrange internship placements where graduate students can contribute to regional communities. While municipalities have impactful projects in community development and require resources, U of A’s graduate students are looking for opportunities to translate their academic competencies to workplace experiences. Our students possess skills in project management, research and analysis, communications, critical thinking and problem resolution, among others.</p> <p>Join Mary Sturgeon, Assistant Dean (Administration) from the Faculty of Graduate Studies and Research to learn more about the internship program and to explore a partnership opportunity with the University of Alberta.</p>	

Day 4 - Friday, September 25

Time	Session	Speaker
8:00-8:45 am	Opposition parties Join delegates to hear Alberta's opposition party leaders.	
8:45-9:15 am	AGM The annual general meeting of the AUMA.	
9:15-9:45 am	Resolutions Elected officials review, debate and vote on member resolutions.	
9:45-10:15 am	Elections Election of President and Directors to the AUMA 2015-16 Board of Directors.	
10:15-10:30 am	FCM President FCM President Raymond Louie addresses delegates.	
10:30-11:00 am	Elections Election of Vice President(s)	
11:00-11:15 am	Minister of Municipal Affairs Minister Deron Bilous	
11:15-12:00pm	Closing Prize draws and closing. Pick up your lunch to go.	

[Back to all events](#)

Stay informed

Our newsletters will keep you up to date.

Subscribe to a newsletter

AUMA / AMSC 300-8616 51 Ave, Edmonton, AB, T6E 6E6

Main line: 780-433-4431

Toll-free within Alberta: 310-AUMA (2862)

[Sitemap](#)

MEMO

Topic: Land Use Bylaw (LUB) #461 – Development Refusal
Initiated by: Mayor Robinson
Prepared by: Amanda Davis
Attachments: Development Permit Refusal Letter – *Dated August 7th, 2015*

On August 6th, 2015 a development permit application was received for the construction of a ten-unit suite on NE8-44-12 W4M.

Administration refused the development permit in accordance with the Town of Sedgewick's LUB #461 for the following reasons:

1. The development did not conform to the present Land Use District – Institutional
 - a. This would have required the applicant to submit a rezoning application in advance of submitting the development permit.
2. Two living structures are not permitted on one parcel of land –
 - a. An application for subdivision should have accompanied the development permit.

Prior to receiving a development permit on NE8-44-12 W4M administration request a pre-application meeting to discuss various matters or business which was disregarded by the management body. The items noted above could have been dealt with during the pre-application meeting which is standard within the development permit process.

As stated in the attached letter, the applicant may not resubmit a development permit on the same property for the same or similar use for six (6) months. Administration has not received a response from the applicant or other since the refusal was sent.



4818 - 47 Street
P.O. Box 129
Sedgewick, AB T0B 4C0
Phone: (780) 384-3504
Fax: (780) 384-3545
Website: www.sedgewick.ca



August 7th, 2015

JMAA Architecture
#2 5000-51st Avenue
Red Deer, AB T4N4H5

Attention: Cory Leniuk

RE: Development Permit Application (Project No. 1092-15) - Refused

Dear Mr. Leniuk,

The Town of Sedgewick received email confirmation of payment for a Development Permit application (project no. 1092-15) on August 6th, 2015.

The Town of Sedgewick is unable to process this Development Permit as the application does not meet the requirements of our Land Use Bylaw (LUB) #461 under the existing Land Use District (I) Institutional.

Should you choose to proceed with this development you must first apply to the Town of Sedgewick and achieve rezoning (districting).

The type of building in which is being proposed "senior self-contained" is defined as an "Apartment" within LUB #461. Such development is permitted within the R2 Residential Multi Family District. Therefore the recommended zone for this development would be R2 as per your initial application.

Attached to this letter is an amendment application for the LUB along with a copy of the 'I' and 'R2' districts.

Pursuant to the Town of Sedgewick's Fees and Charges Bylaw #518 there is a \$250 fee (plus advertising fees) applicable for any request to amend the LUB. Please refer to Section 27 of the LUB for further information regarding amendments (attached).

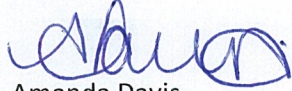
It is also important to familiarize yourself with Section 22 of the LUB regarding Notice and Validity of Decision 22.8:

"If an application for a development permit has been refused, by the Development Officer, Municipal Planning Commission or by the decision of the Subdivision and Development Appeal Board, another application for a permit may not be submitted on the same property, for the same or similar use of the land, by the same or any other applicant, for six (6) months after the date of the previous refusal or appeal decision."

The Town of Sedgewick fully supports growth and development within our community however achieving rezoning is the first step in moving forward with this project.

Should you have any questions or concerns I can be reached at 780-384-3504 or via email at cao@sedgewick.ca.

Sincerely,



Amanda Davis,
Chief Administrative Officer

Enclos.

JMAA Architecture:

1. Application form filled out by JMAA
2. Copy of Email for Consent
3. (2) 11x17 drawings
4. (1) 24x36 drawing
5. (1) disc with all information on it
6. Cheque #4242 \$50.00

Town of Sedgewick:

1. Application for Amendment
2. Section 27 – LUB#461
3. Section 66 – LUB#461
4. Section 72 – LUB#461

cc. Tamlyn Beesley, Sedgewick Town Council



4818 - 47 Street
P.O. Box 129
Sedgewick, AB T0B 4C0
Phone: (780) 384-3504
Fax: (780) 384-3545
Website: www.sedgewick.ca



Application # _____

Date July 31st, 2015

APPLICATION FOR DEVELOPMENT PERMIT**

I/We hereby make application under the provisions of the Land Use Bylaw for a development permit to construct the following building in accordance with the plans and supporting information submitted herewith this application.

Applicant(s): JMAA architecture Mailing Address: #2 5000 - 51st Ave, Red Deer, AB
TANAH

Ph# 403.346.4542 C# — Fx# 403.341.2015 Email: cj@jmaa.ca

Civic Address of property to be developed: 5001-51st Ave Sedgewick, AB

Legal Description: Lot(s) — Block — Plan — or N 1/2 Sec 8, Twp 44, Rge 12, W4M

Registered Owner: FLAGSTAFF REGIONAL HOUSING GROUP ***** Mailing Address: 44d - 47 St. Forestburg, AB
T0B 1N0

Existing Use: SENIORS ACCOMMODATIONS Land Use District: INSTITUTIONAL

Type of Building/Development: SENIOR SELF-CONTAINED

Size: 819m² / 8,815ft² Percentage of lot occupied: 22.2% (includes existing lodge)

Foundation: SLAB ON GRADE Basement: NO Heating: RADIANT

Roofing: ASPHALT SHINGLES Ext. Finish: MASONRY/STONE Contractor: TBD

Setback from front lot line: 6.2m Setback from N/S/E/W side lot line: 6.2m

Setback from N/S/E/W side lot line: 50.3m Setback from rear lot line: 82.6m Building Height: 6.16m

Estimated Start Date: Aug 2015 Estimated Completion Date: July 2016

Estimated cost of project or contract price: \$ 1.9m

NOTE: Installation of water and sewer services must occur at basement excavation time.

NOTES: _____

** Attach site plan to the application form.

Development Application Fees as follows: Res. \$50.00, Comm. \$50.00, Deck's, & Fences \$25.00

Elected Official

Appointed Official

Cory Leving
Signature of Applicant

Signature of Applicant

Recreation Complex - Flagstaff Lodge - Senior's Club - Central High School - East Central Health Services - Royal Canadian Legion #55 - Flagstaff County Office
Doctor - Dentist - Community Hall - Weekly Newspaper - Public Library - Museum - Motel - Bed & Breakfast - Sedgewick Lake Park Campground - Golf Course
Walking Trail - Rodeo Grounds & Track - Football Field - Tourist Information Booth - Oil & Gas Industry - Bird & Big Game Hunting

Cory Leniuk

From: CAO Town of Sedgewick <cao@sedgewick.ca>
Sent: Thursday, July 30, 2015 10:58 AM
To: 'Tamlyn Beesley'
Cc: 'Peter Miller - FRHG'; 'Gerald Kuefler - Flagstaff County'; 'Rick Krys'; 'Denis Beesley'; 'Perry Robinson,; Cory Leniuk; 'Manda Tran'
Subject: RE: Seniors Self Contained Proposed Development

Thank you Tamlyn for this confirmation.

Amanda Davis,
Chief Administrative Officer
Town of Sedgewick
P.O. Box 129
Sedgewick, AB T0B 4C0
T: 780-384-3504
cao@sedgewick.ca
www.sedgewick.ca

From: Tamlyn Beesley [<mailto:tamlyn.beesley@bethanygrp.ca>]
Sent: July-29-15 3:27 PM
To: CAO Town of Sedgewick
Cc: Peter Miller - FRHG (rpmliller@persona.ca); Gerald Kuefler - Flagstaff County (gkuefler@flagstaff.ab.ca); Rick Krys (rkrys@brilttd.com); Denis Beesley; Perry Robinson,; Cory Leniuk; Manda Tran (manda.tran@gov.ab.ca)
Subject: Seniors Self Contained Proposed Development

Hello Amanda,

Thank you for the discussion over the telephone. Flagstaff Regional Housing Group (FRHG) and The Bethany Group (TBG) would like to apply for a development permit for a 10 unit Seniors' Self Contained facility. The lands we would like to build on are described as:

Linc: 0021 024 633
NE8-44-12-W4M
5001 – 51 Ave Sedgewick, AB

We authorize Cory Leniuk from JMAA architecture to apply and discuss the development on FRHG and TBG's behalf. Please let me know if you have any concerns.

Thank you,
Tamlyn Beesley
Development Manager
The Bethany Group
780-566-1322

Confidentiality Notice: This electronic transmission and any attached documents or other writings are intended for the person or entity to which it is addressed and may contain information that is privileged, confidential or

004242

JMAA ARCHITECTURE LTD.

2, 5000 - 51ST AVENUE
RED DEER, AB T4N 4H5
Tel: (403) 346-4542 Fax: (403) 347-2015

TD CANADA TRUST
COMMERCIAL BANKING CENTRE
4902 GAETZ AVENUE
RED DEER, ALBERTA T4N 4A8

4242



PAY Fifty

00/100

08/06/2015

\$*****50.00

TO THE
ORDER
OF

The Town of Sedgewick
P.O. Box 129
Sedgewick, AB T0B 4C0



JMAA ARCHITECTURE LTD.

PER

⑈004242⑈ ⑆89609⑈004⑆ 0897⑈5215148⑈

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The Town of Sedgewick

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Fax: (780) 384-3545
Website: www.sedgewick.ca



Application for Amendment to the Land Use Bylaw – Town of Sedgewick

Application # _____

I/we hereby make an application to Sedgewick Town Council to amend the Land Use Bylaw.

Applicant(s):

Name: _____ Phone: _____

Address: _____

Registered Owner of Land:

Name: _____ Phone: _____

Address: _____

Land Description:

Plan _____ Block _____ Lot (s) _____

OR _____

Amendment Proposed:

Current Zoning: _____ Proposed Zoning: _____

Reason in support of Application for Zoning Amendments:

Attachments:

1. Certificate of Title: _____
2. Area Structure Plan: _____
3. Site Plan with Map: _____
4. Other: _____

Application Fee: _____

Registered Owner Signature_____
Date_____
Applicant's Signature_____
Date

*Town Use Only**Date of Council Meeting:* _____*Public Hearing Date:* _____*Final Rezoning Decision:* _____

FIVE: Amending the Bylaw

Section 26: Bylaw Amendments

- 26.1 Town Council may amend this Bylaw pursuant to the provisions of the Municipal Government Act.
- 26.2 Any person may apply to amend this Bylaw pursuant to the provisions of the Municipal Government Act and the requirements of the Land Use Bylaw.

Section 27: Contents of an Amendment Application

- 27.1 An application to amend this Bylaw shall be made to the Town on the prescribed form, and shall be signed by the applicant or his agent authorized in writing. The following information and documents will accompany the application:
- 27.2 A written statement of the reason for the request to amend the Bylaw including a statement describing the implications of the amendment;
 - 27.2.1 The required application fee.
 - 27.2.2 If the amendment involves the rezoning of land to a different land use district, the following is also required:
 - (a) A copy of the current Certificate of Title for the lands affected, or any other documentation satisfactory to the Development Authority verifying that the applicant has a legal interest in the land;
 - (b) If the applicant is an agent of the landowner, a letter from the landowner verifying the agent's authority to make the application;
 - (c) Permission for right of entry by the Development Officer or a designated officer of the Town; and
 - (d) A properly dimensioned map indicating the affected site and its relationship to existing land uses on adjacent properties;
 - 27.2.3 Such additional information as the Development Officer may require to properly evaluate and to make recommendations to Council concerning the proposed amendment.
- 27.3 Council may require, prior to considering a proposed amendment to this Bylaw, that a developer prepare an Area Structure Plan in accordance with the Municipal Government Act or an Outline Plan in accordance with the Municipal Development Plan.

- 25.3 If a decision to approve a development permit is reversed by the Board, the development permit shall be null and void.
- 25.4 If a decision to refuse a development permit application is reversed by the Board, the Board shall direct the Development Officer to issue a development permit in accordance with its decision.
- 25.5 If a decision to approve a development permit application is varied by the Board, the Board shall direct the Development Officer to issue a development permit in accordance with its decision.
- 25.6 The decision of the Board is binding except on a question of jurisdiction or law, in which case the appellant may appeal to the Court of Appeal as provided in the Act.

Section 66: R2 Residential Multi Family District

66.1 Purpose:

This district is generally intended to provide land for the development of higher density housing within Sedgewick.

66.2 Uses:

Permitted Uses	Discretionary Uses
Accessory Building	Assisted Living Facility
Apartment	Basement Suite
Dwelling, Duplex	- Dwelling, Single Detached
Dwelling, Fourplex	Dwelling, Single Detached – New Construction
Dwelling, Rowhouse	Dwelling, Single Detached
Dwelling, Triplex	- Relocated not of New Construction
Home Occupation	Group Care Facility
Public Assembly	Sectional Home (new)
Public Use	Utility Building
	Similar Use

66.3 Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this District.

Site Coverage	50%.
Minimum Floor Area	Not less than 75 m ² (810 ft ²) for a one bedroom unit, and an additional 11 m ² (119 ft ²) per unit for each bedroom in the unit included thereafter.
Minimum Parcel Area	Dwelling, Duplex, Triplex, Fourplex and Rowhouse (Per Unit): - 240 m ² (2,592 ft ²) per unit. Dwelling, Apartment (Per Unit): - Shall be the greater of 555 m ² (5,995 ft ²); or 80 m ² (864 ft ²)/one bedroom unit; 95 m ² (1,026 ft ²)/two bedroom unit; and 115 m ² (1,242 ft ²)/three bedroom unit.
Maximum Building Height	<u>Dwelling, Duplex, Triplex, Fourplex and Rowhouse:</u> - 10.0 metres (32.8 feet) from grade to roof peak. <u>Dwelling, Apartment:</u> At the discretion of the Development Authority. <u>Garage and Accessory Building</u> - 4.0 metres (13.1 feet) from grade to roof peak, with a maximum exterior wall height of 2.74 metres (9.0 feet).

Front Yard Setback	<u>Dwelling</u> - 6.0 metres (19.7 feet). <u>Garage and Accessory Building</u> - None in Front Yard.
Double Fronting Lots	A site abutting two streets or more shall have a front yard on each street and two side yards in accordance with the setback requirements of the Bylaw.
Rear Yard Setback	<u>Dwelling</u> - 6.0 metres (19.7 feet). <u>Garage and Accessory Building</u> - 0.6 metres (2.0 feet), except where vehicle doors face a lane 3.0 metres (9.8 feet). <u>Garage Roof Overhang</u> - 0.3 metres (1.0 feet).
Side Yard Setback	<u>Dwellings</u> - 1.5 metres (4.9 feet). <u>Garage and Accessory Building</u> - 1.5 metres (4.9 feet), except where vehicle doors face a lane 3.0 metres (9.8 feet). <u>Garage Roof Overhang</u> - 0.3 metres (1.0 feet).
Landscaping	All yards shall be landscaped with trees, shrubs and planted groundcover in accordance with plans approved by the Development Authority. Notwithstanding any provisions of this Bylaw to the contrary, as a condition of approval of a development permit, all landscaping and planting required must be carried out to the satisfaction of the Development Authority within twelve months of occupancy or commencement of operation of the development.
Parking	A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided.

Section 72: I Institutional District

72.1 Purpose:

To provide for an area for the development of public land, which are compatible with the adjacent surroundings.

72.2 Uses:

Permitted Uses	Discretionary Uses
Campground	Accessory Use
Community Hall	Building Demolition
Day Care Facility	Cemetery
Golf Course	Communication Tower
Institutional Use	Lagoon
Museum	Parking Lot (public)
Nursing Home	Public Assembly
Park	Recreation Facility
Public Use	Trade/Commercial School
School	Utility Building
Signs (Public)	Similar Use

72.3 Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this district.

Site Coverage	40%
Floor Area	n/a
Minimum Parcel Area	n/a
Maximum Building Height	10.0 metres (32.8 feet) without approval of the Development Authority.
Front Yard Setback	Equal to or greater than the building height.
Side Yard Setback	Equal to or greater than the building height.
Rear Yard Setback	Equal to or greater than the building height.
Parking	Section ⁴⁹ 54 of this Bylaw.
Accessory Buildings	Section 33 of this Bylaw.

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MEMO

Topic: Fire Agreement - Update
Initiated by: Mayor Robinson
Prepared by: Amanda Davis
Attachments: 1. August 31st, 2015 – “Group 5” Meeting Notes
2. Press Release – Draft
3. Dispute Resolution Letter – Draft
4. FC Letter – August 28th, 2015

The Regional Emergency Services Committee (RESC) is a committee made up of one elected official from each municipality within the Flagstaff Region.

An individual Fire Services Agreement is held between Flagstaff County (FC) and each of the 10 towns and villages however the agreement is exactly the same.

- June 2014 – RESC brought forth recommended changes from all member municipalities for inclusion in the new Fire Services Agreement (as the current one expired on December 31st, 2014). FC administration advised they would send the revised agreement to their legal counsel for review before sending for signatures.
- No response was received from FC and the agreement lapsed on December 31st. Sedgewick inquired multiple times as to the status of the agreement prior to December 31st via phone and email. The final response received was that FC would require more time as there has been a death in one the staff’s family which was causing internal issues.
- Sedgewick provided confirmation that we would extend the expired agreement until February 28th, 2015. If the revisions were not complete by that time, we would need to discuss further action.
- The Town of Killam (TOK) (one of the parties) is in a legal battle from a fire that they fought in the county 4+ years ago and are being sued for matters resulting from the fire re-igniting as there was no fire watch. FC has not and did not support the TOK with this matter. Four of our communities were concerned about liability and agreed to pay a portion of a legal review on the revised agreement from the June 2014 recommendations. The TOK sent the agreement from review and we received six pages of comments.
- FC met with the TOK to review the legal response – revised the agreement and send it to the RESC Committee on June 2nd stating that this is the final offer for signing of this agreement.
- The Towns of Sedgewick, Hardisty, Daysland and Forestburg advised at the June 2nd, 2015 RESC meeting that we were not prepared to sign the “final” agreement at this time as we would like to develop a more contractual All Hazards Mutual Aid Agreement that us “service provider” the ability to set the terms and conditions.
 - This was received very negatively by FC and some of the smaller villages at the RESC meeting.

- In response to the June 2nd, 2015 RESC meeting the Council provided a letter dated June 23rd, 2015 stating:
 - “Please be advised that County Council approved that due to the fact that the towns of Sedgewick, Hardisty, Forestburg and Daysland advised at the June 2nd. 2015 Emergency Services Meeting, that they will not be signing the new Fire Services Agreement; to direct administration to look at alternative options for Fire Services”.
- On June 25th, 2015 Sedgewick Town Council Meeting – we addressed the Fire Agreement and sent a letter stating that we’ve deferred signatures on the agreement until further review is held while we focus efforts on developing a more inclusive cooperative agreement – we confirmed that we would provide fire services under the All Hazards Mutual Aid Agreement until such time that this matter can be resolved (as there was no formal Fire Agreement to work from we thought that the best option would be the existing All Hazards agreement between FC and all the towns and villages at it covered all forms of emergency services). We also notified that we would be holding a meeting on June 29th to discuss a more contractual agreement.
- On June 29th, 2015 Shelly Armstrong, CAO for FC send an individual email to each of the following Towns, Sedgewick, Hardisty, Daysland and Forestburg:

- “On behalf of County Council, we would like to request a meeting with your Mayor, Deputy Mayor and yourself to discuss the issues surrounding Fire Agreements.

This issue has the potential to create a lot of conflict and appears to be straining inter-municipal relationships; we believe it is necessary to meet to have an open conversation. We need to share our issues and hopefully gain an understanding of each other’s perspective and possibly plan for a resolution.

We would like to review the fire agreement process and the recent circumstances that have arose and determine if we can if we can agree upon a direction for both parties.

If you have any available dates the first two weeks of July, I would appreciate it you would let me know and I will schedule with my reps.

We look forward to meeting with you!”

- The named municipalities with the addition of the Village of Heisler responded with on July 2nd, 2015:
 - “Good Afternoon Shelly,

In response to the e-mail that you sent out on behalf of Flagstaff County Council to: the Towns of Hardisty, Sedgewick, Daysland and the Village of Forestburg. Please accept this email on behalf of all of us and the Village of Heisler in response to your meeting request concerning Fire Agreements (sent on June 29th, 2015).

Further to our collective opposition for the signing of the proposed Fire Agreements as presented, our communities have agreed as stated at the June 2nd, 2015 Regional Emergency Services Committee meeting that we intend on developing one unified contractual agreement that improves:

- Ability to enhance fire service delivery within our jurisdictional boundaries, partnering mutual aid communities and Flagstaff County.

By working towards a unified agreement it will open up the opportunity for our municipalities to identify:

- Our service levels
- Unified bylaw and policy development
- Jointly identifying and properly mitigating risks associated with providing fire & rescue services

With that being said, each community has committed to providing fire services to Flagstaff County throughout this process under an extended Fire Services Agreement or under the All Hazards Mutual Aid Agreement.

Therefore, collectively the parties would entertain open conversation with Flagstaff County Council once the communities have had sufficient time to draft a new agreement. The communities involved, met June 29th, 2015 collectively to put together a process for going forward in developing this agreement that has the ability to unify fire and rescue services. As they work together in conjunction with their respective fire depts. to bring forward a working agreement that can meet our service levels.

The development of this new agreement will build on our inter-municipal relationships and our intent to develop an agreement that better represents the needs of the entire region.

Unfortunately, our communities will be unable to meet the first two weeks of July; a more realistic timeframe would be the beginning of September. Please discuss our response with your Council and understand that in no way is this the beginning of a confrontational matter - it is merely a collaborative opportunity to review an alternate form of service delivery.

Sincerely,

Towns of Hardisty, Sedgewick, Daysland and the Villages of Forestburg and Heisler.”

- On July 28th, we received the attached letter from FC advising that we must deal with the co-owned vehicle. The Town of Sedgewick prefers to work through the dispute resolution process so that we can address the development of a more cooperative contractual agreement. Is this an option? We would like to seek mediation (the additional 4 communities would be in favor of this process as well).
- August 4th, 2015 – Administration held a brief conversation with S. Finlay, RMRF regarding a letter received from FC regarding the disposal on the fire truck asset.
 - Administration sent a letter to FC requesting a two extension to the in regards to their letter to dispose of the fire truck asset whereby allowing time to have a more thorough review with the Towns legal counsel.
 - FC approved our letter seeking an extension on August 5th, 2015.

- August 10th, 2015 – Administration held a conference call with S. Finlay, RMRF to review and discuss the Fire Services Agreement in accordance with the information presented above.
 - Administration was advised that since the Fire Service Agreement expired there is no agreement to be working from. Both parties could chose to work in “good spirit” from the expired agreement should the both parties agree to it. This matter was addressed while seeking advise on working through the dispute resolution section of the expired agreement.
- August 10th, 2015 – Administration sent an email to Town Council recommending that the Town of Sedgewick sign the Fire Agreement retroactive to January 1st, 2015 while continuing to work through the development of a new agreement with the surrounding Towns and Villages. The recommendation was made in an effort to minimize the risk for the Town of Sedgewick while sustaining the Sedgewick Fire Department.

“Good Afternoon Council,

I have spoken with our legal counsel regarding the fire services agreement while explaining the position the Town of Sedgewick is currently in with regards to business with the County.

The Fire Services Agreement as we all know has been weighing heavily upon Administration and Council, after MUCH thought I recommend the following:

- That our five towns and villages continue working with Ken Kendall over the next two years to develop and prepare policies, training guides etc. for our municipalities and fire departments.
- That we sign the proposed agreement with Flagstaff County retroactive to January 1, 2015 in an effort to ensure public safety while being mindful of current economics.
- And further, that over the next two years while we are working on policies and such prepare a case to bring to Flagstaff County/RES Committee presenting a true facts as to why we would like to see change.

At this time, we have a conflict situation that is of no benefit to us. Politically and administratively we know how much planning goes into making any sort of change. I think the best thing at this time is knowing that five of our communities see the benefits of working together to address an *issue* with the key factor being improved service delivery.

Rushing to get the new agreement prepared/ratified will be lengthy therefore upholding our current level of service is a priority to should our commitment to the safety of the citizens of our region.

There are no immediate issues with the proposed agreement as expressed previously – we just have ways to improve it and make it better for all parties. This agreement has been reviewed by Risk Management by legal and our insurance company.

There are ways to improve it but there is no immediate danger in signing it in its current state. Perry, I recognize the concern that you have brought up about personal vehicles on scene – we will draft an internal policy to attend to this along with about 75 other Standard Operating Procedures (SOP's). This has been discussed for the four other communities and Ken Kendall.

Being that we do not have a council meeting scheduled in August I am sending this out via email for conversation and approval:

RECOMMENDATION:

1. That the Town of Sedgewick sign the Fire Services Agreement with Flagstaff County retroactive to January 1st, 2015.

OR

2. That the Town of Sedgewick direct Administration to proceed with Section 6.3 of the expired Agreement (disposal of assets).

*NOTE – the agreement that expired on December 31st, 2014 expired therefore there is no agreement in place – dealing with the matters via conflict resolution would not deal with the agreement because we do not have one. The county is willing to work within the spirit of the former agreement to address the truck – that does not mean anything further.

Please provide direction and comment by Thursday, August 13th at noon – the MOTION shall be formalized at our September 17th, 2015 regular meeting.”

- NOTE – all supporting municipalities were advised of the above noted recommendation to Sedgewick Town Council and administration’s rationale behind the recommendation.
- August 12th, 2015 – As per the request of the Alberta Fire Commissioners Office Administration met with Don Rosalind to discuss the Fire Services Agreement. During this meeting, I provided and synopsis of events over the past eight (8) years leading up to current events with Rosalind was unaware of. Following the meeting, I prepared a document for the Alberta Fire Commissioners Office detailing all events that took place between the Town of Sedgewick, RESC Committee and FC over the past fourteen (14) months.
 - Again, this information was also shared with all supporting municipalities.
- August 14th, 2015 – pursuant to an email poll administration was authorized to sign the Fire Services Agreement with Flagstaff County as addressed above. The agreement was executed and delivered.
- August 28th, 2015 – The Town received a letter from Flagstaff County rejecting the signed Fire Services Agreement.
- August 31st, 2015 – Administration met with Fire Chief Hebert to discuss the status of the Fire Services Agreement. Chief Hebert advised that he would like a response from “Group 5” in regards to boundaries and support with the process.
- August 31st, 2015 – A “Group 5” meeting was held in Forestburg to discuss the status of the Fire Services Agreement, the development or a formal press release and the groups steps forward (notes attached).
- September 1st, 2015 – FC changed dispatch services for the rural community of Sedgewick.

A ‘Group 5’ Meeting was held in the Council Chambers of the Forestburg Village Office, Forestburg, Alberta on Monday, August 31st, 2015 at 5:30 PM.

Present:	Forestburg	Peter Miller, Mayor
	Daysland	Gail Watt, Mayor
	Daysland	Butch Robertson, Deputy Mayor
	Sedgewick	Erik Skoberg, Councillor
	Hardisty	Anita Miller, Mayor
	Hardisty	Leo Lefebvre, Deputy Mayor
	Hardisty	Ivan Lesmeister, Councillor
Present:	Forestburg	Deb Moffat, CAO
	Heisler	Amanda Howell, CAO
	Daysland	Rod Krips, CAO
	Sedgewick	Amanda Davis, CAO
	Hardisty	Sandy Otto, CAO

Call to Order:	An informal ‘Group 5’ meeting was called to order at 5:35PM.
Sedgewick Update	<p>CAO Davis advised that the Town of Sedgewick would be holding a Special Council meeting on September 1st, 2015 and that some of the matters to be addressed during this informal meeting would be discussed during Sedgewick’s special meeting.</p> <p>In addition to the comments above CAO Davis debriefed the group as to why the Town of Sedgewick signed the Fire Services Agreement and reiterated that prior discussions with all attending municipal administrators were held to verify Sedgewick’s decision.</p> <p>In accordance with conversations held with the Town of Sedgewick’s legal counsel, Sedgewick was advised that since the Fire Agreement expired there is no agreement to be working from. Therefore, trying to enact sections of the agreement would only work if all parties were willing to work in “good faith” of the expired agreement.</p> <p>The Town of Sedgewick reiterated their intent to continually be working through the processes as discussed during the June 29th, 2015 meeting held in Hardisty.</p>
Service Areas	<p>Discussion held regarding service areas and the status of each municipal fire department.</p> <p>The Town of Sedgewick advised that effective September 1st, 2015 Flagstaff County changed fire jurisdictions and the Town of Sedgewick would no longer be tending to rural fires unless they were called through mutual aid. It was noted, that no other municipal jurisdiction was in this same situation as Sedgewick.</p> <p>Representatives from the Towns of Daysland, Hardisty and Forestburg all stated that their municipal fire departments would continue to provide services to the rural areas</p>

	<p>within Flagstaff County as they were not in a position to lose members of their fire departments or expedite clauses from the expired Fire Services Agreement.</p> <p>It was noted, that each community would do what they could to support the Town of Sedgewick however no viable solution was concluded.</p>
Inquiry	<p>The group sought clarity on dispatch protocol – is a homeowner able to request a specific department or is the closest department dispatched. CAO Davis shall follow up on this inquiry.</p>
Agreement Development	<p>Elected representatives sought an update regarding the status of the “new” agreement.</p> <p>CAO Davis advised that the administrative personnel have just started the process. At this time, a template has been agreed upon however a significant amount of policies and bylaws are required to support the new agreement.</p> <p>Elected representatives inquired whether or not it was necessary to have policies and bylaws drafted at this stage considering there were no policies/bylaws with the former agreement.</p> <p>Administrative representatives advised that if it was a collective goal to develop a “new” agreement than it should be completed properly and to its full extent which would include policies and bylaws. It was also noted that it will take time to work with municipal councils and fire departments throughout the development process and cautioned that this should not be rushed.</p>
Fire Commission	<p>Discussion held regarding meetings with Don Roslind of the Alberta Fire Commissioners Office.</p> <p>The Town of Sedgewick provided a fourteen (14) month synopsis of events with regards to Fire Services between the Regional Emergency Services Committee (RESC) and the neighboring municipalities. Subsequent meetings with municipal administrations and a few elected officials aligned; all messages to the Alberta Fire Commission remained consistent.</p> <p>Further discussion held regarding Beaver Emergency Services Commission (BESC) and the potential to gain knowledge from the Commission should the development of the new draft agreement be centered on a commission. In addition the group discussed the notion of potentially entering into the commission – additional research is required.</p>
Press Release	<p>The group discussed the need to develop a Press Release whereby presenting short concise factual information to the public from the urban municipal perspective regarding the Fire Service Agreement.</p> <p>To was agreed collectively that the Press Release should not be a rebuttal to Flagstaff</p>

	<p>County's release.</p> <p>The Press Release is to be drafted in a way to garner public opinion and express the need to protect local firefighters. In addition, the Press Release is to include a line stating there is a potential to lose the Sedgewick Fire Department with four more to follow. CAO Otto shall prepare a draft Press Release that is to be sent to the municipal councils for approval prior to distributing the release.</p>
Moving Forward	<p>The group discussed the next steps:</p> <ol style="list-style-type: none">1. The group would like to seek the assistance of Municipal Affairs through Mediation and Dispute Resolution.<ul style="list-style-type: none">• CAO Moffat shall follow up with Municipal Affairs as well as draft a letter to Flagstaff County seeking their participation in discussing Fire Services. A secondary letter shall be drafted and addressed to the remaining municipalities requesting their voice at the table during dispute resolution. The draft letters shall be sent to municipal councils for approval prior to distribution.2. The group agreed that it was not proper protocol to send a letter to the Premiere and/or Ministers at this time as the group needs to first address dispute resolution.
Adjournment:	The meeting adjourned at 7:10PM.

Public Notification

From:

Town of Daysland

Town of Hardisty

Town of Sedgewick

and

Village of Forestburg

Village of Heisler

Fire Services

The five named municipalities would like to inform all residents and municipalities in Flagstaff County that (4) of the (5) municipalities who did not agree to sign the proposed Fire Services Agreement with Flagstaff County have NOT in away denied fire and rescue services to Flagstaff County. Fire and rescue services would still be provided by us municipalities under the All Hazards Mutual Aid Agreement and under the spirit of an expired Fire Services Agreement. As we work through to establish a better governing document, supported by bylaw and policy it is important to realize that this is being done to protect the liability of our Volunteer Fire Depts.

Comment [A1]: any way

Comment [A2]: and its residents.

Comment [A3]: our

Comment [A4]: Consider "fire fighters"?

Flagstaff County Council has made decisions in regard to jurisdictional boundaries that could jeopardize our fire departments now and in the future. As per the motion of Flagstaff County Council on August 19th, 2015 the Town of Sedgewick Fire Dept. will NOT be dispatched for fire and rescue services in Flagstaff County as of September 1st, 2015. The Town of Killam Fire Dept. will be providing these services. As of December 31, 2015 further actions of Flagstaff County may jeopardize the fire departments of the Town of Hardisty, Town of Daysland and the Village of Forestburg. There is a risk that we could lose (4) highly trained fire departments by the end of 2015.

Comment [A5]: font

Comment [A6]: st

If you have concerns with this matter it is important to discuss this with your Flagstaff County Councillor or your respective Municipal Elected Official.

Respectively, Mayors: Gail Watt, Anita Miller, Perry Robinson, Peter Miller, and Dennis Steil

September 1, 2015

Flagstaff County Council
PO Box 358
Sedgewick, AB T0B 4C0

Dear Sirs:

Re: Fire Services Agreement

The towns of Daysland, Hardisty, and Sedgewick and the villages of Forestburg and Heisler (Group 5) are inviting Flagstaff County to enter into a Dispute Resolution Process in an attempt to resolve our differences in regard to the Fire Services Agreement. Group 5 will also be sending invitations to all fire service providers within the Flagstaff region as well as representatives from the Fire Commissioners Office. We believe that participation from all parties will benefit the process.

In the spirit of regional collaboration, we await your response to our invitation.

Yours truly;

Debra A. Moffatt, CAO
Village of Forestburg
On behalf of: Town of Daysland
Town of Hardisty
Town of Sedgewick
Village of Forestburg
Village of Heisler



August 28, 2015

TOWN OF SEDGEWICK
PO Box 129
Sedgewick, Alberta
T0B 4C0

VIA E-MAIL & MAIL
CAO@SEDEGEWICK.CA

Attention: Amanda Davis, CAO

Dear Madam:

Re: Fire Services Agreement with Flagstaff County (the "County")

Further to the Town of Sedgewick's (the "Town") correspondence to the County dated August 14, 2015 which enclosed the Fire Services Agreement (the "Agreement") between the Town and the County backdated to January 1, 2015 and executed by the Town, we confirm that the County has decided not to authorize the Agreement and maintain its position stated in its July 28, 2015 correspondence to the Town. Additionally, we confirm that the County shall proceed with changing dispatch services from the Town to another jurisdiction effective September 1, 2015.

Consequently, as there is no current Fire Services Agreement in place between the Town and the County, the parties need to deal with the Shared Equipment that is described in expired Fire Services Agreement dated July 23, 2012 (Pumper Midship Side Control, 2008 Freightliner LLC Chassis Serial # 1FVACYBS68HZ81008). The County proposes dealing with such Shared Equipment as stated in its July 28, 2015 correspondence to the Town, which, for your ease of reference, has been summarized below, with dates changed to reflect viable timeframes:

Even though the Fire Services Agreement has expired, the County proposes that the spirit of the Fire Services Agreement be honoured, and that the Shared Equipment be dealt with in accordance with the terms set out in the Agreement, but on an abridged time line. The County proposes that the following steps be followed, in accordance with Section 6.3 of the Agreement:

1. *The County proposes Fort Garry Fire Trucks, Rocky Mountain Phoenix and WFR Wholesale Fire and Rescue determine the average fair market value of the Shared Equipment by September 30, 2015 and the cost of obtaining the appraisal shall be covered by the County. If the Town is agreeable, please advise.*
2. *Fair market value of the Shared Equipment shall be determined by October 15, 2015.*
3. *After the fair market value of the Shared Equipment has been determined, the Town will have 45 calendar days to determine if it wants to purchase the County's 50% interest in the Shared Equipment for a purchase price equal to 50% of the fair market value of the Shared Equipment and advise the County of its intention in writing.*

FLAGSTAFF COUNTY Box 358, Sedgewick, Alberta T0B 4C0
Phone: (780) 384-4100
Fax: (780) 384-3635 E-mail address: county@flagstaff.ab.ca

4. *If the Town does not indicate its desire to purchase the County's interest in the Shared Equipment within such 45 calendar day timeframe, the County shall have 30 calendar days to notify the Town in writing of its desire to purchase the Town's interest in the Shared Equipment.*
5. *Closing shall occur within 10 calendar days of one party advising the other of its intention to purchase the other party's interest in the Shared Equipment.*
6. *The entire amount of the purchase price shall be due on closing.*
7. *If neither party exercises its option to purchase the other party's interest in the Shared Equipment, the Shared Equipment shall be sold to a third party on terms agreeable to both the Town and the County and the proceeds shall be split equally.*

As the Town and the County do not have a fire services agreement in place between them, there is no reason to continue to jointly own the Shared Equipment and we look forward to working together to resolve this issue. Please confirm if the Town is agreeable to the proposed as outlined above and provide confirmation of the same by signing below and providing a copy to the County at your earliest opportunity.

If the Town is not in agreement with proceeding with the above noted proposal, please provide us with an alternate proposal by September 30, 2015.

Please contact me if you have any questions regarding this matter.

Yours Truly,

FLAGSTAFF COUNTY

Per:


Shelly Armstrong, CAO

Terms regarding Shared Equipment accepted and agreed to this ____ day of _____, 2015

TOWN OF SEDGEWICK

Per:

Amanda Davis, CAO

Request for Decision (RFD)

Topic: 2015 Municipal By-Election
Initiated by: MGA. Sect. 161
Prepared by: Amanda Davis
Attachments: n/a

Recommendation:

That Council set September 28th, 2015 as Nomination Day and October 19th, 2015 for the municipal by-election and further that should council deem it necessary to have an advance vote a date be set for October 15th, 2015 from 5-7PM.

Background:

CAO Davis received Fred Watkins' resignation on August 26th, 2015.

Pursuant to Sect. 162 of the MGA,

A Council must hold a by-election to fill a vacancy on council unless,

- (a) The vacancy occurs in the 6 month s before a general election, or
- (b) The council consists of 6 or more councillors and the vacancy occurs
 - i. In the 18 months before a general election and there is only one vacancy, or
 - ii. In the 12 months before a general election and the number of councillors remaining is at least one more than the majority of the number of councillors comprising the Council under section 143

Proposed:

Pursuant to the Local Elections and Municipal Government Act,

Council must hold a by-election within 90 days of receiving notification of a resignation.

Advertise for nominations for two consecutive weeks prior to nominations day:

Nomination day – Monday, September 28th, 2015

Advertize for two consecutive weeks prior to elections day (unless a member is appointed by acclamation).

Advance Poll – Thursday, October 15th, 2015 from 5PM-7PM

Election Day –Monday, October 19th, 2015