



AGENDA

Regular Council Meeting
Thursday, June 15th, 2017 – 6:00 p.m.
Council Chambers of the Town Office, Sedgewick, AB

Call to Order:

Adoption of Agenda:

Delegation:

1. **Urban Systems – Infrastructure Assessment Presentation – 6:00 PM**
 - Golnaz Azimi, M. Sc., Community Infrastructure Consultant
 - Christine Hopkins
 - Also present: Brian King, Auditor

Minutes:

1. **Regular Meeting – May 24^h, 2017**
 - *Matters Arising*
 - *Library Auditor*

Financials:

Financial Statement – Not available

1. **ATB Financial – GIC Maturity May 26, 2017**

Reports for the period ending June 15th, 2017:

1. **Council Committee Reports**
 - **Mayor P. Robinson**
 - FIP – Regional Governance Project
 - **Clr. G. Sparrow**
 - No report submitted
 - **Clr. G. Imlah**
 - No report submitted
 - **Clr. S. Levy**
 - No report submitted
 - **Clr. T. Schmutz**
 - No report submitted
 - **Clr. S. Higginson**
 - No report submitted
2. **Public Works Report – June 15, 2017**
3. **Recreation and Community Services Liaison Report – June 15, 2017**

AGENDA

4. CAO Report – June 15, 2017

BUSINESS– Old

- | | |
|--|------------|
| 1. Black Knot Disease | OB1 |
| 2. Flagstaff County - inquiries | |

BUSINESS– New

- | | |
|---|------------|
| 1. MSI Operating Grant – Reallocation of Funding | NB1 |
| 2. Royal Canadian Legion #35 – Cenotaph Request | NB2 |
| 3. R. Hallum – Dispute Recognition in Tax Recovery Process | NB3 |
| 4. S. Holsworth – Development Permit Variance Request | NB4 |
| 5. Tax Payment Plan – Applications for Council Approval | NB5 |
| 6. 2017 General Municipal Election – Key Dates; Bylaw 531/17 | NB6 |
| 7. Fence Complaint – Appeal from Resident | NB7 |
| 8. | |
| 9. | |

Correspondence:

- | | |
|--|-----------|
| 1. Village of Heisler – Regional Water Operations not approved | A1 |
| 2. Wes Taylor, MLA – Alberta Electoral Boundary Commission Report | A2 |
| 3. FFCS – Interagency Minutes June 6, 2017 | A3 |

File of Correspondence – for period ending June 15, 2017

In Camera: Legal

Round Table:

Adjournment:

The regular meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday, May 24, 2017 at 6:00 p.m.

Present	Perry Robinson	Mayor
	Greg Sparrow	Councillor
	Stephen Levy	Councillor
	Tim Schmutz	Councillor
	Grant Imlah	Councillor
Absent	Shawn Higginson	Councillor

Present	Thelma Rogers	Interim CAO
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Call to Order Mayor P. Robinson called the meeting to order at 6:00 p.m.

Agenda

2017.06.68 MOTION by Clr. G. Imlah that the agenda is approved. CARRIED.

In-Camera
2017.06.69 MOTION by Clr. S. Levy to go in-camera at 6:02 pm to discuss legal issues with all persons excluded except Council and Interim Chief Administrative Officer T. Rogers CARRIED

2017.06.70 MOTION by Clr. S. Levy to revert to a regular meeting at 7:03 pm. CARRIED

Minutes Council reviewed the minutes of the April 20, 2017 regular meeting.

2017.06.71 MOTION by Mayor Robinson that the April 20, 2017 regular meeting minutes are approved as presented. CARRIED.

Council reviewed the minutes of the May 15, 2017 Special Council meeting.

2017.06.72 MOTION by Clr. Greg Sparrow that the May 15, 2017 Special Council meeting minutes are approved as recorded. CARRIED

Financial Report

Council reviewed the financial statement for the period ending March 31, 2017.

2017.06.73 MOTION by Clr. G. Sparrow that the financial statement for the period ending March 31, 2017 is approved as presented. CARRIED

Reports

Committee Reports Council provided written Committee Reports to May 24, 2017 as attached to and forming part of these minutes.

Personnel Discussion held on Employee and Volunteer Recognition Policies regarding current status of policies for the Town.

Entrance Signs Discussion held on the installation of the new Town entrance signs, in particular the north entrance sign at the Golf Course; to ensure water was available for watering flowers.

2017.06.74 MOTION by Clr. T. Schmutz that the Committee Reports are approved as presented and discussed. CARRIED

Public Works A written Public Works Report was provided to May 24th, 2017 as attached to and forming part of these minutes.

2017.06.75 MOTION by Clr. S. Levy that the Public Works Report is approved as presented. CARRIED



Recreation & Leisure	A written Recreation and Community Services Liaison Report was provided to May 24 th , 2017 as attached to and forming part of these minutes.																									
2017.06.76	MOTION by Clr. G. Imlah to endorse the Recreation & Leisure Coordinator's Seniors Week activities with a \$400 budget pursuant to the Recreation & Leisure Plan.	<u>CARRIED</u>																								
2017.06.77	MOTION by Clr. S. Levy that the Recreation and Leisure Report and activities be approved as presented.	<u>CARRIED</u>																								
<u>New Business:</u>																										
RFC	Council reviewed recommendations from the Recreation Funding Committee (RFC) regarding Phase I recreation funding distribution.																									
2017.06.78	MOTION by Clr. G. Sparrow Council accepts the recommendations brought forth by the RFC and that the Phase I funds be distributed as follows: <table><tr><td>I.</td><td>Battle River Minor Hockey Association</td><td>\$31,000</td></tr><tr><td>II.</td><td>Sedgewick Curling Club</td><td>\$5,000</td></tr><tr><td>III.</td><td>Sedgewick Playschool</td><td>\$5,000</td></tr><tr><td>IV.</td><td>Sedgewick Minor Ball</td><td>\$1,000</td></tr><tr><td>V.</td><td>Killam Rec Board</td><td>\$6,500</td></tr><tr><td>VI.</td><td>Valley Ski Club</td><td>\$6,500</td></tr><tr><td>VII.</td><td>Flagstaff Fusion Lacrosse</td><td>\$6,000</td></tr></table> And further, accepts the RFC recommendation to award carry forward funding as follows: <table><tr><td>I.</td><td>Sedgewick Rec Centre – Capital Reserve</td><td>\$15,000</td></tr></table>	I.	Battle River Minor Hockey Association	\$31,000	II.	Sedgewick Curling Club	\$5,000	III.	Sedgewick Playschool	\$5,000	IV.	Sedgewick Minor Ball	\$1,000	V.	Killam Rec Board	\$6,500	VI.	Valley Ski Club	\$6,500	VII.	Flagstaff Fusion Lacrosse	\$6,000	I.	Sedgewick Rec Centre – Capital Reserve	\$15,000	<u>CARRIED</u>
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I.	Sedgewick Rec Centre – Capital Reserve	\$15,000																								
Tax Rate Bylaw	2017 Tax Rate Bylaw 530 was presented for Council review.																									
2017.06.79	MOTION by Mayor P. Robinson to give first reading to Bylaw 530.	<u>CARRIED</u>																								
2017.06.80	MOTION by Clr. G. Sparrow to give second reading to Bylaw 530.	<u>CARRIED</u>																								
2017.06.81	MOTION by Clr. S. Levy to proceed to third reading of Bylaw 530. <u>UNANIMOUSLY</u>	<u>CARRIED</u>																								
2017.06.82	MOTION by Clr. T. Schmutz to give third reading to Bylaw 530.	<u>CARRIED</u>																								
Library	Council reviewed a request from the Sedgewick Public Library Board.																									
2017.06.83	MOTION by Clr. G. Imlah to endorse the appointment of Carol Arntzen to the Sedgewick Library Board.	<u>CARRIED</u>																								
ARB	Council reviewed a recommendation from the Intermunicipal Assessment Review Board for Member appointments.																									
2017.06.84	MOTION by Mayor P. Robinson to endorse the recommendation of the Intermunicipal Assessment Review Board to appoint Kari Fox-Newby (Killam) and Ken Bullock (Heisler/Forestburg) to the Intermunicipal Assessment Review Board for a three-year term, expiring in May 2020.	<u>CARRIED</u>																								
Land Purchase Offer	Council reviewed a purchase offer from C. Tanton for Lots 18-20, Block L, Plan 2500AE.																									
2017.06.85	MOTION BY Clr. G. Imlah That Council directs Administration to develop a purchase agreement to reflect the Town's acceptance of C. Tanton's offer to purchase Plan 2500AE, Block L, Lots 18 – 20																									

for \$15,000 plus GST with the condition that the Development Permit must be for a new Sectional Home pursuant to Land Use Bylaw 461 and, must be completed by September 30, 2017.” CARRIED

FIP – H&S Plan Council reviewed a contract for a Health & Safety Management Plan.

2017.06.86 MOTION by Clr. G. Sparrow that Council endorses a motion that the Town of Sedgewick, through the Flagstaff Intermunicipal Partnership, will participate in the Health & Safety Management Plan contract with SDI Group. CARRIED

Black Knot Disease Council discussed the outbreak of the Black Knot disease in Sedgewick.

2017.06.87 MOTION by Mayor P. Robinson to direct Administration to investigate Black Knot disease in the community and seek information on how to mitigate the disease. CARRIED.

Flagstaff County Council discussed an inquiry from Flagstaff County regarding environmental services on property located along Spruce Drive.

Council discussed the development of a Utility Agreement between Flagstaff County and the Town of Sedgewick for the service main to the Flagstaff County Administration Building, constructed in 2011.

Council provided feedback to Administration on these topics.

Correspondence

FIP – Regional Operators & SCADA

Council reviewed several recommendations from the Flagstaff Intermunicipal Partnership regarding Regional Operations Program and SCADA Integration.

2017.06.88 MOTION by Mayor P. Robinson that the Town of Sedgewick endorses the Flagstaff Intermunicipal Partnership recommendation in principle, that all member municipalities proceed with the regional water operations program conditional to the Town of Daysland, Flagstaff County and Village of Forestburg agreeing to utilize up to \$60,000 from the Regional Water Operator Project to engage ATAP to undertake the following:

- 1. Facilitation and development of Regional Operations Program to develop policies and a draft agreement for retaining a Regional Water/Wastewater Coordinator; and
- 2. To provide oversight and testing of the SCADA Improvements which will include changing the regional server into a backup system for each individual site and building in control mechanisms to allow for remote control of plants and facilities.

And further, the Town of Sedgewick agrees to a five (5) year commitment to fund the position of a Regional Water/Wastewater Coordinator at a cost of approximately \$150,000 per year, subject to the outcome of the ATAP engagement and to all municipalities sharing costs. CARRIED

Municipal Affairs Municipal Affairs advised a formal two-year extension of the MSI Memorandum of Agreement was being sent to municipalities. Interim CAO T. Rogers advised receipt and signing of the MOA.

Flagstaff Count	Council reviewed the Flagstaff 2017 Country Roots Tour information; Administration to include information in the June Sedgewick Scoop Newsletter.	
GoEast RTO CARES	Council reviewed a request from GoEast for a letter of support.	
2017.06.89	MOTION by Clr. G. Imlah that the Town provide a letter of support for GoEast Regional Tourism Organization's Community and Regional Economic Support (CARES) proposal, RoadTrip – Regional Tourism Market Expansion project	
2017 Seniors Week 2017.06.90	MOTION by Clr. T. Schmutz that the Town of Sedgewick declares June 5 – 11, 2017 as Seniors' Week 2017.	<u>CARRIED</u>
LOC	A list of correspondence (LOC) items was reviewed by Council, as per the list attached to and forming part of these minutes.	<u>CARRIED</u>
2017.06.91	MOTION by Clr. S. Levy to accept the correspondence items and file as information.	
Round Table	A round table session was held; discussion ensued.	<u>CARRIED</u>
Adjournment 2017.06.92	MOTION by Mayor P. Robinson for adjournment at 8:49 p.m.	<u>CARRIED</u>

Perry Robinson, Mayor

T. Rogers, Interim CAO

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TOWN OF SEDGEWICK
PO Box 129
SEDEWICK AB T0B 4C0

Your ATB Financial Branch

08369 Killam Branch
4940 50 St
Killam AB
T0B 2L0

If you have any questions, contact us at
1 800 332-8383 or visit us at
www.atb.com

A summary of your Term/GIC Investments

	CAD
GICs	\$20,652.30

Your Term/GIC Investments

Guaranteed Investment Certificates (GICs)

Investment description	GIC was purchased on	Original amount (\$)	Interest rate (%)	Interest is paid	How interest is paid	Balance (\$)	Maturity date
Non-Redeemable GIC - NON-REDEEMABLE 29513975900 Transit #08369-219	May 26, 2016	\$20,652.30	1.70000	Annual	By cheque	\$20,652.30	May 26, 2017

Find an error? Give us a call or drop by a branch. We'll take care of it.

**Flagstaff Intermunicipal Partnership Committee
Regular Meeting held Monday, May 29, 2017 at 7:00 pm
Flagstaff County Administration Building**

Attendance:	Voting Members	Bob Coutts, Chair Gerald Kuefler Bud James Leo Lefebvre Kel Tetz James Robertson Perry Robinson Debra Smith	Village of Forestburg Flagstaff County Town of Killam Town of Hardisty Village of Heisler Town of Daysland Town of Sedgewick Village of Lougheed
	CAOs	Debra Moffatt Amanda Howell Sandy Otto Shelly Armstrong Thelma Rogers Rod Krips	Village of Forestburg/Coordinator Village of Heisler Town of Hardisty Flagstaff County Town of Sedgewick Town of Daysland
Observers/Presenters		Brad Pickering Michael Scheidl Chris Fields Peter Miller Anita Miller Stephen Levy Greg Sparrow Susan Armer	Deputy Minister, Alberta Municipal Affairs Alberta Municipal Affairs 13 Ways Inc. Village of Forestburg Town of Hardisty Town of Sedgewick Town of Sedgewick Village of Lougheed
	Absent:	Kim Borgel Karen O'Conner Wilma McLeod Jolene Sinclair	Town of Killam Village of Lougheed Village of Alliance Village of Alliance

Chair Bob Coutts called the meeting to order at 7:05 p.m.

Agenda
Mtn # 17-05-014

Moved by Member James Robertson the adoption of agenda as presented.

CARRIED

Presentations

Brad Pickering, Deputy Minister of Alberta Municipal Affairs was present to provide clarification on some issues related to the regional governance project.

- RCMP funding if we amalgamate – the provincial cap is 5,000 residents for an urban area, as we would most likely be a specialized municipality this issue could be dealt with in the Order of Council. DM Pickering does not anticipate that we would be responsible for policing costs going forward.
- MGA changes – we should not expect anything different than what has already been reported in the announced amendments. DM Pickering feels we are well positioned for dealing with Intermunicipal Collaboration Framework requirements and an ICF could be developed for the entire region or Flagstaff County could work on one ICF per urban municipality.
- Grants – the province would continue to maintain funding for a five (5) year transition period, DM Pickering stated that the province is very interested in the success of this project but he did state that he was unable to provide any guarantees in relation to future funding models. He did state that grants would not stay the stay if we amalgamate

however there could be an opportunity to provide a special transitional grant due to the number of municipalities looking at amalgamation.

- Currently the province is looking at 12-15 viability reviews

Questions from the floor:

- Single-tier vs other models – DM Pickering felt that a specialized municipality would best meet our needs with the primary benefit being the base foundation of the MGA which has been proven over time.
- Should we be looking at other guidelines: governance, taxation, services, identity – We must attempt to provide a governance model which would allow for an even split of urban/rural representation at council and that votes are not weighted in any specific direction. Due to our dispersion of population we should be able to alleviate this issue.
- How many council members, there was a concern that too view members would result in a community being under represented – We must not look at current boundaries, rather than the Town of Sedgewick we should be looking at Sedgewick and area and there may need to be a mix of elected officials, the drafting of ward boundaries needs to be done very carefully.
- What happens if one or more players pulls out – This is a voluntary marriage, and the province is not mandating participation.
- If Flagstaff County pulled out would the process stop – Yes, due to the need for contiguous boundaries amalgamation could not occur; however, urban municipalities could develop service agreements in an effort to develop efficiencies.
- If the urban municipalities wanted to amalgamate could boundaries be adjusted – the annexation areas would need to make sense.
- Is it better to have more councillors or less in order to achieve fewer silos – Silos are generally personality based, elected officials should be worried about the whole region, looking at communities and population will help develop wards.
- Do not underestimate the work that has been done to date, collaboration in our region has been very successful. Apprehension that something is being lost is normal. We have worked well together in the past and now need to take the next step to go to the public. It is important that we do not rush the process as speed will result in failure. Positive results have been seen in the dissolution of Strome and Galahad. We need to avoid "paralysis by analysis" and we need to communicate with the electorate.
- Is transitional funding of \$1.5M (Strome/Galahad) sufficient for nine (9) municipalities, is there a possibility this funding could be increased – The province will review and develop new funding models for multiple municipal amalgamations (probably more than 5), he recommends that this review been done soon. We need to remember that funding could change at any time due to fiscal pressures that the province is under and MSI is coming to term.
- Is there still opportunities for collaboration funding if we amalgamate – We could still continue to work with our outside neighbours.
- Words of advice – remember that the group has done good work so far, do what is right for the region, do not concentrate on funding but review efficiencies to be achieved. Grants may not be there in the future and if they are gone then we would need to evaluate our status whether we amalgamate or not.
- What is the difference between dissolution and amalgamation – amalgamation is voluntary, dissolution is generally the last desperate step due to a municipalities inability to adequately fund infrastructure necessities.
- Does the Province have any plan to buy out residents if there is catastrophic infrastructure failure – No, this would be very costly, a significant amount of money was spent on buying out flood properties, but ultimately very few were purchased.
- Is the province still intending to fund water for life at 90/10 split – We need to remember that there are infinite demands on finite resources, future funding is not guaranteed.

- We still have the opportunity to look at sharing services and contracts, we may need to deal with land use planning issues and we need to continue to ask ourselves if we need as many elected officials as we currently have.
 - Will council be a full-time job – No, although initially it will be a lot of work.
- DM Pickering then asked what our next steps were going to be.
- We need a more realistic goal for implementation, October will not work. We also need to provide more information to the public.
 - The results of the dry run were discussed with DM Pickering.
 - Discussion was held on ongoing regional projects: Fire Services, Regional SCADA
 - DM Pickering did state that there is an opportunity to split residential mil rates if necessary.
- Deputy Minister Pickering was thanked for attending and left at 8:00 p.m.

The meeting recessed for 5 minutes.

The meeting reconvened at 8:07 p.m.

Minutes for May 1, 2017 Regular Meeting Mtn #17-05-015	Moved by Member Perry Robinson to approve the minutes of the regular meeting held May 1, 2017 as presented.	CARRIED
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Meeting Notes for May 23, 2017 Regional Governance Public Meeting Dry Run Session Mtn #17-05-016	Moved by Member Gerald Kuefler to accept the meeting notes for the May 23, 2017 Regional Governance Public Meeting Dry Run Session as presented.	CARRIED
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Information Mtn #17-05-017	Moved by Member Perry Robinson to accept the following for information purposes: <ul style="list-style-type: none">• Synopsis of Correspondence• Ongoing Items	CARRIED
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Regional Governance Project – Review of May 23, 2017 Public Meeting Dry Run Session	<p>Chris Fields of 13 Ways Inc., reviewed the feedback received from the May 23, 2017 Regional Governance Public Meeting Dry Run Session:</p> <ul style="list-style-type: none">• Overall lack of details provided for comment from attendees, we need to ensure that groundwork for communication is done, we need to develop information that people can react to.• "When we don't know the future – we fight for what we know" – we need to ensure that we provide information so that individuals do not fill gaps with false information.• We should not be referring to the other options/models that were reviewed in 2016, we should only be discussing the single-tier option which was approved unanimously in 2016.• We need to continue to state that no final decision has been made, but that single-tier is the option we are exploring.• We need to cancel the June public meetings, develop more details and take that to the public after the 2017 general election. Can we provide answers to 80% of the questions asked by 80% of the people, we will not be able to make everyone happy?• People are expecting fair taxes / reasonable services / some service enhancements where possible. <p>Michael Scheidl of Alberta Municipal Affairs reviewed options for next steps:</p> <ul style="list-style-type: none">• Most elected officials felt we were not ready to go forward with public meetings in June.• Need to develop a CAO Working Group to provide options for taxes / services / governance / identity based on feedback from Council and staff	
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- Options are to be reviewed by the FIP committee and amendments are to be sent back to the CAO Working Group for further consultation with elected officials and staff.
- This will continue until it is felt that we have sufficient information to provide to the public
- We must develop a communication strategy going forward:
 - Announcement to cancel the June public meetings based on results of dry run session
 - Keep impacted people informed/engaged: public / elected officials / staff
- After the election, we should have an orientation session for new elected officials and get their feedback and/or approval of the project to go forward.
- If approved, the plan would then go to a public input session for more feedback
- The FIP Committee would then amend the plan based on feedback received
- This would continue until a concise plan is ready to be publicized and a decision requested from the public.

Direction from each municipality to the CAO Working Group:

- What details do we think the public wants information on? (governance, taxes, services, identity)
- What do elected officials want more information on?
- What do staff need more information on?

To set this up similar to the information provided by a Viability Review Term:

<u>Current Status</u>	<u>Future Option A</u>	<u>Future Option B</u>
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Chris Fields will work on a news release regarding cancellation of the June public meetings, indicating that a dry run was done and there were concerns brought forward about the lack of information provided and that we will be working on this to bring more information in the future.

Recommendation for a media release prior to nomination day indicating that work is continuing on the project.

Key messages will be:

- Dry run – need more information
- Need more work on fleshing out details
- Need to share the process with elected officials and staff
- Need to ask more questions
- Need to develop a Fact Sheet

The working group should be the FIP Committee, other elected officials may attend but will not be permitted to participate in any discussions as this could possibly slow down the process. We may need to develop a mechanism to confirm attendance to ensure that the space is adequate for those who wish to attend.

Revised Preparation
Plan for Regional
Governance Project
Mtn #17-05-018

Moved by Member Bud James to proceed with the revised preparation plan for the Regional Governance Project:

- CAO Working Group will receive information from Councils and staff to develop details for governance / taxes / services / identity
- The proposal would be reviewed by FIP Committee and amended if necessary
- New approved proposal would be reviewed by Councils and staff
- Amendments to proposal would be made based on feedback from Councils and staff.

CARRIED

Next Meeting

The next regular meeting will be Monday, June 10, 2017 at 7:00 p.m. at the Flagstaff County

Administration Building.

Adjournment

As all agenda items had been completed, Chair Bob Coutts declared the meeting adjourned at 9:50 p.m.

Chairperson

Coordinator

Public Works Report

- Sewer cleaning has been completed. There was quite a bit more to do this year so we could get a fresh start with our three-year plan in 2018.
- We are expecting Alberta Environment for our annual water plant inspection soon.
- We are waiting to hear back from Canada Environment about an inspection on our wastewater system; that hasn't been done in quite a few years.
- We have finally got our signage for our Town equipment and vehicles. We have had quite a few comments, all of them positive.
- Everything has been removed from the old Town sign at the highway by Kal-Tire. FortisAB has disconnected the power and A&B has started to put in the new signs.
- The benches for the new walking trail should be installed before June 16/17.

Town of Sedgewick – Recreation and Community Services Liaison Report – May 24th – June 21st, 2017

Continued with policy development of the Recreation and Leisure Plan as per motion #2016.12.301.
Continuing to meet with the community, presenting the approved policies.

Programming:

Distributed marketing and publication advertisements around town and on Facebook. Reactivated Facebook as a result of office reassignment.

- Alberta Health Services: Dementia - Communication Strategy
- Alberta Health Services: Fall into Good Habits
- Alberta Health Services: Monkey Business
- Alberta Health Services: Healthy Lifestyle Series
- Basketball “Meet-ups” – every Monday at 7:00 p.m. at the Sedgewick School grounds.
- Let’s Go Explore, casual family bicycling “Meet-ups” – every Tuesday at 7:00 p.m. at Sedgewick Lake Park entrance.
- Adult Beach Volleyball “Meet-ups” – every Tuesday at 7:00 p.m. at the Sedgewick volleyball pit.
- Welcome walking “Meet-ups” – every Wednesday at 7:00 p.m. – at the trail head west of the Sedgewick Central school grounds.
- Longboarding “Meet-ups” – every Thursday at 7:00 p.m. at the skate park at the Sedgewick Recreation Centre.
- Spring Creative Art Series – details below – all classes will be held in the Sedgewick Rec Room.
- Appreciation all around regarding the extras for Seniors’ Week programming. The events were a great success.

Liaison Programming:

Initial meeting with Sedgewick Public Library manager for probable partnership for summer

Toronto Dominion reading program (Canada wide program). Program will run between July and August 2017.

Town of Sedgewick**"Meet - ups"**

Meet-ups are organized with a specific philosophy in mind; we simply want to provide a fun social experience for Sedgewick's town people. We combine sports and social activities together to give a great experience with memories that last long after.

Below are the most popular "Meet-ups". It gives you a chance to be a kid again and to re-live "those" moments.

No try-outs are necessary, just a willingness to let loose and have fun. Do what you love.

Welcome Walking "Meet-ups"

Bond together with other walking enthusiasts who also enjoy a regular walk for exercise! Stay fit and meet new people. Our focus will be on light recreational walking at the Sedgewick walking trail west of the Sedgewick Central School grounds.

This Wednesday evening "meet-up" at 7:00 p.m., repeats every week until August 30th, 2017.

Be comfortable – dress in layers and bring a water bottle.

Let's Go Explore "Meet-ups"

We are about bicycling!

Good laughs and exercise!

Casual family bicycling!

Join us for a bicycle "meet-up" at Sedgewick Lake Park entrance.

Tuesday evenings at 7:00 p.m.

This "Meet-up" repeats every Tuesday until August 29th, 2017.

Join in and be with other like-minded folks for camaraderie and fun!

Dress in casual wear and remember to bring a water bottle.

Adult Beach Volleyball "Meet-up"

There is action at the Sedgewick beach volleyball pit.

Join in the fun for co-ed beach volleyball.

Tuesday evenings at 7:00 p.m.

Basketball "Meet-up"

If you love to play basketball; 1 on 1, 2 on 2, 3 on 3, the games can be fast, possibly competitive, but always friendly. Joining in is a way to build your skill and meet good people.

Join us at the Outdoor Basketball Court, Sedgewick School Grounds.

Monday evenings 7:00 p.m.

This meet up repeats every week on Monday until August 28th, 2017.

Bring water bottles and your own "magic basketball".

See you there!

Longboarding "Meet-up"

Never Stop Pushing!!!

"Skate the town"

Come out for a great evening of skating.

Join us on Thursday evenings at the skate park at the Sedgewick Recreation Centre – 7:00 p.m.

"Meet-up" repeats until August 31st, 2017

All long boarders welcome to come and hang out.

"Meet-ups" bring people together to do more of what they like to do. When we get together and do the things that matter to us, we're at our best.

“Our Best to You”

Overtime we often loose that “playfulness”, we simply say we don’t have time to make a mistake or we let someone else do it for us. This robs us of the joy of using our hands and our minds to take a chance and learn something that is truly special.

What I have learned from creating projects goes further than just clever craftiness. It’s the value you create by taking time to make something yourself. In this age of computers and smartphones it’s far too east to go our entire adult lives without creating much of anything. In fact our society has become so automated many people never cook for themselves. You can see a need then for craftiness in our society.

Through crafting opportunities, we learn to appreciate and value images and understand the context in which they are made. Experiences in crafting enables us to learn how to look at our work critically and develop an appreciation of design and cultural industry. Crafting introduces us to intellectual and practical skills. It enables us to use and understand a wide range of tools, machines and materials. It provides us with an opportunity to think with our imagination and create and develop confidence leading us into other jobs and life skills. Crafting makes craftsmanship for purpose, and provides opportunity to participate in leisure activities that can bring you lifelong benefits in health, well-being and life satisfaction.

Crafting brings beauty into the world. Art and craft is important because it makes our world a better place. It also brings a sense of enjoyment. Being creative is not a hobby it’s a way of life!

“Where People Come First”

“Our Best to You”

Access: article-design and technology 2009

May 1st, 2017

Town of Sedgewick

Creative Wellness

Visually striking unique and original wall mounted wooden signs. We paint our indoor signs the traditional way by hand, with a brush. 12" x 12" crafted signs painted with "Country Chic" paint.

Perfect motivational signs beautifully scripted for a personal accent on your walls. Start your collection today!

This is your time to spend on your craft, to visit and to make new friends. Anyone is welcome.

Come and learn a fun way to create a beautiful vintage sign. You'll love the process, you'll love the product!

1. June 19th, 2017 – 6:00 p.m. – 9:00 p.m.
2. June 26th, 2017 – 6:00 p.m. – 9:00 p.m.

"Cook Up Some Fun"

When kids are in the kitchen, they learn a lot about themselves and team work. The benefits are huge! Finding time isn't always easy. But by cooking together, you're infusing quality family time into something you're already doing. With practice, you'll save time preparing meals together! When kids are involved in the kitchen, they're more likely to try new foods, eat better, and develop confidence to prepare food for themselves.

Children enjoy cooking more than you might think! It's a great way to help your children express their creativity and have a fun time with you in the kitchen.

Cooking together is a great way to guide your child's skills as they progress. Start them off with small and easy-to-handle tools and accompany them through more difficult tasks.

By starting your kids young, you can help them build their sense of independence in the kitchen and help them develop skills they'll take with them into adulthood.

1. Create a welcoming kitchen

- Invite your kids into the kitchen to keep you company – this way cooking becomes "about family" they dive in when they feel ready.
- Focus on enjoying the moment, stay positive – it's the memories that count.
- Include your child in meal planning and grocery shopping – the more they are involved the more they will take an interest in the decision making.
- Start with recipes they love – it's a good way to pique their interest.

2. Keep it Simple**3. Build they Skills and Confidence**

Learning is easy when you are having fun! Find some kid-friendly recipes with simple steps and start **"cooking up a storm"**.

"Where People Come First"

Sedgewick Recreation and Leisure

Town of Sedgewick

"Get Your Summer Read On"

Toronto Dominion Reading Club is Canada's biggest summer reading program for kids of all ages, all interests, and all abilities.

Given, that 2017 marks Canada's 150th birthday the Toronto Dominion (TD) Summer Reading Club invites kids to celebrate what makes books, libraries and Canada great; by encouraging them to open up to new ideas; new characters, new landscapes, and to one another.

Celebrate Canada! Real all summer, just for the fun of it!! If kids understood that the library is a positive environment where they can talk to other readers, it will encourage them to read even more.

Peer promotion is a great way to build an interest in new books and speaking to a group will help give kids good presentation skills.

Most libraries give kids a sticker for each book read. Others reward kids for a certain amount of times spent reading.

Inviting community friends and leaders to share their favorite children's books. Seeing these familiar faces as reading role models will encourage children to read even more.

Join us for this TD Summer Reading Club and test your skills in all categories.

- Hobbies, crafts and games
- Culture Arts and Entertainment
- Reading and Storytime
- Science and Technology
- Book Clubs and Writers Groups
- Author Talks and Lectures

In celebration of Canada 150

"So many books, so little time"

"Where People Come First"

Sedgewick Recreation and Leisure

Town of Sedgewick

Resistance Exercise Program

The resistance programs works all muscles in the body, using a resistance band, to better manage and improve your health. You don't have to go to a gym to get the benefits of resistance training. All you need are simple forms of resistance such as:

- Exercise bands
- Your own body weight

Keeping your muscles active and healthy through regular resistance training will greatly improve your health management. Resistance band exercises are recommended three times per week. Resistance exercise uses more muscles than just walking. It uses upper body muscles that are rarely used on a regular basis.

Resistance training also maintains or increases lean muscle. This helps to burn calories at rest throughout the day. This is important for weight control and management, especially as we age.

Remember, becoming more physically active can be a challenge. Many people do not know where to start.

- Start right here and now
- Start slowly, have fun
- Ask for help to take the first steps

When you start small with something you feel you can really do, you will feel better; than you can do more. Adding more physical activity to your day is one of the most important things you can do to help manage and improve health.

Resistance Exercise – a wellness incentive – a wellness reminder

"Where People Come First"

Sedgewick Recreation and Leisure

Town of Sedgewick

Canadian Pride

As Canada 150 approaches, how do you teach children what it “means” to be Canadian? We want them to embrace our Canadian values, without being politicized. And we wonder simply, how can I make this Canada Day special?

A value inherent to a family or a country isn’t something you can buy, or really teach. It is something you have to live. The best way to do this is to inspire their curiosity about our world, about nature, and about arts and sciences in this beautiful country in which we live. In a country as great as ours, all dreams are possible, through opportunity and hard work. We know they’ll find out what it means to be a Canadian.

Their curiosity will grow into appreciation, which will grow into pride. Canadian Pride.

“Where People Come First”

Sedgewick Recreation and Leisure

(12) Administration

- Attended FIP Regional Governance Meeting in Killam on May 23rd
- Attended FIP CAO Meeting and Special FIP Meetings back to back on May 29th
- Combined Assessment/Tax Notices were mailed May 31, 2017!
- Throughout May and June, retained one Summer Student for 1 – 2 days per week in the Administration office to perform various tasks that expedited Utility Mailings, performed monthly newsletter development and mailings, cash receipt entering, depositing and balancing, etc.
- Interviews for Temporary Office Assistant x 3 held June 13th; a Janitor to be selected on June 16.
- Updated Municipal Profile on the Municipal Affairs database (for Interim CAO status and recorded current Councillors)
- Researched Sedgewick's employee policies per council request – no Employee Recognition or Services awards policy in place; will work on development of same over summer months
- Submitted the *FOIP* Statistical Report for the period April 1, 2016 to March 31, 2017 pursuant to the *FOIPP Act*.
- Reviewing the format of the monthly newsletter with regards to Administrative staff time required to develop, print, manually fold and stuff them in envelopes (on 11" x17" sheets); the materials and photocopying costs as well; planning on transitioning the newsletter to a two-sided legal page size on July 1st.
- Working on Nomination & Election Day preparations

(26) Bylaw Enforcement

- Dog Control Bylaw 464 – dog at large defecating on neighbours (1)
- Unsightly Premises Bylaw 465 – complaint of construction site behind new Bethany Group project; owned by Flagstaff Regional Housing Group. FRHG Manager B. Dickson contacted and advised; Maintenance Staff to address the location
- Unsightly Premises Bylaw 465 – per directive to BEO Contractor, 7 sites with warning letters for clean-up.

(32) Public Works

- Providing Public Works lots of room to 'breath'
- Pothole repairs ongoing
- Installation of the north and south Town Entrance signs well in progress with excellent support from Arnett & Burgess.

(41) Water Treatment

- Public Works has 'recovered' and relocated most of their files and equipment that were moved
- The Alberta Drinking Water Quality Electronic Database has been updated with Sedgewick's water reports from December 1, 2016 to April 30, 2017
- Contractors are working on the Water Treatment Generator project, finalizing plans

(56) Cemetery

- The headstone damaged in 2016 was replaced
- Received a written complaint on the conditions in the cemetery (attached)
- Ordered a new Cemetery Management Program from the Town's software provider, Munisoft (\$395); the old cemetery system was no longer useable
- Cemetery has been very busy throughout June!

(66) Development

- Completed Safety Codes Quality Management annual Internal Audit pursuant to the Act.
- Received request for ground repair on the Main Street Boulevard in the 4800 Block (letter attached;) the driveway is on the neighbour's boulevard.

- Public Works has the following comments:

"Regarding the removal of the driveway on the boulevard north of the Main Street Park is concerned I think it should be the responsibility of the home owner.

The driveway is 1" to 3" thick of old asphalt. As for us helping out the home owners, about all we could help them with is hauling it away and if we are going to do that we may as well scrape it down to the bottom ourselves and load it up.

As far as dirt goes we don't have really good dirt, but we have a huge pile that we got off of the golf course (lots of sand in it).

If council decides they want PW to do it, it could probably be done in a morning. A lot will depend on the 1st call and if there are any wires under it. There is an old pipe running along the edge of the sidewalk. "
Respectfully submitted, D. Johnson.

CAO Meeting Notes – May 29, 2017 at 5:00 p.m.

Held at Flagstaff County Administration Office

Attendance

Debra Moffatt	Village of Forestburg / FIP Coordinator
Shelly Armstrong	Flagstaff County
Amanda Howell	Village of Heisler
Rod Krips	Town of Daysland
Sandy Otto	Town of Hardisty
Kim Borgel	Town of Killam
Thelma Rogers	Town of Sedgewick
Jolene Sinclair	Village of Alliance

Delegations:

Michael Scheidl, Alberta Municipal Affairs

Absent:

Karen O'Connor	Village of Lougheed
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1. **Agenda:** no changes or additions
2. **Meeting Notes & Information:** no comments or changes
3. **Delegates:** Michael Scheidl, Alberta Municipal Affairs

Michael Scheidl reviewed the requirements to develop Intermunicipal Collaboration Frameworks (ICF) with adjacent municipalities:

- If we have current agreements that we are not intending to change this needs to be referenced in the ICF, new agreements are not necessarily required.
- An intermunicipal development plan and a municipal development plan must be completed prior to completing the ICF.
- An ICF is a summary of shared services.
- An ICF is not reviewed by the Minister or the department.

Michael recommended that we review the pilot projects being undertaken in: County of Wetaskiwin, County of Ponoka, County of Camrose, Woodlands, Whitecourt and Peace River.

4. **Adjourn at 6:45 p.m.**

R4

FROM

and 9/17

108 Tucker Court

112 Vetter & Runkel Sq.

Belmont, MS 38208

Ph 780-436-0584

TO
 Mayor Terry Peterson & Commissioners & Administrators
 of the Town of Cemetery of Sequevick MS.
 Fax 780-384-3545 & Ph # 780-384-3504

Sequevick Cemetery Concerns on
 my Behalf & Perhaps Many Others.

- (1) Cutting of the grass very oblique. leaves all over the flat head stones & mounds of dead grass gathering against the head stones & mounds. It is a disgrace. Do the maintenance not have a grass catcher or bag to the mower. Perhaps there be a great problem corrected.
- (2) Higher High by Park Bend been there for three years. Bench on West Side across lane from Prindgen - Elkey - Medley graves.
3. Permission to edge the grass around the head stones of Prindgen Elkey & Medley Graves - stones etc. If you call me early Monday if permission granted for weed kill as I'm planning to find Sat? Sat Jan 17 & 18 if weather permitting.
- (4) The flower pits on Men Cemetery entrance look very nice. Very Appealing. approval is responsible Thank You. It would be nice on the Old Entrance. Thank You again.
- (5) The grass should be taken care along the fence line & throughout the Tree Drive. And a Bird House is on the ground West Side Fence Drive across lane of Prindgen - Elkey graves. It would nice or rather surprise the student about it in maintenance toward a better job done.

Thank You for your attention to these matters,

Respectfully

Mar. Prindgen Prindgen



Mayor and Council

Town of Sedgewick

RECEIVED
JUN - 5 2017

June 5/17


Dear Mayor Robinson and Council,

This is a request to have some ground repair done on the boulevard on main street, Sedgewick. We currently mow and trim the boulevard from the corner at the top of the hill south to the steps which extend onto main street. We take pride in how nice it looks but there is a paved driveway on the boulevard which is no longer usable, which is a nuisance, and needless to say not eye appealing.

We do not mind mowing this large boulevard, and if this driveway could be removed and grass seeded in its place, it would definitely improve the looks of our main street.

Thank You.

Sincerely,


Brenda Watkins
Tom and Brenda Watkins

Topic: Black Knot Disease
Initiated by: Council
Attachments: N/A

- Purpose:**
1. To review remediation options to address the Black Knot outbreak in the Town of Sedgewick.
 2. To provide direction to Administration for the mitigation of Black Knot

Background:
Below is information from Agriculture Alberta’s website:

What is Black Knot?
Black Knot, caused by the fungus *Apiosporina morbosa*, is a very common disease of plants in the genus *Prunus* (See Table 1). A survey in Alberta revealed a significant and widespread distribution of Black Knot found in commercial, municipal, private and natural plantings. This disease reduces the aesthetic value of affected specimens, as infections spread rapidly; high levels may result in the eventual death of the plant.

Table 1: Plant Species Affected by Black Knot

Amur Cherry	Mayday Tree
Apricot	Mongolian Cherry
Black Cherry	Nanking Cherry
Chokecherry	Pin Cherry
Dropmore Cherry	Cultivated Plum
Flowering Almond	Wild Plum
Flowering Plum	Prunus Hybrids
Japanese Plum	Sand Cherry
Korean Cherry	Sour Cherry

How can you recognize Black Knot?
The most distinguishing symptom of Black Knot is the characteristic black, tar-like swellings that develop on branches of the infected plant.



Photos by Bill Remphrey

Initially, a small, olive-green gall or swelling will develop at a succulent growing point or fruit spur (as a result of spores landing and infection taking place). This swelling will grow until it is mature after 2-3 years. The mature galls are hard, black, 10 to 15 cm (4 to 6 inches) and may be somewhat ruptured. Mature galls will produce and release a vast amount of spores during the bloom period, resulting in a rapid increase in infections. The fungus continues to grow internally and externally, with the branch eventually becoming girdled and dying.

What can be done to control Black Knot?

- Removal of sources of inoculum (prevents population build up)
 - Prune out all knot-bearing branches during late fall, winter or very early spring when plants are dormant and knots are easy to see
 - Remove infected branches to at least 15-20 cm (6-8 inches) below knot. NOTE: It is preferable to prune an infected branch further back to an appropriate location, such as a healthy collar, rather than leave a stub
 - As a precaution, cutting blades should be cleaned and disinfected after pruning, if possible, especially if cuts have been made through obviously infected material
 - For knots on scaffold branches or trunks that can't be removed, cut away diseased tissue down to good wood and at least 1 cm (1/2 inch) beyond the edge of the knot
 - Failure to remove branches beyond the internal growth will result in re-growth of the fungus
 - **DISEASED WOOD MUST BE DESTROYED IMMEDIATELY** (burned, buried or removed from site). Diseased knots can produce and release spores for up to 4 months after removal. Proper composting can help to accelerate the breakdown of infected materials
- Ensure plants are healthy and free from stress (not a guarantee from disease)
- Regular monitoring
- Ensure adequate canopy ventilation through proper pruning
- Chemical control (preventative not curative)

-
- Few choices available
 - Not usually recommended unless for valuable plantings, such as collections, orchards, arboreta or for severe infestations
 - Other options
 - May include use of more resistant selections, ensuring adequate buffer zones between plantings and wild stock, or potential employing biological control products (limited)
 - Consider hiring a trained professional for pruning activities

Prepared by Robert Spencer, Ag-Info Centre, Alberta Agriculture and Rural Development

Key Issues/Concepts:

1. Administration contacted the Flagstaff County Agricultural Services Manager regarding legislation available to address the disease outbreak. Neither the *Agricultural Pest Act* nor the *Weed Control Act* address this disease, however the Manager suggested this disease really should be considered.
2. Administration questioned the Ag Manager whether or not there was an agreement between the Town and the Ag Services Board (i.e. Flagstaff County) to address items under these Acts. He advised he would have to check into that as he was a new employee.
3. Through discussion, it was agreed that the best route to mitigate the disease was through public education.
4. By insuring that all Town-owned diseased trees are taken care of would demonstrate a leadership role in fighting the disease as well.

Financial Implications:

1. The Public Works time and commitment to removing the diseased trees is already included in their duties; the number of diseased trees may increase their time commitment to this issue, thereby decreasing their time in another area.
2. Public education could include a notice in the Community Press, as this is likely not just a Sedgewick problem and notice in the July 1st Newsletter. Costs could range from \$250 to \$500. Consultation with other Flagstaff Municipalities to ascertain if this a problem in their communities as well, could mitigate public notice costs.

Options:

1. Council directs Administration to develop an educational notice for publication in the Community Press and the Sedgewick Scoop newsletter. Further, Administration to survey other Flagstaff Municipalities to ascertain if this is an issue in their communities as well and coordinates the public notification with those entities.
2. Council directs Administration to ensure that all trees on Sedgewick public lands have been maintained for Black Knot Disease.

Political/Public Implications:

1. Addressing the issue 'head-on' demonstrates leadership and acceptance of responsibility; hopeful that this will translate to private acceptance of responsibility to address this problem head on.

Relevant Policy/Legislation:

1. MGA, s.201(1) Council's principle role

Recommendation(s):

Council directs Administration to develop an educational notice for publication in the Community Press and the Sedgewick Scoop newsletter. Further, Administration to survey other Flagstaff Municipalities to ascertain if this is an issue in their communities as well and coordinates the public notification with those entities.

And further, Council directs Administration to ensure that all trees on Sedgewick public lands have been maintained for Black Knot Disease.

Additional Considerations:

1. Additional correspondence may be held between all Flagstaff municipalities to address the lack of legislation to mitigate the disease.
2. Flagstaff Regional CAO's could work together on this issue together.

TOPIC: MSI Operating Reallocation Proposal
INITIATED BY: Administration
Attachments: N/A

Purpose:

1. To review a recommendation from Administration and Public Works for the reallocation of MSI Operating grant funds from the Public Works OH&S Project to Sanitary Sewer system – Maintenance and Repair in the amount of \$5,000.
2. To approve the recommendation.

Background:

1. The 2017 Public Works Department budget, the FIP Health & Safety Program project was estimated at \$10,000.
2. In the May 24th Council meeting, Council endorsed the FIP H&S Program at an estimated fee of \$3 - \$4,000. Thus, the budgeted amount, to be funded by the MSI Operating budget, would have a surplus of \$6 - \$7,000 (re: unspent grant funds.)
3. The Town re-instituted its annual sanitary sewer cleaning routine after a lapse of several years. The schedule has been set up on a three-year interval with the exception of several 'trouble' areas that will be cleaned up annually to reduce/eliminate maintenance issues.

Key Issues/Concepts:

1. In 2017, the sewer flushing project is the largest of the three-year cycle due to several specific problem areas that have required work and will require additional cleaning. Public Works had been advised that there was \$18 - \$20,000 in the 2017 budget for the project.
2. On May 31st Public Works Foreman Johnson advised that the 2017 project costs will be \$18.5 - \$19,500.
3. A review of the Sanitary Sewer Maintenance budget revealed a total budget of only **\$14,330** with \$7,830 of that total derived from MSI Operating grant and the balance from Utility Fees collected. Thus, there would be a **\$4,170 to \$5,170 budget shortfall**.

Financial Implications:

1. Pursuant to the MGA, only Council has the authority to endorse the municipal budget. Administration has the responsibility to report to Council on any budget items/issues.
2. With a Council resolution to re-allocate MSI Operating grant of \$5,000 from Public Works OH&S to Sanitary Sewer – Maintenance & Repairs, both departments' expenditures would be adequately funded.

Options:

1. Council endorses the Administration recommendation to reallocate \$5,000 MSI Operating funds from the Public Works Health & Safety budget to the Sanitary Sewer Repair and Maintenance Project budget.
2. That Council declines to endorse the Administration recommendation, re: reallocation of MSI Operating Funds.

Political/Public Implications:

1. Ratepayers' confidence in services provided, in particular environmental services, is an important consideration.

Relevant Policy/Legislation:

1. MGA, s.242 – 243 – *Adoption of operating budget*

Recommendation:

That Council endorses the Administration recommendation to reallocate \$5,000 MSI Operating funds from the Public Works Health & Safety budget to the Sanitary Sewer Repair and Maintenance Project budget.

TOPIC: RCL#35 – Cenotaph
INITIATED BY: RCL Sedgewick #35
Attachments: Letter from Royal Canadian Legion No.35

Purpose:

1. To review a request from the Royal Canadian Legion Sedgewick No. 35 to accept ownership of a new (to be determined) parcel of land containing the cenotaph.
2. To accept the request.

Background:

1. The Royal Canadian Legion constructed the 'Legion Hut' around 1982; the cenotaph land was amalgamated with the Legion building lot around that time.

Key Issues/Concepts:

1. The RCL has voted to sell their building but wish to turn the ownership of the cenotaph to the Town of Sedgewick upon successful subdivision of the cenotaph land from the building.
2. The letter states: *"...that the cenotaph is a historical monument for the ancestors of this community and should be preserved as such."*
3. Anticipated/expected repair, maintenance and upkeep and use of the cenotaph by whoever should be addressed prior to acceptance; set clear goals and objectives so that all parties understand the outcomes of any decision.
4. Land Zoning for parcel of land with cenotaph? Direct control?

Financial Implications:

1. The Town, i.e. taxpayers, would become responsible for the maintenance and upkeep of the cenotaph.
2. Funding may be available from the Community War Memorial funding through Veterans Affairs Canada, that supports the construction, restoration or expansion of a community war memorial. To be eligible, the project must commemorate the achievements and sacrifices of those who served Canada since Confederation (1867). Eligible recipients are non-profit or for-profit organizations, in Canada or abroad. Organizations can also be provincial, territorial or municipal levels of Canadian government. It must also be of a finite duration, with clear start and end dates. **Note:** *Projects submitted to Veterans Affairs Canada must adhere to the Official Languages Act, for example, projects involving the construction of a new war memorial must ensure that inscriptions are in both official language*

Options:

1. Council, upon subdivision, the Town of Sedgewick will accept the new parcel of land containing the cenotaph upon development of a clear outline by both parties regarding the use, maintenance and repair of the cenotaph.

-
2. That Council declines the cenotaph offer from the Royal Canadian Legion No.35.

Political/Public Implications: unknown

Relevant Policy/Legislation:

1. **MGA, s.644(1)** *Acquisition of land designated for public use*

Recommendation:

That Council endorses that, upon subdivision, the Town of Sedgewick will accept the new parcel of land containing the cenotaph, upon successful development of a clear outline by both parties regarding the use, maintenance and repair of the cenotaph.

NB2

Royal Canadian Legion No. 55
PO Box 402
Sedgewick, AB T0B 4C0

May 29, 2017

Town of Sedgewick
PO Box 129
Sedgewick, AB T0B 4C0

To Whom It May Concern,

RE: Cenotaph

After much deliberation, the members of the Royal Canadian Legion Sedgewick No. 55 have voted to sell our building located at 4702 48 Ave. Upon looking into the specifics, we have determined that when the cenotaph was originally constructed, it was placed on "public lands". In approximately 1982, when the location for the new hut was secured, the land title to the existing hut was comingled with that of the cenotaph, which seemed to be a good decision at the time.

Unfortunately however, this is causing a bit of a problem in terms of selling the property, as we obviously do not wish to "sell" the cenotaph with our building. Therefore, we are currently in the process of having the land surveyed by New West Geomatics, upon the suggestion of the previous CAO, Amanda Davis. New West Geomatics will be handling our application with MPS (Municipal Planning Services) to have the cenotaph subdivided from the building as quickly as possible, in order to facilitate the sale of said building.

It is the wishes of the membership of the Royal Canadian Legion No. 55 to turn the cenotaph over to the Town of Sedgewick upon completion of the subdivision, being that we will no longer own any property and that the cenotaph is an historical monument for the ancestors of this community and should be preserved as such.

Please accept this letter as a formal request for the Town to accept the new parcel of land containing the cenotaph and advise of your decision accordingly. Should you agree, we would ask that you designate a person(s) to meet with a Legion representative and the surveyor on site to ensure that we all agree with the proposed area to be subdivided, as this will expedite the process significantly.

Your timely response is appreciated.

Regards,



Becky Erickson
Secretary
Royal Canadian Legion No. 55

TOPIC: Dispute Recognition in Tax Recovery Process
INITIATED BY: R. Hallum
Attachments: Letter from R. Hallum & Legal Representative

Purpose:

1. To review a request from R. Hallum regarding a suspension of the Tax Recovery Process on his lands described as Lots 15 – 18, Block 3, Plan 3825P.
2. To discuss the request.

Background:

1. On March 2, 2015, outstanding Invoice# 431 for Fire Call-out on February 22, 2013 totalling \$17,206.81 was added to Taxroll #20003036-800 (Lots 15 – 18, Block 3, Plan 3825P.) This amount and accruing penalties remain outstanding as of June 15, 2017.
2. The property taxes for all years (excluding 2017 which are due July 31st) have been paid in full.
3. Mr. Hallum's correspondence reports difficulties experienced with the insurance company for the payment of the costs.
4. A Tax Caveat was registered on the property on May 2, 2016 and the municipality can auction the property prior to March 31, 2018.

Key Issues/Concepts:

1. The municipal Tax Recovery process does not begin until a property is over one year in arrears. i.e. if 2015 taxes were not paid; tax recovery process cannot begin until March 2017. And the tax auction does not take place until the following year; this results in 2015 – 2018 Taxes being in arrears before the municipality can take any action to recover taxes.
2. Upon any costs being transferred to the tax roll, pursuant to the MGA, is deemed for all purposes to be a tax.
3. Mr. Hallum's Dispute Resolution Representative states that he anticipates a formal Dispute Resolution Award by the end of 2017, which will establish the value of the property insured, and the amount of the loss, allowing for resolution of the outstanding insurance claim and pending litigation; court of queen's Bench Alberta Action#1503-02653.
4. The Tax Recovery process for the auction requires that an auction must be held prior to March 31, 2018. If the auction is not held by March 31, 2018, the Tax Caveat must be removed and the Tax Recovery process must start all over again (if the arrears are not paid.)
5. Per the Dispute Resolution Representative letter, a resolution of the costs could be determined by the end of 2017.
6. If the Town delayed the Tax Recovery Process by scheduling the Public Auction for March 1st, 2018, and if the legal actions were not successful, the recovery could continue.

7. If the Tax Recovery Caveat was removed, the new Tax Recovery process would not be implemented until March 31, 2018 and an auction could not be scheduled until 2019.

Financial Implications:

1. The Town, i.e. taxpayers, have funded the expense of the fire call-out of \$17,206.81 since 2013.

Options:

1. Council directs Administration to delay the Public Auction on Lots 15 – 18, Block 3, Plan 3825P until March 1, 2019.
2. That Council directs Administration to cease Tax Recovery Process on Lots 15 – 18, Block 3, Plan 3825P and remove Tax Caveat Registered No. 162 116 509.
3. That Council directs Administration to proceed with the Tax Recovery Process on Lots 15 – 18, Block 3, Plan 3825P.

Political/Public Implications:

Relevant Policy/Legislation:

1. MGA, s.347(1)(c) *"...deferral of taxes"*

Recommendation:

That Council directs Administration to delay the Public Auction on Lots 15 – 18, Block 3, Plan 3825P until March 1, 2019.

Additional Considerations:

1. That Administration to provide written notice to Mr. R. Hallum re: Council's decision.

June 12/2017

Dear Honouable Mayor and respective town council members.

I am writing this letter in response to a letter that I have recieved from the town of Sedgewick in regards to the property in which the Pioneer Hotel previously was on before it tragically burnt down. I understand that this parcel of land has been placed in arreares due to the outstanding fire bill that the insurance company has not paid yet.

I am currently still in negotiations with the insurance company and my Legal team that is battling this for me has said that it should be resolved in the near future as this case has finally been put forth before a Judge. I am asking the Members and the Mayor to please allow me a little more time to get this settled.

I have spoken to the Municiple advisor regarding this matter, and she mentioned that under section 347 I could send a request to the town to withdraw their notice as so I may proceed with this Battle against the said insurance company LOYDS OF LONDON. If this land is sold in a public auction we will have lost all our work and efforts in trying to resolve this situation.

I have also spoken with the acting CAO Thelma in regards to this to keep her informed of the situation. I am sending some attachment from my legal team to show that this matter is still being vigorously pursued. We hope that when this is resolved we will be able to provide the Town of Sedgewick with anouther establishment.

In conclusion I again plead with The Town council to halt this action so we may continue our proceedings.

I thank everyone for their time on reviewing this matter.

Sincerely,

Robert Hallum

ACCURATE
INSURANCE APPRAISALS INC.
DISPUTE RESOLUTIONS

June 12, 2017

1574958 ALBERTA Ltd.
o/a Pioneer Hotel
PO Box 583
Killiam, Alberta
T0B 2L0

Re: **1574958 ALBERTA Ltd. o/a Pioneer Hotel**
Total Loss Fire
February 22, 2013

Mr. Hallum,

Please provide this correspondence to whomever it concerns.

This correspondence serves as confirmation that the fire of February 22, 2013 involving the total loss of your property in Sedgewick, Alberta known as the 'Pioneer Hotel' is in the statutorily required process of 'Dispute Resolution' as stipulated under Sections 519 and 540 of the Alberta *Insurance Act* (copies attached).

I have been appointed as the Dispute Resolution Representative of record for the insured, 'Pioneer Hotel'. Pete deGraaf has been appointed as the Dispute Resolution Representative of record for the insurer, Underwriters at Lloyds. The two Dispute Resolution Representatives have appointed Louis Belzil, Q.C. as Umpire in this formal process.

I anticipate a formal Dispute Resolution Award by the end of 2017, which will establish the value of the property insured, and the amount of the loss, allowing for resolution of the outstanding insurance claim and pending litigation; Court of Queen's Bench Alberta Action # 1503-02653.

Should anyone require further information on this matter please direct them to my contact information contained herein.

Yours truly,
Accurate Insurance Appraisals Inc.



Dean S. Schmode
Dispute Resolution Representative

#376, 3-11 Bellerose Drive, St. Albert, Alberta T8N 5C9 Ph. (780) 460-7775 Fax. (780) 460-1391

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Alberta Insurance Act
(selected sections)

Dispute resolution

519(1) In this section, "representative" means a dispute resolution representative appointed under subsection (5).

(2) This section applies to disputes between an insurer and an insured about a matter that under Statutory Condition 11 set out in section 540 or another condition of the contract must be determined using this dispute resolution process.

(3) This section does not apply to a contract of hail insurance.

(4) Either the insured or the insurer may demand in writing the other's participation in a dispute resolution process after proof of loss has been delivered to the insurer.

(5) Within 7 days after receiving or giving a demand under subsection (4), the insured and the insurer must each appoint a dispute resolution representative, and within 15 days after their appointment, the 2 representatives must appoint an umpire.

(6) A person may not be appointed as a representative if the person is

- (a) the insured or the insurer, or
- (b) an employee of the insured or the insurer.

(7) The representatives must determine the matters in dispute by agreement and, if they fail to agree, submit their differences to the umpire, and the written determination of any 2 of them determines the matters.

(8) Each party to the dispute resolution process must pay the representative whom the party appointed, and each party must bear equally the expense of the dispute resolution process and the umpire.

(9) If

(a) a party to a dispute resolution process fails to appoint a representative in accordance with subsection (5), or

(b) a representative fails or refuses to act or is incapable of acting and the party that appointed that representative has not appointed another representative within 7 days after the failure, refusal or incapacity,

on application of the insurer or the insured on 2 days' notice to the other, the Court may appoint a representative.

(10) On an application under subsection (9), the Court may award costs on a solicitor and client basis against the person whose representative is appointed by the Court, whether or not that person appeared on the application.

(11) If

(a) the representatives fail to appoint an umpire in accordance with subsection (5), or

(b) the umpire fails or refuses to act or is incapable of acting,

either representative may make an application to the Superintendent for the appointment of an umpire, containing

(c) the names of 3 persons the applicant believes are capable of performing the functions of the umpire, and

(d) the credentials of the 3 persons.

(12) Before making an application under subsection (11), the applicant must give notice in writing to the other representative of the intention to make the application, which notice must contain the names and credentials the applicant is submitting to the Superintendent under subsection (11).

(13) An application under subsection (11) must be accompanied with a copy of the notice, and the date it was given, under subsection (12).

(14) Within 15 days after receiving a notice under subsection (12), the other representative may give the Superintendent and the applicant

(a) the names of 3 persons the representative believes are capable of performing the functions of the umpire, and

(b) the credentials of the 3 persons.

(15) The Superintendent must appoint an umpire from the names submitted under subsection (11) or (14) as soon as practicable after the earlier of the following occurs:

(a) the Superintendent receives names and credentials under subsection (14);

(b) the period for providing names and credentials under subsection (14) expires.

(16) An umpire is bound by the rules of procedural fairness in carrying out the umpire's functions under this section.

2008 c19 s29

Statutory conditions

540(1) Subject to subsections (2) and (3),

(a) the conditions set out in this section are deemed to be part of every contract in force in Alberta and must be printed on every policy under the heading "Statutory Conditions", and

(b) no variation or omission of or addition to any statutory condition is binding on the insured.

(2) This section does not apply to contracts of automobile insurance, hail insurance, surety insurance or any other class of insurance prescribed in the regulations.

(3) Statutory Conditions 1 and 6 to 13 apply only to, and need only be printed on, contracts that include insurance against loss or damage to property.

IN CASE OF DISAGREEMENT 11(1) In the event of disagreement as to the value of the insured property, the value of the property saved, the nature and extent of the repairs or replacements required or, if made, their adequacy, or the amount of the loss or damage, those questions must be determined using the applicable dispute resolution process set out in the *Insurance Act* whether or not the insured's right to recover under the contract is disputed, and independently of all other questions.

(2) There is no right to a dispute resolution process under this condition until

(a) a specific demand is made for it in writing, and

(b) the proof of loss has been delivered to the insurer.

WHEN LOSS PAYABLE 12 Unless the contract provides for a shorter period, the loss is payable within 60 days after the proof of loss is completed in accordance with Statutory Condition 6 and delivered to the insurer.

REPAIR OR REPLACEMENT 13(1) Unless a dispute resolution process has been initiated, the insurer, instead of making payment, may repair, rebuild or replace the insured property lost or damaged, on giving written notice of its intention to do so within 30 days after receiving the proof of loss.

(2) If the insurer gives notice under subparagraph (1) of this condition, the insurer must begin to repair, rebuild or replace the property within 45 days after receiving the proof of loss and must proceed with all due diligence to complete the work within a reasonable time.

TOPIC: Development Permit 2017-03 Variance Request
INITIATED BY: S. Holsworth
Attachments: Letter from S. Holsworth & Development Permit Variance Application

Purpose:

1. To review a request from S. Holsworth for a permit variance on Development Permit 2017-03 to increase the garage height from the permitted height of 4.0 metres (13.1') to 4.3 metres (15.2').
2. To discuss the request pursuant to Land Use Bylaw #461.

Background:

1. On March 26, 2017 Mr. Holsworth submitted a Development Permit application to construct a 20' x 30' garage on his property identified as Lot 5, Block 17, Plan 2917TR.
2. Originally, Mr. Holsworth applied for a garage height of 15 feet. Upon advisement that the permitted height was 13.1', Mr. Holsworth amended his application to comply with the bylaw.

Key Issues/Concepts:

1. The LUB in R1- Residential General District regulates that garage height from grade to peak must not exceed 4.0 metres (13.1') with a maximum exterior wall height of 2.74 metres (9').
2. LUB#461, Section 20 permits the Municipal Planning Commission (MPC) i.e. Council, to allow any variance provided the variance complies with the requirements of the Alberta Building Code and the variance does not unduly affect the neighbourhood which includes variances for non-conforming buildings.
3. Pursuant to Section 22, a decision of the MPC will be in writing and sent by regular mail to the applicant. Where a permit is refused, the reason(s) shall be stated in the decision letter.
4. When a permit is approved, after granting a variance, the Development Officer shall send a notice by regular mail to adjacent landowners advising them of the variance and the right of appeal.
5. A permit does not come into effect until 14 days after the date the approval was posted or published in the newspaper. If an appeal is lodged with the SDAB, no development shall be commenced until the appeal is finally determined and the issuance of the development permit is upheld.
6. The Fire Chief has reviewed the request and confirms there are no Fire Code issues with regards to the variance.
7. The Contracted Building Inspector has addressed the variance request and advised there are no Building Code concerns.

Financial Implications:

1. None identified

Options:

1. Council endorses Development Permit 2017-03 for a variance on the height of a garage from 4.0 to 4.3 metres from grade to roof peak. This approval will not come into effect until 14 days after the date of the written notice of approval and is open for appeal during this time period.
2. That Council denies the Variance request on Development Permit 2017-05 due to non-compliance with Land Use Bylaw #461, specifically Section 65.3, Garages and Accessory Buildings height must be 4.0 metres from grade to roof peak.

Political/Public Implications:

None identified

Relevant Policy/Legislation:

1. MGA, s.639-646 – *land use bylaws*
2. Land Use Bylaw 461

Recommendation:

That Council endorses Development Permit 2017-03 for a variance on the height of a garage from 4.0 to 4.3 metres from grade to roof peak. This approval will not come into effect until 14 days after the date of the written notice of approval and is open for appeal during this time period.

Additional Considerations:

1. That Administration to send a variance approval notice to the Owner, advising of the 14-day appeal period, prior to construction.
2. That Administration to send written notice of appeal to the adjacent property owners on the variance approval.

Scott Holsworth

From: Scott Holsworth
Sent: Sunday, June 11, 2017 1:34 PM
To: cao@sedgewick.ca
Cc: office@sedgewick.ca; Scott Holsworth
Subject: LUB variance request -proposed garage height

Good morning,

I would like to request a variance exception to my proposed garage height from grade to peak. It is my understanding that the allowable distance from grade to peak is 4.0 meters (13.1 ft). My request is to allow a variance of an additional foot to this distance, Overall to 14.1 ft.

The request is to allow for a garage with 9 ft walls and therefore an 8 ft overhead door.

I would like this request on the agenda for town council at the June 15 meeting. Knowing this request may have to be addressed with my adjacent neighbours I would like this to occur asap in order to begin building on July 3 - if no appeals come forward.

I would appreciate the opportunity to know what 'approval' is required by my neighbours (West, North and East) and attempt to get approvals from each of my request prior to the June 15 meeting. This would allow me to secure the appropriate garage building package without delay. Please let me know what steps I can take prior to the council meeting to expedite.

Thank you for your review of this request

Scott Holsworth
780-781-2000

Sent from my iPad

Scott Holsworth

From: Town of Sedgewick <officemain@sedgewick.ca>
Sent: Wednesday, April 05, 2017 3:52 PM
To: Scott Holsworth
Subject: Development Permit Application
Attachments: DEV 2017-03 Holsworth-2917TR; 3; 5.PDF

Good afternoon Scott;

Please find attached, a copy of your approved 2017-03 Development Permit from the Town of Sedgewick. The original document will follow by mail.

The attached will allow you to apply for your Building Permit from Superior Safety Codes (a copy of the Development Permit is filed with your Building Permit application.)

Good luck with your Project!

Warmest Regards,

Thelma Rogers,
Assistant CAO

Town of Sedgewick
P.O. Box 129
Sedgewick, AB T0B 4C0
T: 780-384-3504
officemain@sedgewick.ca
www.sedgewick.ca

MAR 27 2017



4715 14th Street
Box 615, Sedgewick
Sedgewick, AB T0S 4T0
Phone: (780) 844-0344
Fax: (780) 844-0345
Website: www.sedgewick.ab.ca



Application # 2017-03

Date 26 MARCH 2017

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): SCOTT AND VICKI HOLSWORTH Mailing Address: BOX 615, SEDGEWICK.
Ph# 384-2077 C# 781-2000 Fx# _____ Email: SCOTT.HOLSWORTH@AHS.CA
Civic Address of property to be developed: 4701-51 AVE
Legal Description: Lot(s) 5 Block 17 Plan 2917 TR or _____

Registered Owner: SCOTT AND VICKI HOLSWORTH Mailing Address: BOX 615, SEDGEWICK

Existing Use: RESIDENTIAL Land Use District: RESIDENTIAL

Type of Building/Development: GARAGE STRUCTURE, LAND SCAPING, FENCE

Size: PROPOSED 20W X 30L Percentage of lot occupied: ~~2.9%~~ 6.07%

Foundation: CEMENT Basement: ~~0~~ Heating: ~~0~~

Roofing: METAL Ext. Finish: VINYL SIDING Contractor: SELF

Setback from front lot line: 100 FT ^{30.4 m APPROX} Setback from N/S/E/W side lot line: 5 FT ^{1.5 m APPROX}

Setback from N/S/E/W side lot line: 115 FT ^{N/A APPROX} Setback from rear lot line: 80 FT ^{APPROX} Building Height: 15 FT ^{4.0 m (13.1') APPROX}

Estimated Start Date: MAY 2017 Estimated Completion Date: OCTOBER 2017

Estimated cost of project or contract price: \$ 22,000

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

NOTES: MAYDAY REMOVAL, FENCE, RV SITE (ACCESSED FROM EAST)
+ GARAGE

**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

[Signature]

Appointed Official

Signature of Applicant

[Signature]

Signature of Applicant

12 JUNE-2017 - PERMIT AMENDMENT.

- REQUEST FOR VARIANCE TO BUILDING HEIGHT TO 14.1 FT & [Signature]



TOWN OF SEDGEWICK

4818 - 47 Street - Box 129
Sedgewick, AB T0B 4C0
P: 780.384.3504
F: 780.384.3545
www.sedgewick.ca

April 5, 2017

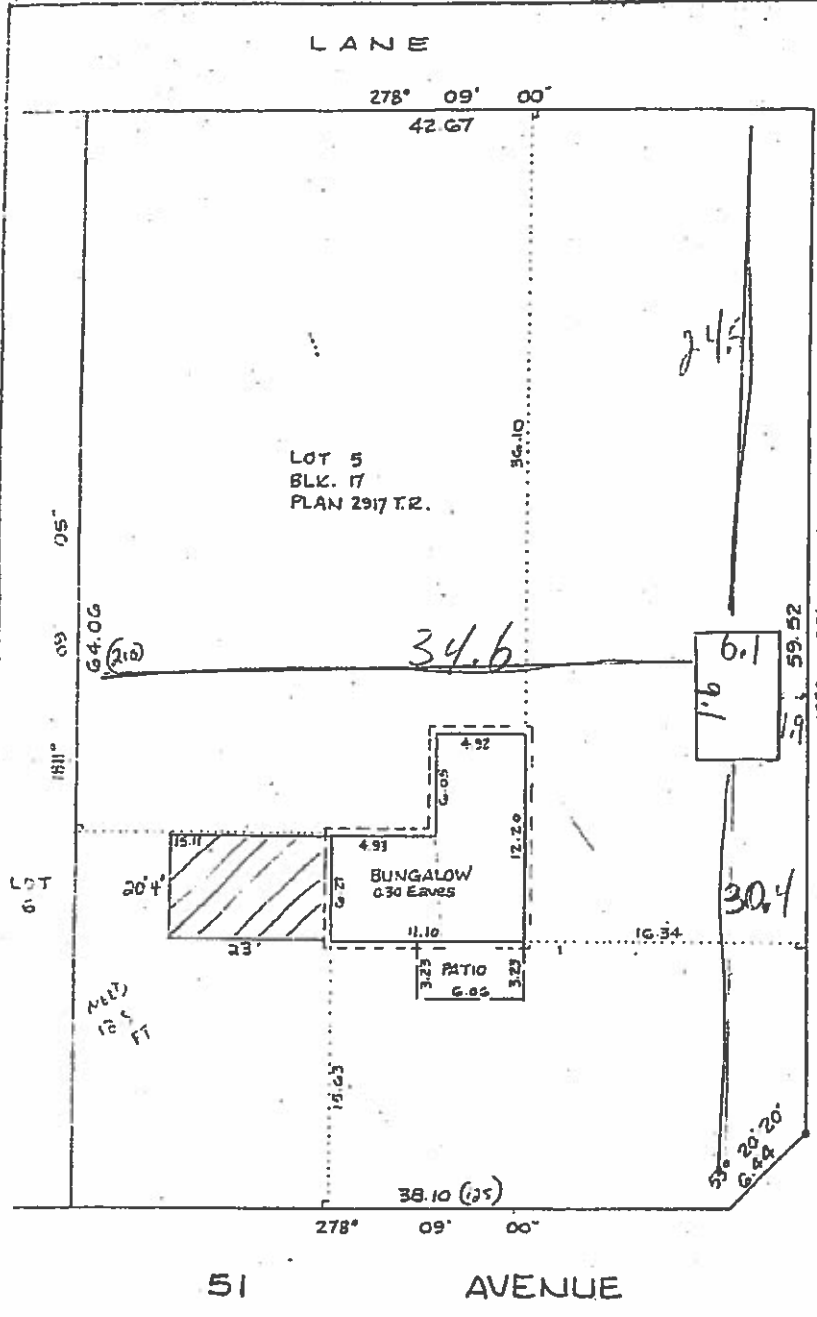
Scott & Vicki Holsworth
Box 615,
Sedgewick, AB T0B 4C0

RE: Development Permit 2017-03

Development Permit 2017-03 is hereby approved with the following conditions:

1. The height of the garage from grade to roof peak cannot exceed 4 metres (13.1') pursuant to Land Use Bylaw #461 (LUB)
2. The east side-yard setback for roof over-hang will not exceed the LUB minimum distance of 0.3 metres (1 foot.)
3. The exterior finish of the new structure must coordinate with the existing structures' exterior finishes.
4. All required permits for the desired disciplines (Building, natural gas, electrical, etc.) must be secured. Superior Safety Codes Inc. is contracted within the Town of Sedgewick to provide these services. Their website is www.superiorsafetycodes.com
5. The Development Permit is valid for one year (expires April 5, 2018.) Should the development not be completed within the one-year timeframe, a new Development Permit application will be required.
6. An Alberta One Call to 1-800-242-3447 must be made prior to any construction work.

HOLSWORTH GARAGE DEV# 2017-03



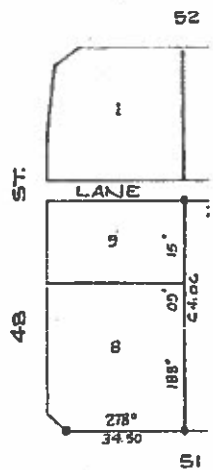
ALBERTA
REAL PRO
LOT 5, BLO
ADDRESS 47
SEC

SCALE

- 1. M. PORYLO, ALI
- 1. The survey repr
- made under my
- 2. The survey was
- certification reg
- 3. The survey was
- 4. The improve
- boundaries of it
- 5. No visible en
- any improvement
- noted herein).

Dated this 16th Dec
M. P
ALBERTA LAND

Iron Posts found the
Iron Bars found show
Found the Marks show
Pines shown thus



KEY PLAN
Not To Scale

GAEDE, FIELDING, SYED & SMITH	
CLIENT #201, 5015 50 AVE.	
CAMROSE ALTA.	
Clients File No.	Cu

Plan 2917TR, Block 17, Lot 5

TOPIC: Tax Payment Plan Applications
INITIATED BY: Administration
Attachments: Tax Payment Bylaw 459

Purpose:

- 1. To review several Tax Payment proposal requests from Taxpayers
- 2. To endorse Tax Payment Agreements as presented.

Background:

- 1. Section 9 in Tax Payment Bylaw#459 addresses payment of Taxes on a monthly basis, starting in January of each year.
- 2. Section 10 in Tax Payment Bylaw#459 permits the establishment of a Tax Payment Agreement, as approved by the Council of the Town of Sedgewick.

Key Issues/Concepts:

- 1. The provision of a Tax Payment Plan for ratepayers is a positive experience for both the taxpayer and the Municipality, enabling both parties to have a net zero taxes owing balance by the end of the year.
- 2. The current economic climate has been especially hard on taxpayers; those who work to keep their accounts in order are to be applauded.
- 3. The following two applications for special Council payment plan approval are presented:

	Taxroll#	2017 Taxes	Prepayments	Monthly Payments (Jul-Dec.2017)
a.	540003-5460	\$3,201.03	\$1,600.52(=6 mos.)	\$266.75 (Dec.31/17 Balance \$0)
b.	200091-0510	\$1,049.74	\$ 524.87 (=6 mos.)	\$174.95 (Dec.31/17 Balance \$0)

Financial Implications:

- 1. Provides a net zero balance in the tax accounts as of Dec.31, 2017 – a positive situation with all requisitions on the tax roll that the Municipality has paid, being funded, plus receipt of the municipal tax levy.

Options:

- 1. Council endorses the following applications for a monthly payment plan for the period July 1 to December 31, 2017:
 - a. 540003-5460 \$266.75
 - b. 200091-0510 \$174.95
- 2. That Council denies the applications for monthly payment plans for Taxroll#’s 54003-5460 and 300091-0510.

Political/Public Implications:

None identified

Relevant Policy/Legislation:

1. MGA, s.333.1(1) *Tax Agreements*
2. Tax Payments Bylaw 459

Recommendation:

That Council endorses the following applications for a monthly payment plan for the period July 1 to December 31, 2017:

- a. 540003-5460 \$266.75
- b. 200091-0510 \$174.95

Additional Considerations:

1. That Administration shall draft letters of agreement for the tax roll accounts per council endorsement.

**BYLAW #459
TAX PAYMENT, NON-PAYMENT, PREPAYMENT & PENALTIES**

1

BEING A BYLAW TO PROVIDE FOR INSTRUCTION WITH RESPECT TO PAYMENT, OVERPAYMENT, PREPAYMENT OR NON-PAYMENT OF TAXES.

WHEREAS, the authority and provisions of the Municipal Government Act, 1994, Chapter M-26.1 and amendments thereto provides the authority for council to establish methods of tax payments and impose penalties for non-payment or late payment thereof.

NOW THEREFORE, the Municipal Council of the Town of Sedgewick in the Province of Alberta duly assembled enacts as follows:

1. In this bylaw:

- a) 'taxes' includes all property taxes, local improvements taxes, business taxes and all other taxes lawfully imposed by the Town of Sedgewick pursuant to the Municipal Government Act or any other statute of the Province of Alberta;
- b) 'tax collector' means the person designated from time to time to be the Treasurer to act in the capacity of tax collector. The Chief Administrator Officer, the Municipal Secretary and the Office Assistants shall, for the purposes of this bylaw, be deemed to be the 'tax collector.'
- c) 'taxpayer' means the owner of the property being taxed, the business being taxed and where taxes are paid by another on behalf of the owner or the business, the person who actually pays the taxes.

PREPAYMENT OF TAXES

- 2. Any person desiring to prepay taxes in any year shall;
 - a) supply to the tax collector a description of the property or business in respect to which the taxes are levied, to the tax collector's satisfaction.
 - b) pay to the tax collector an amount (hereinafter called the 'estimated tax') equal to the amount the tax collector shall estimate as the taxes for the current year. The estimated tax shall not exceed the previous year's levy.
- 3. Notwithstanding paragraph 2 (b) a person may prepay taxes in an amount other than the estimated tax provided.
- 4.
 - a) Where taxes are paid in an amount, which exceeds the actual taxes, levied (hereinafter called the 'excess amount'), the excess amount shall be forthwith refunded to taxpayer upon written request.
 - b) Where a refund request for the excess amount in a taxpayer's account is not received and the excess amount exists in the ratepayer's account, this excess amount shall be deemed to be a payment of taxes in the succeeding year.
 - c) Notwithstanding sections 2, 3, and 4 of this bylaw, where taxes are paid or prepaid in an amount which exceeds two (2) times the amount of the actual tax levied, with respect to the amount of such excess payment, (hereinafter called the 'residual excess amount'), the following provisions shall apply:
 - i) the residual excess amount shall be refunded on or before the 1st day of November following the date on which the payment of the residual excess amount was made.

PENALTY RATES

- 5. Where any taxes levied for the current year remain unpaid as of the last day of business in July such taxes are subject to a penalty thereon in the amount of 10 percent on the 1st day following the last day of business in July on the outstanding amount of such taxes.
- 6. For the purposes of section 5, a reference to 'the outstanding amount for such taxes' shall not be deemed to include the amount of any penalties thereon.
- 7. Subject to section 9 hereof, where any taxes are not paid on or before the 31st day of December of the current year, such unpaid taxes shall be deemed to be in arrears and shall be in each subsequent calendar year, subject to a penalty therein payable in the amount of 18 percent on the 1st day of January with respect to the amount of taxes so in arrears. This provision applies to any taxes, which are levied but remain unpaid as of the 31st day of December and to all taxes, which may hereafter be deemed to be in arrears in accordance with Section 346 of the Municipal Government Act, 1994, Chapter M-26.1 and amendments thereto.
- 8. For the purposes of section 7, the expression 'such unpaid taxes' be deemed to include any penalties imposed under section 5 (or any predecessor thereof in a bylaw for a former year).

PAYMENT OF TAXES ON A MONTHLY BASIS

9. A taxpayer may pay taxes on a monthly basis subject to the following conditions:
- a) Any time up to and including January 31st of the current year the taxpayer shall notify the Tax Collector that he desires to pay his taxes (including arrears from any previous year) on a monthly basis.
 - b) For the first five months of the current year the taxpayer shall pay a monthly payment equivalent to one twelfth of the estimated tax as determined in subsection 2. b) of this bylaw plus one twelfth of any arrears. All payments are due before the last banking day of each month.
 - c) For the last seven months of the current year the taxpayer shall make seven monthly payments equivalent to the balance of the tax levy for the current year. Payments on arrears will continue as indicated in paragraph b) above. All payments are due before the last banking day of each month.
 - d) Provided that the conditions enumerated in paragraphs a), b) and c) hereof are complied with, the penalties referred to in sections 5, 6, 7 and 8 shall not be imposed.
 - e) If a monthly payment is in default, the provisions of paragraphs a) through d) herein shall no longer apply and all penalties which would otherwise be imposed by sections 5, 6, 7 and 8 of this bylaw shall be imposed.
10. a) Notwithstanding section 9, a taxpayer may enter into an arrangement for the payment of taxes by installments upon which terms and conditions differing from those contained in section 9 are approved by Council of the Town of Sedgewick.
- b) Notwithstanding paragraph a) if a taxpayer enters into an arrangement for the payment of taxes by installments and a default in payment of any installment occurs, all penalties which would otherwise be imposed by the provisions of sections 5, 6, 7 and 8 of this bylaw shall be imposed.

ELECTRONIC PAYMENT PROCESSING

11. Any person may pay taxes by an electronic payment method that the Town has approved.
- a) Electronic payments are deemed to be received upon the date the person processes a tax payment.
 - b) Documentation for verification of tax payment date must be provided upon request by the tax collector.

EFFECTIVE DATE

12. This Bylaw shall come into affect upon final reading.
13. Upon final passing of this bylaw, Bylaw#417 is hereby rescinded.

READ A FIRST TIME THIS 4th OF DECEMBER, 2008 AD

READ A SECOND TIME THIS 4TH DAY OF DECEMBER, 2008 AD

READ A THIRD TIME BY UNANIMOUS CONSENT OF COUNCIL AND FINALLY PASSED
THIS 4TH DAY OF DECEMBER, 2008.


HELEN M. WHITTEN, MAYOR


THELMA ROGERS, CAO

TOPIC: 2017 General Municipal Election – Key Dates
INITIATED BY: Administration
Attachments: Proposed Election Bylaw 531/17

Purpose:

1. To review several key dates pertaining to the 2017 General Municipal Election.
2. To determine if Council endorses proposed Election Bylaw 2017.

Background:

1. The 2017 General Municipal Election will be held on the third Monday in October, October 16.
2. The *Local Authorities Election Act* (LAEA) is the guiding authority for the election process.

Key Issues/Concepts:

1. There are Key Dates by which specific actions may or must be completed pursuant to the Act. Specifically, for the month of June, the following key dates are provided for Council consideration:
 - a. Pursuant to LAEA, s.11 (2), may pass a bylaw, prior to June 30th, to provide that Election Day is to be the **Saturday** before October 16, 2017.
 - b. Pursuant to LAEA s.27(2), may pass a bylaw prior to June 30th, specifying the number of electors required to sign the nomination of a candidate for office, **if over 5**
 - c. Pursuant to LAEA s.28 (2), may pass a bylaw prior to June 30th allowing returning officers to accept nominations **prior to 10 am** and establishing additional locations where a deputy may receive nominations.
 - d. Pursuant to LAEA s.46 (2) and s. 46(2-1), may pass a bylaw prior to June 30th allowing voting stations to open **prior to 10 am**.
2. Council may, by resolution, pass one or more of the following election procedures:
 - a. Per LAEA s.73, provide for an advanced vote
 - b. Per LAEA s.79, provide for incapacitated elector voting at home
 - c. Per LAEA s. 80, provide for an institutional vote
3. Pursuant to LAEA, s.50, prior to July 31st, Council may pass a bylaw to authorize the compiling of a voters list.
4. Pursuant to LAEA, s.33, Council may pass a bylaw prior to Nomination Day on September 15th, to discontinue an election for an office for which a candidate has died.

Financial Implications:

None identified.

Options:

1. That Council:
 - a. Reviews the Key dates, etc. in proposed Bylaw 531/17;
 - b. And further, that Council provides final readings to Election Bylaw 531/17.
2. That Council accepts the Local Authorities Election key dates for information.

Political/Public Implications:

None identified

Relevant Policy/Legislation:

1. Local Authorities Election Act, RSA 2000, L-21
2. MGA, RSA 2000, m-26

Recommendation:

Sent over to Council for choice!

Additional Considerations:

1. The Interim CAO, by default, is the Returning Officer for the 2017 Municipal General Election and must abide by the regulations of the Local Authorities Election Act over the next 6 months.

**TOWN OF SEDGEWICK
BYLAW NO. 531/17**

BEING A BYLAW TO PROVIDE FOR MUNICIPAL ELECTIONS IN THE TOWN OF SEDGEWICK

WHEREAS it is the desire of Council to establish certain election procedures;

AND WHEREAS to the *Local Authorities Election Act*, being Chapter L-21, of the *Revised Statutes of Alberta 2000*, and amendments thereto and the *Municipal Government Act*, being Chapter M-26, of the *Revised Statutes of Alberta 2000* and amendments thereto provides authority to the Town to regulate such matters.

NOW THEREFORE, the Municipal Council of the Town of Sedgewick, in the Province of Alberta, duly assembled, **HEREBY ENACTS AS FOLLOWS:**

1. TITLE:

1.1 This Bylaw may be cited as the "Election Bylaw."

2. DEFINITIONS:

2.1 In this Bylaw:

- a. 'Act' means the *Local Authorities Election Act*, R.S.A. 2000, Chapter L-21 as amended from time to time;
- b. 'Advance Vote' means a vote taken in advance of Election Day;
- c. 'Council' means the municipal council of the Town of Sedgewick in the Province of Alberta;
- d. 'Elector' means a person eligible to vote at an election;
- e. 'Election' means a general election, by-election or vote on a bylaw of question;
- f. 'Election Day' means the date fixed for voting at an election;
- g. 'Local Jurisdiction' means a municipality or a district or a division as defined in the *School Act*, as the case may be;
- h. 'Nomination Day' means the day set 4 weeks before Election Day to receive nominations of candidates;
- i. 'Nomination Form' means the form as prescribed under the *Local Authorities Election Forms Regulation 378/2003*;
- j. 'Returning Officer' means a person appointed under the *Local Authorities Election Act, 2000, Chapter L-21* as amended from time to time and includes a person acting in the returning officer's place;
- k. 'Voter' has the same meaning as 'elector' under the *Local Authorities Election Act*;
- l. 'Voting Station' means the place where an elector votes.

3. NOMINATION HOURS:

3.1 The Returning Officer will receive nominations of candidates for the Town of Sedgewick elections at the Town of Sedgewick municipal office between the hours of **9:00 a.m. to 12:00 noon** on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.

4. NOMINATIONS:

4.1 Pursuant to section 27(2) of the *Local Elections Authority Act*, **twenty (20)** electors are required to sign the Nomination of a candidate for office.

5. ADVANCE VOTING:

5.1 The holding of an Advance Vote on any Vote held in an Election for the Local Jurisdiction is hereby authorized.

5.2 In accordance with the Act the Returning Officer will determine the locations, days and hours when an Advance Vote will be held.

6. VOTING HOURS ON ELECTION DAY:

- 6.1** The Voting Stations in the Town of Sedgewick shall be open from 9:00 am until 8:00 pm on Election Day.

7. AUTHORIZED ELECTOR IDENTIFICATION:

- 7.1** As per Section 53 of the *Local Authorities Election Act*, voter identification will be required for local authority elections where a list of electors is not prepared. The identification will consist of government issued identification containing the elector's photograph, current address and name. This includes an Operator's License (Driver's) or an Alberta Identification Card.

- 7.2** If they are unable to produce government issued identification, they must produce two (2) pieces of identification. Both pieces of identification must establish the elector's name. One piece must establish the elector's current address.

8. SEVERABILITY:

- 8.1** If any term of this Bylaw is found to be invalid, illegal, or unenforceable by a court or tribunal having the jurisdiction to do so, that term is to be considered to have been severed from the rest of this bylaw, and the rest of the bylaw remains in force unaffected by that finding or by the severance of that term.

9. BYLAW ENACTMENT:

- 9.1** That this Bylaw shall take effect on the date of the third and final reading.

READ a first time this 15TH day of June A.D. 2017.

READ a second time this 15TH day of June, A.D. 2017.

READ a third time by unanimous consent and finally passed this 15TH day of June, A.D. 2017.

PERRY ROBINSON, MAYOR

THELMA ROGERS, INTERIM CAO

TOPIC: Fencing Complaints
INITIATED BY: Mr. J. Hebert
Attachments: Letter of Complaint

Purpose:

1. To review a complaint received from a local resident regarding the Municipal Fence installed around the Water Treatment Plant adjacent to his property.

Background:

1. The municipality installed a new wire fence around the Water Treatment Plant on 46th Street this spring. This was a component of compliance to mitigate risks identified in the Drinking Water Safety Plan mandated by Alberta Environment regulations.
2. Pursuant to the Town of Sedgewick Land Use Bylaw 461, fencing does not require a development permit, *so long as it does not contravene* Section 40. Fencing & Screening in the LUB.
3. The Water Treatment Plant lot is zoned Institutional in the LUB.
4. Section 40.9 of the LUB states: *"Screening in the form of fences, hedges, landscaped berms or other means is required along the property lines of all commercial and industrial lots where such lines are coterminous with a residential property line or are adjacent to lanes that abut a neighbouring residential property. Such screening shall be at least 2.0 m (6.6 ft.) high. Length and width of the screening shall be at the discretion of the Development Officer/Municipal Planning Commission."*

Key Issues/Concepts:

1. The complaint advises that he was not contacted about the adjacent fence project.
2. Municipal Advisory Services provided feedback on this complaint and believed that the Alberta Environmental regulations 'trumps' a valid complaint on the LUB issue. However, to mitigate the situation and in consideration for the components of LUB Section 40.9 stated above, actions could be implemented to resolve the issue.
3. Communication with the adjacent land owner is important in the process.
4. Options for screening: plants i.e. trees; wire fence 'woven-in materials', other?

Financial Implications:

1. Dependent on solution selected.

Options:

1. Council directs Administration to contact the Complainant and initiate the process to address the fence concerns, per Council discussion.
2. That Council files the Fencing Complaint for information.

Political/Public Implications:

Resolution of a ratepayer's complaint is important for Taxpayers' moral and Council confidence.

Relevant Policy/Legislation:

1. MGA, s.201(1) Council's principle role
2. Town of Sedgewick LUB #461

Recommendation:

3. That Council directs Administration to contact the Complainant and initiate the process to address the fence concerns, per Council discussion.

Additional Considerations:

That Administration will provide written notice to Mr. Hebert to begin discussions on the fencing complaint.



COMPLAINT FORM

Upon receipt of written complaint at the Town Office, the information is forwarded to the Bylaw Enforcement Officer. Please include only specific facts and details you have witnessed.

Name of Complainant: DR. JEAN-PIERRE HEBERT

Address: Box 56 SEDGEWICK ALTA Phone number: 780-384-3784

Date and time of offense: _____

Location of Offense: SEDGEWICK RESERVOIR

Owner's Name: _____ Owner's Address: _____

Specific fact and details of the offence: ~~Back~~ NEW FENCE

- TOWN HAS NEVER APPROACH AND NOTIFY OF THIS FENCE
- I DON'T LIKE IT - IT IS UNSIGHTLY.

Jean Pierre Hebert
Complainant Signature

May 8/2017
Date Signed

Note – By submitting this signed complaint you are agreeing to appear in a court of law if necessary and speak to any charges that may be generated by this complaint.

Office Use:

Date Received: May 8/17 Received by: JRogers



P.O. Box 60
Heisler AB, T0B 2A0

Phone: 780-889-3774
Fax: 780-889-2280

Email: administration@villageofheisler.ca

May 25, 2017

Flagstaff Intermunicipal Partnership Committee
Box 210
Forestburg, AB
T0B 1N0

Re: Regional Operations Program and SCADA Integration

At the Village of Heisler regular council meeting on May 18, 2017 council passed the following resolution concerning the May 1, 2017 recommendations of the FIP Committee:

Motion 207/17

Moved by Deputy Mayor Steil that Heisler Village Council approve the recommendation from the Flagstaff Intermunicipal Partnership Committee *that all municipalities proceed with the regional water operations program conditional to the Town of Daysland, Flagstaff County and Village of Forestburg agreeing to utilize up to \$60,000 from their Regional Water Operator Project to engage ATAP to undertake the following:*


- *Provide oversight and testing of the SCADA improvements which will include changing the regional server into a backup system for each individual site and building in control mechanisms to allow for remote control of plants facilities.*

It is further moved that Heisler Village Council does not approve the recommendation to *agree to a five (5) year commitment to fund the position of a Regional Water/Waste Water Coordinator at a cost of \$150,000 per year.*

CARRIED

The Village of Heisler looks forward to realizing the potential of the SCADA system; we feel its implementation will be positive for Heisler and the entire region. Unfortunately, due to financial constraints, Heisler is unable to support the regional water operations program. Please contact the undersigned with any questions or concerns.

Yours sincerely,


Amanda Howell, CAO
Village of Heisler

cc: Flagstaff Municipalities

<i>Name</i>	<i>Organization</i>
Lynne Jenkinson	Flagstaff Familiy and Community services
Ashley Leslie	Kalya Country PCN
Trisha McGowan	Flagstaff Community Adult Learning
Carson Ryner	Flagstaff Family and Community Services
Cassie McCaffrey	Prairie Central FASD
Nanette Jones	Flagstaff Community Adult Learning
Carson Ryner	Flagstaff Family and Community Services
Donna Tindall	Canadian Mental Health
Tammy Lang	Home Care Alberta Health Services
Katherine Gagnon	Alberta Health Services
Marylynn Lorensen	Flagstaff Family and Community Services

Lynne Jenkinson

- o June 15 Drug Trends meeting at Sterling Room Flagstaff County building noon to 2:00 PM- “Turnig Points ” making presentation
 - o FIRST is sponsoring “Train the Trainer” financial literacy program put on by Momentum in the Board Room on August 15th and 16th.. This program is an effort to get rid of multi-generational poverty.
 - o FIRST acronym changed to Flagstaff’s Informed Response Sharing Team.
 - o John Boden memorial benches are being set up by the library in Forestburg and in Daysland by the 9th Hole (near the school). ATSF grant.
 - o Food truck is now operational
 - o Lynne will be attending the Kinderfair in Viking.
 - o Pop-up libraries will be set up in the fall.
 - o The Skil Links program is still in session—participants are in the classroom until the 16t then out to work.
-

**Interagency Minutes
June 6, 2017**

A3.

- o October 3rd is the date for the Flagstaff County's Seniors' Day in Forestburg.

Ashley Leslie

- Spoke about Dr. Sam Ogbeide who endorsed the "Get Out and Get Active" program – PCN's 42 days. The winner of the program will get a Fit Bit while the team winners will receive a Subway party.
- Big Knife Villa and Providence Place are pushing for more classes in Happiness Basic

Carson Ryner

- Has some clients who have been able to utilize the Care-A-Van to attend counselling sessions at the office

Donna Tindall

- June 8th is the Val Wolski Memorial golf tournament which supports their local programs

Tammy Lang

- Monday, June 12th, presentation to be held by the Alberta Ombudsman and Seniors' Advocate in the Rosehaven auditorium in Camrose from 12:30 to 3:30 PM
- Invited all attendees to visit their office which has recently been renovated

Sandra Loades

- Can provide ASSIST training
- Victim services – two barbeques held last week in recognition of Victims of Crime Awareness week

Katheine Gagnon

**Interagency Minutes
June 6, 2017**

A3.

Trisha McGowan

- Workshops for new business owners, business boot camps

Cassie McCaffrey

- AGM is on June 21
- FASD.Alberta.ca is a good learning site
- October 24-27 is the national FASD conference at the Westin in Calgary

Nanette Jones

- Business IQ is offering three courses and brochures were distributed outlining details of each:
- Accounting Technician Program
- Microsoft Office Professional
- Office Administration Program

Date of next meeting: September 11, 2017 12:00pm
