

September 18th, 2014

Agenda

Regular Monthly Meeting – Call to Order – 6:00 PM

Adoption of Agenda –

Correspondence – Items Arising:

- | | |
|--|----|
| 1. CUPE – Post Office | A1 |
| 2. Victim Services – Letter of Support | A2 |
| 3. FCMRRC – September 8 th , 2014 Minutes | A3 |

Circulation File of Correspondence – List Attached

~~**Delegation** – Stacey L. Strilchuk, Executive Director for the PCN, 7:00PM~~

Financial Statement – For the Month Ending August 31st, 2014 – Attached

Accounts – For Month Ending August 31st, 2014 – List Attached

Committee Reports – For Period Ending September 18th, 2014 – Attached

Public Works Report – For the Period Ending September 18th, 2014 – Attached

CAO Report – For Period Ending September 18th, 2014 – Attached

Matters Arising:

Minutes – Regular Meeting of Council – August 28th, 2014 - Attached

Matters Arising:

Business:

- | | |
|--|----|
| 1) Intermunicipal Development Plan (IDP) – Review | B1 |
| 2) In-Camera/Closed Session – Land | B2 |
| 3) Residential Subdivision – Specs - <i>addition</i> | B3 |
| 4) Flagstaff Intermunicipal Partnership – Work Plan | B4 |
| 5) Electrical Franchise Fee – 2015 | B5 |
| 6) Organizational/Special Council Meeting – Dates | B6 |
| 7) Flagstaff Intermunicipal Partnership (FIP) – Fall Forum | B7 |
| 8) Mayor Meeting | B8 |
| 9) Walking Trail Schematics | B9 |
| 10) Round Table | 10 |
| 11) | |
| 12) | |
| 13) | |

Adjournment -

September 15, 2014

Clem St. Pierre
Mayor
Town of Sedgewick
PO Box 129 4818 47 St
Sedgewick, AB T0B 4C0

Dear Mr. St. Pierre,

Re: Request for Support to Save Canada Post

Less than a year ago, Canada Post Corporation announced a plan to change public postal service as we know it, and the government endorsed this plan. As a result, the corporation has dramatically hiked postage rates and is planning on eliminating door-to-door delivery, closing and downsizing post offices, reducing post office hours, and destroying thousands of decent jobs in communities throughout our country.

These major changes will be bad for seniors, people with mobility issues, charities, small businesses and many other people who rely on public postal service.

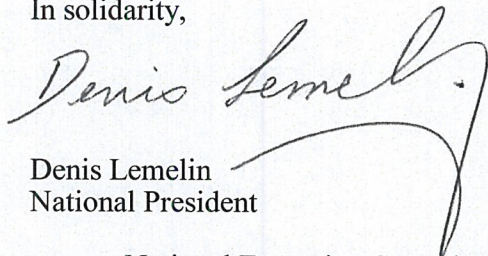
The Canadian Union of Postal Workers wants the federal government to reverse the Canada Post plan, and to look instead for ways to increase service and revenues in areas like postal banking, as other postal administrations have done. At the very least, we think the government should properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes.

CUPW has attached a fact sheet with more information about Canada Post's plan.

The union has also attached a resolution that it would like your municipality to consider passing. To date, about 90 municipalities and municipal organizations have passed resolutions opposing Canada Post plan for cuts, or calling for a halt to door-to-door delivery cuts until there is proper consultation. CUPW hopes you will think about joining and building on these efforts by passing our or your own resolution.

Thank you very much for considering this request. Thanks as well if your municipality passed an earlier resolution in support of postal banking or improving the Canadian Postal Service Charter. If you would like an electronic version of the resolution, please contact Brigitte Klassen at bklassen@cupw-sttp.org. Please call me at 613-236-7238 if you have any questions or concerns.

In solidarity,



Denis Lemelin
National President

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists

/bk cope 225

Save Canada Post.ca

Canada Post has announced a plan to:

1. Attack the public postal network.

Canada Post plans to use more private post offices while streamlining the public postal network. This means closing and downsizing public post offices, as well as reducing their hours. Canada Post has closed about 40 urban and 75 rural post offices since 2012. This is the largest number of closures we have seen since the Conservatives closed about 1,500 rural and urban post offices in the eighties and nineties. More closures are expected. The corporation is also reviewing all urban offices to see if they can be made smaller and operated with fewer workers. In addition, it is dramatically reducing hours of service in rural communities.

2. Introduce huge postage rate hikes.

On March 31, 2014, the price of buying one stamp increased by 59% while the price of buying a book or coil of stamps increased by 35%. The price for pre-sorted and incentive letters increased by 15% and metered mail increased by 19%. These sudden and dramatic increases are unfair, unreasonable and bad for the

corporation's business. It would have been wiser and more reasonable for Canada Post to adopt gradual increases to keep up with rising costs.

3. Make our country the first in the world to eliminate door-to-door delivery.

Canada Post plans on taking away door-to-door delivery from over five million Canadian households and replacing it with community mailbox (CMB) delivery. There is a great deal of opposition to this plan, which will create huge problems for many Canadians, especially seniors and people with mobility issues. According to a recent poll, sixty per cent of people oppose the delivery cuts. In spite of this, Canada Post is determined to wipe out home mail delivery within a five-year period. So far, Canada Post has announced plans to convert 100,000 households by the end of 2014 and another 1.2 million in 2015. The bulk of conversions will occur after the 2015 federal election. The federal government fully supports this major cut to public postal service.

4. Destroy 6000 to 8000 decent jobs.

Canada Post would need fewer employees if it goes to community mailbox delivery. It expects to eliminate 6000 to 8000 positions. Closing and downsizing post offices and reducing post office hours will also reduce the number of jobs in communities throughout the country. Our communities and our economy cannot afford to lose thousands of decent paying jobs.

The future of Canada Post

Canada Post and the Conservatives should consult on their plan to change public postal service as we know it. The public owns Canada Post. They have a right to input. This has not really happened in any meaningful way. Canada Post engaged in some discussions, but they were completely inadequate. The corporation held invite-only meetings in 46 communities and conducted a largely online public consultation on its future, focusing on cuts. Since this time, about 90 municipalities and municipal organizations have passed resolutions or sent letters protesting the cuts or asking for a halt until there is meaningful consultation. Moreover, many thousands of Canadians have signed petitions and sent messages to their Members of Parliament (MPs). People have asked their federal representatives to tell Canada Post to stop the cuts and consider alternatives such as postal banking. Cutting might help Canada Post with its money problems in the short-term but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. The corporation should be following the lead of other postal administrations by innovating and introducing new revenue-generating services.

For more information, go to:

**Save
Canada
Post.**

Postal banking

The Canadian Union of Postal Workers (CUPW) believes that our country needs improved financial and banking services and that Canada Post is well placed to fulfill this need. Moreover, the union thinks that adding financial and banking services at Canada Post will help the corporation preserve public postal service and generate revenue. CUPW is not alone. Close to two-thirds of Canadians support Canada Post expanding revenue-generating services like bill payments, insurance and banking, according to a poll from April 2014. Many municipalities like the idea too. Over 300 municipalities have passed resolutions endorsing the addition of financial and banking services at our public post office. Not only that, three former Canada Post Presidents have spoken favourably about the corporation getting more involved in financial services (i.e. Michael Warren, Andre Ouellet and Moya Greene). In recent years, Canada Post has even conducted studies on postal banking that appear to indicate that getting into financial services would be “a win-win strategy” and a “proven money-maker” for the corporation. This positive assessment was obtained through an Access to Information (ATI) request.

Unfortunately, 701 of 811 pages of the ATI request were redacted. To date, Canada Post President Deepak Chopra has refused to release the 811 pages in their entirety.

Learn more. Check out *Why Canada Needs Postal Banking* at <https://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

SAVE CANADA POST - STOP THE CUTS

WHEREAS Canada Post and the Conservatives are taking an axe to long-treasured postal services – killing good jobs, eliminating door-to-door delivery, drastically increasing postage rates and closing, downsizing and reducing hours at post offices:

WHEREAS Canada Post did not properly consult on these changes, effectively eliminating any opportunity for input from the people who will be most affected; and

WHEREAS closing and downsizing post offices, reducing post office hours, and eliminating door-to-door delivery will reduce service and eliminate thousands of jobs in communities throughout our country.

WHEREAS Canada Post offers a public service that needs to be protected;

BE IT RESOLVED THAT the (name of municipality) write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.

BE IT FURTHER RESOLVED THAT (name of municipality) ask the Federation of Canadian Municipalities to request that the federal government properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to: Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website:
<http://www.parl.gc.ca/common/index.asp?Language=E>.

Brad Woodside, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

/bk cope 225

My name is Josie Storbakken, and I am the new Victim Services Co-ordinator in Flagstaff. I am excited to get to know all of you and begin promoting and working within the Victim Services program.

We are applying for the **Victims of Crime Fund Grant** that allows us to operate Victim Services in our area. As part of the application, we are required to gather letters of support from around our community. As you know, this program allows the Victim Services Coordinator and volunteer Victim Services Advocates to respond to crime and trauma in Flagstaff County and Amisk.

It would be greatly appreciated if you would be able to provide us with a letter stating why Victim Services is an important aspect of Flagstaff County and Amisk.

Letters can be mailed to:

Attn:Victim Services
Box 239, Killam, AB
T0B 2L0

*Attached is a DRAFT letter prepared by Victim Services

DATE

Victims Programs, Public Security Division
Alberta Solicitor General and Public Security
John E. Brownlee Building
10365 97th Street, 10th Floor North
Edmonton, AB T5J 3W7

To Whom It May Concern:

Re: Letter of Support for Flagstaff Victim Services

Flagstaff Victim Services is applying for funding from the Victims of Crime Fund to continue providing services through their partnership with the RCMP.

This program provides essential services such as support, information, referrals, and court preparation to victims of crime and trauma throughout Flagstaff County and the Village of Amisk.

This initiative continues to be an asset to the citizens of our communities. The community has also taken it upon themselves to support Flagstaff Victim Services by holding fundraising events such as the Red Serge Ball in Killam in March of each year.

Flagstaff Victim Services is a growing initiative that is responding to the needs of the community. It will continue to grow with the assistance of funding from the Victims of Crime fund.

Sincerely;

Flagstaff Community Medical Recruitment And Retention Committee

Date : Monday, September 08, 2014

Location : County Office, Sedgewick, AB

MINUTES

ATTENDANCE

Present were:	
Gerald Kuefler, Reeve	Flagstaff County
Paul Vieira, Site Manager	Daysland Health Centre
Norah Griffiths, Site Manager	Hardisty Health Centre
Carol Kinzer, Councillor	Town of Killam
Gail Watt, Mayor	Town of Daysland
Lynne Kelndorfer, Interim Site Manager	Killam Health Care Centre
Leslie Heck, Special Projects Coordinator	Flagstaff County
Sean Gaetzman, Councillor	Town of Hardisty
Mariann Wolbeck, Site Manager	Galahad Health Center

CALL TO ORDER

G. Kuefler called the meeting to order at 9:00 a.m.

AGENDA APPROVAL

Resolution

The proposed agenda was reviewed and accepted on motion of N. Griffiths.

CARRIED

MINUTES APPROVAL

Resolution

G. Watt moved to approve the minutes for the Flagstaff Community Medical Recruitment and Retention Committee of (2014/04/14) as presented.

CARRIED

FAMILY CARE CLINIC UPDATE

L. Kelndorfer advised that the Family Care Project is still very active. Currently, Alberta Health is working with nine out of the twenty four sites named for family care clinics throughout the province. The group is now awaiting for support from Alberta Health to proceed with the next stage for the Flagstaff Family Care Clinic.

PHYSICIAN HOUSE - KILLAM

L. Heck advised that effective July 1, 2014, the house in Killam was rented to the Physical Therapy Assistant employed at the Killam Health Care Centre.

**FINANCIAL
REQUEST FOR
RELOCATION
COSTS**

The committee discussed a request from the Galahad Care Centre to assist with relocation costs for a Registered Nurse from Toronto that was recently hired.

Resolution

To recommend that Flagstaff County Council approve the costs of securing a rental property for a full time registered nurse recently hired at the Galahad Care Centre in the amount of \$3000, funded from the 2014 Physician Recruitment Committee budget.

CARRIED

**BURSARY
PROGRAM**

The committee discussed converting the Physician Scholarship to a Bursary in an effort to encourage Alberta Medical Students to practice in the Flagstaff region upon graduation.

Resolution

N. Griffiths moved to defer this item to the next meeting.

CARRIED

**COMMUNITY
HEALTH SERVICE
AWARENESS**

P. Vieira invited the committee to join a Community Health Service Awareness working group on October 7, 2014 at Providence Place in Daysland. The first meeting will provide an overview and discussion of current health services and potential future direction. The group will work together to understand community strengths, opportunities and vision in ensuring access to appropriate health care for all Albertans.

Facility Updates

Daysland - is currently recruiting for one physician. They will be conducting a site visit at the end of October 2014 for a physician from Saskatchewan. Dr. Makiwane and Dr. Huang accepted the free residential lots from the Town of Daysland and are building homes. A farewell will be held for Dr. VanVuuren in September.

Hardisty - is in the process of completing an Impact Analysis for one full time physician. Currently all nursing vacancies are filled. Dr. Botha recently joined the Camrose Primary Care Network.

Killam - is currently recruiting for two registered nurses and one physician. A Physical Therapy Assistant and a Continuing Care Manager were recently hired. Dr. Weighman recently returned for emergency coverage and is in the process of establishing a muscle skelton clinic using some of Dr. Hanton's space. Dr. Ogbeide and Dr. Hanton joined the Camrose Primary Care Network. Clinic space is an ongoing issue at Killam and more is needed in order to effectively recruit physicians.

Galahad - recently recruited a registered nurse from Toronto after over one year of recruiting. With the deletion of the respite room, the Galahad Care Centre now has twenty long term care beds. A Foot Care Clinic will be starting at the Galahad Care Centre to serve the Galahad/Foresburg/Alliance area. It will be open one day every two weeks.

CORRESPONDENCE**Resolution**

P. Vieira moved to accept the correspondence items as presented.

CARRIED

NEXT MEETING

The next meeting will be held on November 3, 2014 at 1:30 p.m. at the Flagstaff County office.

ADJOURNMENT

G. Kuefler adjourned the meeting at 10:30 a.m.

LETTERS:

1. **Municipal Affairs:** Confirming that the municipalities certified Statement of Funding and Expenditures (SFE) has been submitted. The Town of Sedgewick's report has been reviewed and they are satisfied that it meets the reporting requirements.
2. **Municipal Affairs:** Informing us that \$208 million in for the federal Gas Tax Fund (GTF) will be available to Alberta Municipalities in 2014. Further information on program terms and conditions is provided in the GTF program guidelines, available at www.municipalaffairs.alberta.ca/gastaxfund.cfm. The Town of Sedgewick's allocation is \$50,000 which is based on the 2011 census.
3. **Alberta Road Builders & Heavy Construction Association:** Providing information on the issue of transportation debt in Alberta.
4. **Town of Daysland:** Approved the Flagstaff Inter-Municipal Partnership (FIP) Protocol at their August 21, 2014 regular meeting.
5. **Town of Daysland:** Advising that they agreed to participate in the Regional Governance Study.
6. **Town of Killam:** Advising that the Town of Killam approved the participation in the application to the Alberta Community Partnership (ACP) grant Program to establish a partnership in the delivery of a health and safety program.
7. **Village of Heisler:** Advising us as per their August 28, 2014, regular council meeting, council reviewed and approved the final draft of the Protocol for Regional Cooperation.
8. **Village of Heisler:** Advising that the Village of Heisler is in support of an application to the ACP for a Regional Governance Study.
9. **Battle River School Division #31:** Informing that the annual Organizational meeting of the Battle River School Division Board of Trustees was held on August 27th, 2014. Board members voted unanimously to support Kendall Severson and Lorrie Sitler to continue in their role as Board Executive for the coming year.
10. **Alberta Municipal Affairs:** Announcing that Alberta Municipal Affairs is providing \$650,000 in grant funding for the 2014/15 Fire Services Preparedness Program (FSEPP).
11. **Town of Hardisty:** Notice that Sandy Otto was appointed the Acting Chief Administrative Officer for the Town of Hardisty and Village of Loughheed effective August 22, 2014.
12. **Alberta Municipal Affairs:** Announcing the sixth annual Minister's Awards for Excellence in Public Library Service. Submission forms and additional details are available at www.albertalibraries.ca. Submissions deadline is March 13, 2015.
13. **Canada Post:** Advising of a reduction in business hours at the Sedgewick post office. As of September 28th, 2014 the new hours will be 9:00 a.m. to 5:00 p.m. Monday to Friday.
14. **Alberta Government:** Informing that the final version of the South Saskatchewan Regional Plan (SSRP) was released on July 23rd, 2014. Enclosed is a copy of the Efficient Use of Land Implementation Tools Compendium.
15. **Leon Benoit, MP:** Wishing his constituents a Happy Canada Day.
16. **Alberta Government:** Advising us of the Tourism Growth Program to increase the impact of festivals and events on tourism in Alberta. Through a competitive application process, successful organizations receive funding between \$25,000 – \$40,000 to hire a consultant to evaluate the festival and develop the resulting strategies and actions to grow.

NOTICES & INVITATIONS:

1. **Environment and Sustainable Resource Development:** Invitation to meet with them at the Alberta Urban Municipalities Association (AUMA) Convention between the hours of 9:00 a.m. to 4:30 p.m. on September 25, 2014.
2. **Stars of Alberta:** A reminder that nominations for the Stars of Alberta Volunteer Awards are now open. The deadline for nominations is Monday, September 15, 2014. The awards will be presented in a special ceremony in Edmonton on International Volunteer Day, December 5th.
3. **Ground Force Training:** Winter maintenance school offered in Red Deer, AB October 6th & 7th, 2014.


Workshops & Seminars:

1. **Flagstaff County Economic Development Department:** Invitation to a Labour Retention & Attraction Workshop. This is offered on October 20, 2014 from 9:00 a.m. to Noon.

MINUTES & FINANCIAL STATEMENTS:

1. **Sedgewick Lake Park Board:** Meeting minutes from the July 21, 2014 meeting.
2. **Parkland Regional Library:** Marketing Campaign 2014.
3. **Sedgewick Community Hall:** Financial statement for the month ending August 31, 2014.
4. **Sedgewick Memorial Cemetery:** Financial statement for the month ending August 31, 2014.


18-Sept-14
Mayor


18-Sept-14
CAO

NEWSLETTERS AND PUBLICATIONS:

- | | |
|--------------------------------------|------------------------|
| 1. Process Equipment & Control News | August 2014 |
| 2. Equipment Review | Summer/Fall 2014 |
| 3. The Roadrunner | Fall 2014 |
| 4. The Furrow | September/October 2014 |
| 5. Battle River Community Foundation | August 2014 |
| 6. Battle River REA | August 2014 |
| 7. Parkland Regional Library | Fall 2014 |
| 8. Barco Products | Fall 2014 |

18-Sept-14
Mayor


18-Sept-14
CAO

Town of Sedgewick Monthly Statement
Month Ending August 31, 2014

As Per Books						
	General	Subd. Rec.	Muni Fire	MSI-Op	MSI-Cap	BMTG
Previous Month Balance	2,543,395.84	3,513.82	107,514.63	64,807.88	874,022.69	160,924.18
Receipts for Month	116,902.01					
void ck 3336	84.00					
Outstanding Receipts						
Interest Received	2,210.68	2.98	91.31	55.04	742.32	136.68
GST Rebate	7,643.81					
Subtotal	2,670,236.34	3,516.80	107,605.94	64,862.92	874,765.01	161,060.86
Less Disbursements	91,472.15					
Stop Payment - 3336	10.00					
Month End Balance	\$2,578,754.19	\$3,516.80	\$107,605.94	\$64,862.92	\$874,765.01	\$161,060.86


As Per Bank						
Month End Balance	2,612,121.25	3,516.80	107,605.94	64,862.92	874,765.01	161,060.86
Cash on Hand	300.00					
Cash in Transit	1,465.44					
Subtotal	2,613,886.69	3,516.80	107,605.94	64,862.92	874,765.01	161,060.86
Less Outstanding Cheques	35,132.50					
Month End Balance	\$2,578,754.19	\$3,516.80	\$107,605.94	\$64,862.92	\$874,765.01	\$161,060.86

Outstanding Cheques			
	Number	Amount	
Payroll Cheques			
	283	1,710.41	3502 1,118.57
	286	294.30	3504 4,888.64
	288	147.18	3505 315.00
	290	388.06	3506 8,064.00
	291	898.08	3507 2,000.00
General Cheques			
	3457	1,855.77	
	3460	815.17	
	3464	135.45	
	3480	135.45	
	3483	52.45	
	3495	6,372.76	
	3496	188.00	
	3497	315.00	
	3500	5,077.64	
	3501	360.57	
Outstanding Cheque Total		\$35,132.50	

Submitted to Council this 18 day of September 2014.

Interested Earned/August	\$3,102.33
GIC - 5-yr @ BRCU	\$11,487.59
GIC - 5-yr @ ATB	\$19,083.04
Total Cash and Investments	\$3,660,075.49

Mayor Perry Robinson



Amanda Davis, CAO

18-Sep-14

Mayor

18-Sep-14

CAO

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: AP - BRCU				
Computer Cheques:				
3454	8/18/14	AAMD&C	July 2014 Statement	331.10
3455	8/18/14	AMSC Insurance Services Ltd.	Sept. 2014 Remittance	1,810.84
3456	8/18/14	ATB Financial	Property Taxes - Overpayment	653.28
3457	8/18/14	Barco Products Canada	A/R Memorial Benches	1,855.77
3458	8/18/14	Battle River R.E.A. Ltd	July 2014 Charges	50.28
3459	8/18/14	Camrose Dynamic Sales & Serv	Parts-Kubota mower	121.50
3460	8/18/14	Clayton & Robynn Bartusek	Taxes - Double Payment	815.17
3461	8/18/14	Cleartech Industries Inc	WTP-Chemicals	2,343.99
3462	8/18/14	Corner Gas	July 2014 Fuel purchase	1,481.99
3463	8/18/14	CUETS Financial Mastercard	July 2014 Statement	52.50
3464	8/18/14	Erik Skoberg	Brief Case	135.45
3465	8/18/14	Flagstaff County	July 2014 Statement	558.00
3466	8/18/14	Flagstaff Printing	July 2014 Statement	499.54
3467	8/18/14	Flagstaff Waste Management	July 2014 Charges	239.27
3468	8/18/14	Gas Recon Inc.	Gas system upgrades	4,072.44
3469	8/18/14	Government of Alberta	Easment search 2917TR;17	20.00
3470	8/18/14	Hi-Way 13 Transport Ltd.	July 2014 Statement	250.11
3471	8/18/14	John Deere Financial	A/R Lake	111.95
3472	8/18/14	Laurie Hillaby	Weed control	238.50
3473	8/18/14	Lightning Express	Freight from Camrose Dynamic	12.00
3474	8/18/14	Loomis Express	Cleartech Freight	42.51
3475	8/18/14	Nicks Oilfield Welding	Elementry School Meter Change	126.00
3476	8/18/14	Petty Cash Fund	Replenish Petty Cash	175.00
3477	8/18/14	Ross Agri	A/R Lake	492.94
3478	8/18/14	RTS Diesel Repair & Parts Ltd.	July 2014 Stmt	715.38
3479	8/18/14	S. James Agencies (Killam) Ltd	Reg. Plate 02 Frieghtliner	84.45
3480	8/18/14	SeeVirtual Marketing	360 Virtual Website renewal	135.45
3481	8/18/14	SKNGS - Sedgewick Killam	July 2014 billings	7,172.02
3482	8/18/14	Superior Safety Codes Inc.	Closed permits for June 2014	249.90
3483	8/18/14	Syban Systems Ltd.	July 2014 Internet	52.45
3484	8/18/14	Telus	July 2014 Statement	873.70
3485	8/18/14	The Community Press	July 2014 Statement	409.50
3486	8/18/14	Town Of Sedgewick	July 2014 Utility Billing	196.32
3487	8/18/14	W.R. Meadows	Crackfiller	662.93
3488	8/18/14	Wainwright Assessment	August Contract	1,036.35
3489	8/18/14	Watkins Holdings Ltd.	July 2014 Statement	345.07
3490	8/18/14	Voided by the print process		0.00
3491	8/18/14	Wild Rose Co-operative Ltd.	July 2014 Statement	248.20
3492	8/18/14	Worker's Compensation Board	3rd Quater Installment	1,026.00
3493	8/18/14	Xerox Canada Ltd	photocopier maintenance	419.69
3494	8/27/14	Amanda Davis	June 2014 Mtg. Mileage	100.44
3495	8/27/14	AMSC	July 2014 Charges	6,372.76
3496	8/27/14	Andrukow Group Solutions	Streets-Weed Control	188.00
3497	8/27/14	Camrose Morning News	Rec Manager Ad.	315.00
3498	8/27/14	Canada Revenue Agency	August 2014 Remittance	9,194.35
3499	8/27/14	Eastlink	Sept 2014 Statement	94.35
3500	8/27/14	Flagstaff Intermunicipal	2014 FIP Requisition	5,077.64
3501	8/27/14	Hi-Way 13 Transport Ltd.	August 2014 Statement	360.57
3502	8/27/14	Impact Oilfield Services Ltd.	H2O Valve Repairs 5014-47 St	1,118.57
3503	8/27/14	Kelly's Computer Services	Upgrade errors Paymate/Scanner	446.21
3504	8/27/14	Local Authorities Pension Plan	August 2014 Remittance	4,888.64
3505	8/27/14	Loss Control Consultants Ltd.	Insurance. appraisal - rec.	315.00
3506	8/27/14	Stantec Consulting Ltd. (SCL)	Res. Sub Topo Survey	8,064.00
3507	8/27/14	Sunset Fireworks Ltd.	July 1/14 Fireworks	2,000.00
3508	8/27/14	Telus (Mike)	FD - July 2014 Charges	63.29
3509	8/27/14	W.R. Meadows	Traffic Paint	643.44
3510	8/29/14	Fancy Shine Auto Care	Thaw Sewer Line - 4813-50 St.	84.00
Total for AP:				69,443.80

NOTE July 31st, 2014 payroll clerical error, month end Cheques should have read 0266-0273 not 0266-0271.
Amounts remain unchanged.

August 31st, 2014 Payroll

0274-0281	15/08/2014	Mid Month Payroll	8,957.77
0282-0291	29/08/2014	Month End Payroll	<u>13,070.58</u>
Total for Payroll:			\$22,028.35

18-Sept-14
Mayor

18-Sept-14
CAO

Council Committee Reports to September 18th, 2014

Clr. G. Sparrow reported attendance to:

Sedgewick Volunteer Fire Department Meeting, September 4th, 2014

- The department will be working the Casino March 2-3, 2015;
- Nine (9) firemen will have their Level One certification by the end of October;
- Pictures were submit to the Community Press for Fire Prevention Week

Clr. C. Rose reported attendance to:

Sedgewick Lake Park Board Meeting – August 25th, 2014

- R. Schuurman agreed to donate his time to grade the roads through the park with the use of the Town grader;
- On August 1st the RCMP were called to the park to remove non-campers;
- The assisting management couple have been working well; B & L Nordstrom are requesting their assistance for the 2015 season;
- The board permitted the use of 46 long term sites for the month of September to accommodate industry. Overflow shall be permitted at \$40 per night with the Lake arranging alternate water and sewer accommodations. Additionally, the generator policy was relaxed from 7-9 PM in the overflow sites.
- Administration applied for a grant from the Battle River Community Foundation for the replacement of the existing gazebo. The CHSPS shop class was approached to build the gazebo which they thankfully accepted. The board advised of their interest in the shop building combination chair and table units for the playground.

Parkland Regional Library (PRL) Board Meeting – September 4th, 2014

- 2015-2017 budgets and projects were approved. Budgets to be sent to member municipalities for approval;
- PRL Executive was directed to look into investment options;
- Marketing Campaign was approved – PRL and RDRL will split the cost of advertising 2/3 to 1/3 on the radio highlighting library services. Additionally the organizations shall split the cost of bus advertisements 2/3 to 1/3;
- A Communications Coordinator position was been formed;
- A motion was passed that E-content Operations funding shall be used to purchase ebooks.
- The Summer Village of Whitesands in now a member of the PRL.

Clr. C. Williams reported attendance to:

Citizens Advisory Committee Meeting, September 6th, 2014

- Sgt. Brachmann introduced Constable W. Edgar. Edgar is completing six months training at the Killam/Forestburg Detachment from the Regina Depot.
- All RCMP positions are now full (paternity leave as well as injured officers).
- Visibility Report: there will be an increase in patrols in Hardisty, Loughheed and Forestburg in an attempt to control speed violators.
- On September 5th a Check Stops were set up in Killam, Sedgewick and Loughheed. 180 vehicles were stopped – none impaired.

Council Committee Reports to September 18th, 2014

- Sgt. Brachmann and Executive Director of FFCS, Lynne Jenkinson will be arranging delegations with member municipalities;
- Member concerns:
 - Amisk – reporting on excessive speed on Highway 13 – hours of concern are between 6-7 AM.
 - There has been a rash of Break and Enters (B&E's) as well as vehicle thefts from professional ring of criminals. This organization has been working their way West starting in Standard, Macklin, Provost and Czar. Two farm trucks were stole from the fields while farmers were harvesting.
 - Sgt. Brachmann advised that we caution the public of the organized crime.
 - Hardisty – continually working with Alberta Transportation in an effort to have a speed reduction on Highway 13 and Secondary Highway 881.
 - Forestburg – reported vehicle theft as well as speed complaints.
 - The Flyers hockey team will be hosting Octoberfest on October 25th – invitation extended.
 - Alliance – Excessive speed; overweight vehicles in the Village.
 - Strome – no concerns;
 - Daysland –Mayor Watt had concerns however she was unwilling to discuss them with the committee. She sought a private conversation with Sgt. Brachmann following the meeting.
 - Galahad – three offenders moved out of the Village; no further concerns.
 - Killam – many near misses at the intersection of Highway 13 and 36. They advised that CP Rail is looking to twin the railroad tracks from Strome to Provost which would employ 180 workers.
 - Michels is increasing their workforce from 412 to 620.
 - Flagstaff County – no concerns. The County was instructed to install STOP Signs at ALL uncontrolled railway crossings.

Flagstaff Family and Community Services Meeting, September 10th, 2014

- The Persons with Developmental Disabilities (PDD) program has ended. The last remaining residents were moved; two to the Killam Long Term Care Unit and one to Wainwright.
- FFCS Executive Director was unable to reach PDD's head office therefore relocated one of the three remaining residents privately.
- Nineteen loads of unused items were taken to the landfill;
- PDD was a major source of income for FFCS, the lost in revenue is expected it drastically impact the 2015 budget;
- A meeting with the Community Resource Officer will be held on September 22nd, 2014. The intent of the meeting is to address the continuation of the program. It was noted that Camrose utilized their Peace Officers to facilitate the D.A.R.E program (s) in Camrose County.
- Advertisements for upcoming speakers will be forwarded to Town Offices for inclusion in newsletters and websites.
- Gail Watt presented the Gail Watt Scholarship to Shelby Haeslop.
- Each year three scholarships are awarded to grade 12 students continuing with post-secondary education; only one application was received this year. FFCS is discussing means for the surplus.

Council Committee Reports to September 18th, 2014

Flagstaff Community Foundation, September 10th, 2014

- Review of monthly financial statements;
- No new or old business to report;
- Next meeting is scheduled for October 8th (budget).

Mayor Robinson – nothing to report.

Clr. F. Watkins – nothing to report.

Clr. E. Skoberg – no report submit.

Clr. W. Dame – no report submit.

Public Works Report – Period Ending September 18th, 2014

An update on public works activities up to September 18th, 2014:

- On September 8th we completed the installation of the remaining three (3) 4" diaphragm valves in the Water Treatment Plant. The filters no longer need to be backwashed manually.
- Main Street Park has been winterized.
- The sanitary sewer dump has been shut down for the winter.
- The owner of Plan 812 0395; Block 01; Lot 04 (5002 – 46th Street) complained of a sink hole in their front yard which was above the curb stop. Visually it appeared there may be a water leak; the curb stop was hydrovaced for replacement however the curb stop was not leaking nor was it damaged. There is a possibility that private watering may have caused the issue.
- Two additional curb stops have been replaced:
 - Plan 5755S; Block B; Lots 9-11 (4933 – 50th Street) – curb stop was seized and replaced;
 - Plan 3825P; Block 5; Lots 14-17 (5014 – 47th Street) – curb stop was leaking and replaced.
- On September 10th the Town was notified that Plan 5755S; Block G; Lots 15-24 (5102 – 50th Avenue) ran out of water. This property was operating on a private well; we completed a tie in along with Armstrong Waterwell to get the property on the Town system.
- Upcoming projects:
 - Winterization of the fire hydrants;
 - Completion of crack filling;
 - Patch work on the roof of the Rec Centre; and
 - Various sidewalk and curb repairs.

18-Sept-14
Mayor

18-Sept-14
CAO

Administration Report – Period Ending September 18th, 2014

CAO Davis reported attended the following meetings since August 28th, 2014 Council meeting:

August 29th – Pipeline Construction Meeting – Crossings

- In attendance with Public Works Foreman D. Johnson, Enbridge Representatives A. Mohan, Y. Freier, C. Sager and Michels Canada Representatives D. Malcolmson and L. Mathews. The meeting was called to discuss the pipeline crossing over the Town of Sedgewick's sanitary sewer force main.
- Public Work Foreman D. Johnson has concerns after speaking with Michels field personnel regarding the crossing.
- Phonix Land Agents are assisting with the preparation of a Crossing Agreement to deal with our concerns.

September 11th – Recreation Board Meeting

- In attendance with Clr. F. Watkins
- I attended this meeting to assist Clr. Watkins while he presented information to the recreation board regarding the Town of Sedgewick approach to Flagstaff County's new recreation funding initiative.
- We discussed potential collaborative ideas and advised of the upcoming Executive meeting scheduled for September 14th, 2014.

September 14th, 2014 –Recreation Sub Committee Meeting

- Meeting notes attached.

(12) Administration

Begun 2015 budget processes.

Administrative training is forth going.

Following software upgrades we lost the MIMS (Municipal Information Mapping System) program. This was the only electronic mapping system we had. There were minimal amounts of data however we could locate some utilities and hydrants through the program. MIMS was originally a provincially funded initiative however, when funding ran out so did the user licenses. There is no way to retrieve the information that was lost. For 2015 budget purposes we've begun researching GIS Systems. All we have to reference is old deteriorating maps. The amount of time spend looking through old files is no longer effective.

Crossing Agreement – EEH 0334 – Enbridge request an additional .54 acres of workspace at the Sedgewick Transfer Site to accommodate the installation of the pipeline East of the burn pit. \$5,896.80 was received as compensation.

With consideration, compensation for the additional workspace was unexpected revenue. To support upcoming GIS endeavors, Administration is seeking permission to allocate the \$5,896.80 to reserves for future review.

We've arranged for the temporary closure of the burn pit. Enbridge will be covering the cost for the purchase of a 40CU bin for all bin material. This material will be hauled by Flagstaff Waste Management and charged accordingly.

18-Sept-14
Mayor

18-Sept-14
CAO

Administration Report – Period Ending September 18th, 2014

Annual Fall Clean Up – The free transfer site weekends have been scheduled for September 28th and October 5th from 1-4 PM. The Town budgets for the cost of gate fees for all local residents. The weekends are intended to accommodate yard waste clean up.

(32) Public Works

Drainage concerns – there are major drainage issues in the alley behind 47th Street. The alley is sloped into all the commercial business. During the Spring 50% of the business' flood. All the lines have finally been located by Alberta One Call.

- In attempt to mitigate the drainage issues, we are proposing a swale at the North entrance behind 4850 – 47th Street. The operator will then lower the grade of the back alley while carving a drainage path to the storm sewer behind 4802 – 47th Street.
- We will have to work with all the property owners along this strip to ensure they lengthen their downspouts so they are not draining at the base of the building.
- At this time the project has not been engineered. This is trial and error. Some work was done to the back alley over 10-15 years ago however it has gotten progressively worse.

(72) Recreation

A significant amount of time has been spent researching and preparing a package to address Flagstaff County's new recreation funding model. Supplementary information (September 14th Agenda) is attached to this report as information. We've also been working with the Recreation Centre's Financial Officer in an attempt to figure out actual hourly rates at the recreation center. This review is required to ensure recreation is funded adequately. This project is not complete.

Recreation Facility and Program Manager Update – Administration is in consultation with one party seeking their interest in the position. At this time we have not been successful in securing a manager.

Outdoor Skating Rink – A purchase agreement was signed for the sale of Plan 802 1829; Block 03; Lot 54 (54 Oriole Place). This lot has been used in the past to accommodate an outdoor skating rink. As a result of this sale, the Town has two additional properties that could be used for an outdoor rink. Plan 802 1829; Block 2; Lot 8 (15 MacKenzie Drive) or the Public Utility Lot between #13 and #15 MacKenzie Drive. Should Council be in favor of funding an outdoor skating rink we will contact the surrounding property owners on the preferred lot prior to construction.

Attachments:

1. September 14th, 2014 Recreation Subcommittee Meeting
2. Action Item List - no action required

September 14th, 2014

Agenda

Recreation Meeting – Funding Overview – Call to Order – 7:00PM – Council Chambers (4818 – 47th Street, Sedgewick)

Introductions:

Order of Business (review):

- 1) Differentiating Ag Societies & Recreation**
- 2) Regional Recreation** – In the Beginning
- 3) Recreation Overview** - Programs
- 4) Recreation** – Moving Forward
- 5) Recreation** – Collaboration
- 6) Walking Trail Project** – Easement
- 7)**
- 8)**
- 9)**

Adjournment -

Background Information

Topic:	Differentiating Ag Societies & Recreation
Initiated by:	Town of Sedgewick
Prepared by:	Amanda Davis
Attachments:	n/a

The Province of Alberta has many different Ministries. The two we will be focusing on are:

1. Agriculture and Rural Development
2. Alberta Tourism, Parks and Recreation

About the Ministry – Agriculture and Rural Development:

The Ministry contributes to three of the government's four key opportunities:

1. Unleashing Innovation,
2. Competing in a Global Marketplace;
3. Making Alberta the Best Place to Live, Work and Visit.

The primary focus of Alberta Agriculture and Rural Development is on Government of Alberta Goal 1, Alberta will have a diversified and prosperous economy under the key opportunity of Unleashing Innovation.

The Ministry achieves this by working with others to promote prosperity for Alberta through a strong, competitive, sustainable agriculture and food industry.

<http://www.agric.gov.ab.ca/app21/ministrypage>

About the Ministry – Alberta Tourism, Parks and Recreation

Alberta Tourism, parks and Recreation Ministry supports:

1. Development and marketing of the province as a world-class tourism destination;
2. Management of the provincial parks network to care for ecological areas and to provide places for people to experience the beauty of nature;
3. Promotion of active, healthy lifestyles and athletic excellence through recreation, sport and training facilities.

The ministry also includes, Alberta Sport Connection and Travel Alberta.

<http://www.tpr.alberta.ca/about/>

Although the Ministries are separate there are many things that link them together. For instance without one we wouldn't have the other. Many Ag Societies own and/or operate Recreation facilities – this has been long supported by the Province.

The attached information clearly demonstrates how Agriculture and Recreation were funded/viewed separate.

September 14th, 2014 – Recreation Sub Committee Meeting (Town, Ag Society, Rec)

Flagstaff County and the Town of Sedgewick funded Recreation the same as the Alberta Ministry supported Tourism, Parks and Recreation.

Flagstaff County Council threw out the Regional Recreation Program on July 23rd, 2014. They chose to download the responsibility of recreation onto our local Ag Societies. Their rationale was that most of the Ag Societies consisted of *rural* residents and they felt as though the Ag Societies would best know how to deal with recreation within their jurisdiction.

The corresponding information provides an overview of recreation, where it has gone and where it could be going. Although Agricultural events have not been “recognized” as recreation we have an opportunity to change that by working together.

Background Information

Topic: Regional Recreation – In the Beginning
Initiated by: Town of Sedgewick
Prepared by: Amanda Davis
Attachments: 2.1. Flagstaff County – Original Funding Allocations (Non Regional)

In 2009 Flagstaff County began the process of completing a recreation study. This study was initiated by the County in an attempt to become more accountable with their recreation funds. Prior to the County's adoption of the recreation plan, recreation funding was allocated to municipalities through a modified funding formula based on facilities.

Flagstaff County's allocation for Sedgewick	\$48,000
Matched by the Town of Sedgewick (municipal taxation)	<u>\$52,000</u>
Annual operating Allocation =	\$100,000

In response to the Towns and Villages not being satisfied with the funding given, the County focused on regionalization as there were too many demands being placed upon Flagstaff County.

County Council approved the Regional Recreation Plan in 2011 and a Facility Master Plan in 2012. The Facility Master Plan identified the abundance of recreation facilities and noted the ever visible declining population within our region.

To receive recreation funding from Flagstaff County local boards, clubs and organizations had to prepare and submit recreation grants. Grants were available for both programming and capital projects. Funds were no longer available for "operational" items such as ice plants, power etc. meaning a full review of all user fees. This prompted a significant increase in user fees to ensure the facility was operating at least at cost recovery.

As the Regional Recreation Program evolved it became evident which recreation facilities were going to survive and which could no longer be supported. Collaboration/amalgamation was highly encouraged by the County; facility enhancement grants were made available (\$250,000) for any community who would convert their facility into something new for example, Killam changing the hockey arena into an indoor field house.

Keep in mind some facilities were already deemed "Regional" or "Primary" meaning they gained additional scores on their grant applications and were not encouraged to convert their facility. For example, Sedgewick's facility (arena, bowling, curling) were all deemed primary under this program; if we wanted money we were responsible to complete the following:

1. Volunteers and users were required to take various training sessions such a High5, Kids at Hope etc.
2. Work with our user groups to facilitate the amalgamation of minor hockey associations, curling and bowling clubs.
3. Seek financial assistance from surrounding communities being that we had a Primary Status (the logic was, if Killam for example was not going to receive funding from the county for their ice surface they would send their hockey players to Sedgewick and the Town of Killam would contribute funding to our arena and vice versa for the swimming pool)
4. Regional membership on all boards (Have members from Hardisty, Lougheed, Killam etc. sit on boards to ensure equal decision making).
5. Think and act regionally

If we did not attract users from other communities within the County grant programs received minimal funding or were rejected altogether.

As regionalization progressed so did the tension between some communities/user groups. Regional efforts pitted some of these organizations against each other which caused extensive political lobbying following the 2013 Municipal Elections. There was a 60% turn over in elected officials at the County level – the new County Council no longer held the “Regional Recreation Vision” that was adopted by the former Council. On July 23rd, 2014 Flagstaff County Council dismissed the Regional Recreation Program and Facility Master Plan. This decision also cut the entire Recreation Department (Community Recreation Coordinator and Recreation Programmer) and all assorted benefits that came with them such as the Leisure Guides. Mr. Fedyk resigned prior. Ms. Richards employment will cease on December 31st, 2014.

July 23rd, 2014 two motions were passed by County Council:

1. “To give a \$750,000 unconditional recreation grant to the Ag. Societies and divide it on a per capita ration of urban to rural, and they can decide how to distribute it.”; and,
2. “To confirm the proposed distribution of \$750,000 for the 2015 unconditional recreation grant as follows:

• Forestburg Ag. Society	\$123,175
• Alliance Ag. Society	\$25,791
• Galahad Ag Society	\$17,638
• Hardisty Ag. Society	\$94,713
• Heisler Ag. Society	\$22,381
• Killam Ag. Society	\$145,405
• Lougheed Ag. Society	\$40,464

- Sedgewick Ag. Society \$127,026
- Strome Ag. Society \$33,794
- Daysland Ag. Society \$119,615"

Unfortunately, County Council did not seek fair and equitable input into their decision when they dismissed the Regional Recreation Program. Many organizations were finally beginning to follow the regional shift; this sort of changes doesn't happen overnight and it probably would have taken another 5-10 years to get the program fully supported and operational.

Things that should have been considered:

1. What regional efforts were working well – a few examples are:
 - a. a lacrosse association was started within our Region (the County provided \$20,000+ to get this program off the ground);
 - b. curling clubs were talking about amalgamating;
 - c. Tiering of recreational teams were being discussed;
 - d. Interest was being gained on how to improve sport development and participation for many volunteers and coaches;
 - e. Training programs became available;
 - f. New programming for youth and adults were offered; dodgeball, lacrosse, yoga, floor hockey, running clubs and many more.
2. What was lacking:
 - a. Full regional support and buy-in;
 - b. Territorial – no one was willing to sacrifice facilities to improve recreation;
 - c. Ongoing public consultation;
 - d. A review of the volunteer efforts and so forth;
 - e. Do Ag Societies want the responsibility of recreation

2011

Recreation Grant Payments

2011 FLAGSTAFF ANNUAL RECREATION OPERATION CONTRIBUTIONS																			
																			Match 40%
COMMUNITY	Vendor #	Pool	Arena	Rink	Lk/Camp	Golf	Curling	Fit/Gym	Ball	Bowling	Rodeo-Riding	Ski Hill	Soccer	Tennis	Halls	TOTAL	Percentage	County Grant	
ALLIANCE	1842			10,000					2,500		1,500	500			5,000	19,500	56.83%	\$11,081.58	Towns and Village
DAYSLAND	1737		25,000			15,000	15,000	5000	2,500			500			5,000	68,000	56.83%	\$38,643.45	\$4,432.63
FORESTBURG	1859	25,000	25,000			15,000	15,000	5000	2,500			500	500	500	5,000	94,000	56.83%	\$53,418.88	\$15,457.38
GALAHAD	1867			5,000				5,000	2,500	2,500		500			5,000	20,500	56.83%	\$11,649.86	\$21,367.55
HARDISTY	1750		25,000		15,000	15,000	15,000		2,500		2,500	500	500		5,000	81,000	56.83%	\$46,031.17	\$4,659.95
HEISLER	1875			10,000					2,500	2,500		500			5,000	20,500	56.83%	\$11,649.86	\$18,412.47
KILLAM	1768	50,000	25,000					5,000	2,500	2,500		500		500	5,000	91,000	56.83%	\$51,714.03	\$4,659.95
LOUGHEED	1883		25,000				10,000		2,500			500	500		5,000	43,500	56.83%	\$24,720.44	\$20,685.61
SEDGEWICK	1776		25,000		15,000	15,000	17,500		2,500	2,500	1,500	500			5,000	84,500	56.83%	\$48,020.17	\$9,888.18
STROME	1891			5,000			10,000		2,500			500			5,000	23,000	56.83%	\$13,070.58	\$19,208.07
																			\$5,228.23
TOTALS		\$75,000	\$150,000	\$30,000	\$30,000	\$60,000	\$82,500	\$20,000	\$25,000	\$10,000	\$5,500	\$5,000	\$1,500	\$1,000	\$50,000	\$545,500		\$310,000.00	\$124,000.01

Background Information

Topic: Recreation Overview – Programs
Initiated by: Town of Sedgewick
Prepared by: Amanda Davis
Attachments: 3.1. Grant Funding Allocations 2010-2014

Here is a brief overview of some of the recreation that operates within the Town of Sedgewick. Keep in mind, throughout the course of the County's Regional Recreation initiative, these programs were funded. There were many new programs as well as continuing ones.

OVERVIEW of Recreation in Sedgewick

1. Sedgewick Recreation Centre; (arena, curling, bowling, yoga, lacrosse surface)
2. Ball diamonds x (4)
3. Ag. Race Track
4. Football field
5. Walking trails (paved and unpaved)
6. Sedgewick Lake Park, wading pool, upcoming spray park;
7. Sedgewick Golf Club
8. Driving Range

Youth Programs (Winter) that received funding:

- Sharks Minor Hockey;
- Goalie (hockey) camps (player development);
- Power Skating (player development);
- Speed Skating (player development);
- CanSkate (player development);
- Afterschool skating;
- Weekend skate/scrimmage;
- Various hockey tournaments;
- Various hockey camps;
- Afterschool bowling;
- Afterschool curling;
- Youth curling bonspiels;
- Yoga
- Recreation during school hours, skating, bowling and curling.

Adult/Senior (Winter) Programs that received funding:

- Men's hockey;
- Senior skate;
- Senior bowling;
- Mixed bowling;
- Men's/Ladies/Mixed curling;
- Various curling bonspiels;
- Yoga

Spring/Summer Programs that received funding:

- Lacrosse;
- Lacrosse player development camps;
- Introduction to field lacrosse;
- Lacrosse goalie camps;
- Drop in bowling;
- Softball leagues;
- Youth fastball leagues;
- Fastball clinics;
- Youth soccer;
- Youth soccer clinics and camps;
- Youth soccer tournaments
- Youth golf;
- Rams Football and player development;
- Golf player development;
- Upgrades to the driving range;
- Tryi-it Triathlon.

Flagstaff County Recreation Allocations - Town of Sedgewick

2014	Orgainization	Overview of Program	County Allocation
	Battle River Football Assoc.	Equipment for Rams	5,625
	CHSPS Parent Council	School Sport Fees	5,000
	Sedgewick Curling Club	Curling Facility Costs	2,550
	Sedgewick Curling Club	Afterschool Curling Program	750
	Sedgewick Mixed Bowling League	Bowling Alley Rental	7,000
	Sedgewick Playschool	Extracurricular Rec Activities	900
	Sedgewick Recreation Board	Public Shate and Shinny	3,438
	Sedgewick Recreation Board	Moms and Tots Skate	1,375
	Sedgewick Recreation Board	Learn to Skate	2,875
	Sedgewick Recreation Board	Senios Shinny/Skate	1,375
	Sharks Minor Hockey	Power Skating Program	3,720
	Sharks Minor Hockey	Coach Mentorship Program	2,525
	Sharks Minor Hockey	2014-15 Minor Hockey Year	24,739
	Sharks Minor Hockey	Goalie Program	1,365
	Flagstaff Fusion	Lacrosse Start Up	22,395
Investment Grants	Sedgewick Ag Society	Snowmobile Rally	1,000
	Sedgewick Rec Centre	Family Skate & Bowl	1,000
	Sedgewick Curling Club	Junior Bonspiel	900
	Sedgewick Curling Club	Senior Bonspiel	1,000
	Sedgewick Golf Club	Seniors Tournament	1,000
*Operating	Town of Sedgewick	Municipal Taxation (Rec Centre Only)	100,000
	2014 Funding Allocations Grand Total:		190,531

2013	Orgainization	Overview of Program	County Allocation
	CHSPS Parent Council	School Sport Fees	9,866
	CHSPS Parent Council	Bowling, Skating, Curling	3,600
	Sedgewick Curling Club	Curling Facility Costs	5,400
	Sedgewick Curling Club	After School Curling	1,000
	Sedgewick Playschool	Skating/Bowling Activities	1,000
	Sedgewick Recreation Board	Bowling Alley Rental	2,100
	Sedgewick Recreation Board	Moms & Tots Skating	1,000
	Sedgewick Recreation Board	Public Skating & Shinny	2,250
	Sedgewick Recreation Board	Senior Shinny/skate	1,000
	Sedgewick Recreation Board	Noon hour skate	1,000
	Sedgewick Recreation Board	Learn to skate	1,000
	Sharks Minor Hockey	2013/14 Minor Hockey Season	24,400
Capital	Sedgewick Recreation Board	Energy Efficient Lighting	50,000
Investment Grants	Sedgewick Ag Society	Snowmobile Rally	1,000
	Iron Creek Flying Club	COPA for Kids	1,000
	Sedgewick Minor Ball	Hardball Clinic	1,000
	Sedgewick Golf Club	Junior Golf Lessons	1,000
*Operating	Town of Sedgewick	Municipal taxation (Rec Centre Only)	100,000
	2013 Funding Allocations Grand Total:		207,616

Flagstaff County Recreation Allocations - Town of Sedgewick

2012	Orgainization	Overview of Program	County Allocation
	Battle River Football Assoc.	2012 Season	1,070
	CHSPS	Student bowling, skating, curling	1,500
	Lynx Soccer Club	Lynx Soccer	1,113
	Sedgewick Bowling Leagues	Bowling Facility Rent	6,000
	Sedgewick Curling Club	Curling Facility Costs	5,500
	Sedgewick Minor Ball	2012 Minor Ball Season	1,620
	Sharks Minor Hockey	2012-13 Minor Hockey Program	7,500
Capital	Sedgewick Historical Society	Painting Goose Creek School	2,700
Investment Grants	Sedgewick Ag Society	Quad/Snowmobile Rally	750
	Sedgewick Minor Ball	Hardball Clinic	750
	Iron Creek Flying Club	COPA For Kids	750
	Sedgewick Golf Club	Junior Golf Lessons	750
	Sedgewick Ag Society	Horsemanship Clinic	616
	Friends of the Sed. Library	July 1st	525
	Sharks Minor Hockey	Minor Hockey Goalie Clinic	1,000
*Operating	Town of Sedgewick	Municipal Taxation (Rec Centre Only)	100,000
2012 Funding Allocations Grand Total:			132,144

2011	Orgainization	Overview of Program	County Allocation
	Flagstaff County	Operating Allocation (distributed to the Town)	48,000
	Town of Sedgewick	Municipal Taxation (Rec Centre Only)	52,000
	2011 Operationl Funds distributed to the Recreation Centre ONLY:		100,000

2010	Orgainization	Overview of Program	County Allocation
	Flagstaff County	Operating Allocation (distributed to the Town)	48,000
	Town of Sedgewick	Municpal Taxation (Rec Centre Only)	52,000
	2010 Operationl Funds distributed to the Recreation Centre ONLY:		100,000

Background Information

Topic:	Recreation – Moving Forward
Initiated by:	Town of Sedgewick
Prepared by:	Amanda Davis
Attachments:	n/a

Current – it has been confirmed by Brent Hoyland, Assistant CAO of Flagstaff County that there will be no review/consultation with the Ag Societies on behalf of the County with regards to the “new” recreation allocations.

With minimal understanding and lack of administrative background and support, the County has turned the responsibility of recreation onto our local volunteer Ag Societies.

The question we have is:

1. Does the Sedgewick Ag Society want the responsibility of dividing out the monies in a fair and equitable manner for recreation or can the Town be of assistance?
2. Is there a willingness for the Town, Ag Society and Rec Centre to collaborate?
3. Does everyone understand the implications of the recreation money and have we considered the impacts and risks it puts upon us to ensure ongoing sustainability for the Town?

On behalf of the Mayor and Council of the Town of Sedgewick we would offer the following recommendations for consideration:

***Recommendation Option 1:**

1. That a meeting be set up with the Ag Society, Recreation Board, Town Council and Administration to review the operations of all organizations.
2. Discuss the preparation of an operational lease between the Town and the Ag Society for the Recreation Centre. The Town would maintain ownership and be responsible for capital upgrades and the Ag Society and Rec Boards would be responsible for operations keeping in mind that the Town would be hiring a Recreation Facility and Program Manager.
3. That a thorough review of the recreation facility operating costs be completed and all user fees adjusted;
4. Prepare new funding formulas for recreation allocations along with a new grant and guidelines.

OR

*Recommendation Option 2:

1. That collectively we (Ag Society, Town and Recreation Board) review the allocation of recreation provided by Flagstaff County and determine an fair amount for distribution;
2. That the Ag Society transfer the distributable funding to the Town and that the Town of Sedgewick set up a separate operating account to handle the recreation funding;
3. That a thorough review of the recreation facility operating costs be completed and all user fees adjusted;
4. That a grants system be developed similar the former regional recreation program offer by Flagstaff County whereby allowing our local clubs and organizations an opportunity to apply directly for operating funding;
5. That the Recreation Facility and Program Manager along with the Chief Administrative Officer evaluate and grade all grant applications whereby making recommendations to Town Council for distribution.
6. That the Recreation Facility and Program Manager along with the Recreation Centre's Finance Officer be responsible to complete all necessary financial reporting on behalf of the Ag Society to Flagstaff County.

Queries, how is the Town of Sedgewick contributing to recreation?

- A. In 2014 Sedgewick Town Council confirmed funding a new employment position, "Recreation Facility and Program Manager". Interviews are currently underway for this position. The eligible candidate will be an employee of the Town working under the CAO and responsible for *ALL* recreation within the Town of Sedgewick. This person will take direction from the CAO as delivered by Town Council/Rec Board. Revenue required to fund this position shall be generated by municipal taxation.
- A. The Town of Sedgewick will continue to provide financially to the operational costs and capital upgrades at the rec center. All revenue is generated by municipal taxation.
- A. The Town of Sedgewick covers the majority of all insurance costs for all recreational building and facilities.
- A. Continue to support new recreation ventures (example, Try-it Triathlon, inception in 2014 and is now an annual event).
- A. The Town of Sedgewick continues to provide Public Works support and assistance as required.

What would the Town the Ag Society and the Recreation Center be gaining by building a new partnership?

1. Shared resources (manpower, volunteerism, financial investments);
2. Better use of all facilities;
3. Bridging gaps (July 1st for example, reduce the duplication of events and partner instead for shared benefits and interest);
4. Administrative assistance;
5. Lead by example and build a stronger community bond;
6. Offer more recreation/agricultural events.
7. Access to more provincial/federal grant monies

Background Information

Topic: Recreation – Collaboration
Initiated by: Town of Sedgewick
Prepared by: Amanda Davis
Attachments: n/a

Points for Consideration:

I've been in contact with Murray Greer with Alberta Agriculture and Rural Development. I inquired whether the Sedgewick Ag Society could sign an Operational Lease with the Town of Sedgewick for the Recreation Centre. We discussed how this would impact the Ag Society's annual grant from lottery funding.

We concluded with the following:

- Should an Ag Society be registered they are automatically eligible to receive \$17,500 if they are in good standings. This funding is unconditional – additional funding may be applied for by the Ag Society should there be additional programs/events etc.
 - Sedgewick Ag Society received just over \$22,000 for 2014/15
- Greer noted that typically the grant covers **20%** of all operational costs – if the Ag Society “leased” operations of the facility Greer stated that **all** the operational costs could be funded through the Ag grant.

What is the purpose of this grant?

Funds are provided by the Alberta Lottery Fund to encourage improvements in agriculture, the quality of life in the agriculture community and to facilitate development.

Background Information

Topic: Recreation – Collaboration
Initiated by: Town of Sedgewick
Prepared by: Amanda Davis
Attachments: n/a

What Ag Societies operate recreation within their communities in Flagstaff County (confirmed by Town/Village administrations)?

Hardisty – Ag Society operates recreation

Lougheed – Ag Society/Town split – Ag Society runs the arena/rink and the Village operates the ball diamonds;

Killam – Ag Society operates recreation;

Strome – Ag Society does NOT operate recreation;

Daysland – Administration does not know and we were unable to contact the Ag Society

Heisler – No response

Forestburg – Ag Society/Town split – Ag Society runs the golf course, curling rink and the old arena. The Town owns the new arena which is operated by the Rec Board.

Galahad – Ag Society/Village split – Ag Society operates the Hall and the bowling alley and the Village operates the outdoor skating rink;

Alliance – Ag Society does NOT operate recreation.

Recreation Sub Committee Meeting – September 14 th , 2014
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Present:	Perry Robinson	Mayor, Town of Sedgewick
	Greg Sparrow	Councillor, Town of Sedgewick
	Erik Skoberg	Councillor, Town of Sedgewick
	Amanda Davis	CAO, Town of Sedgewick
	Calvin Hogg	Ag Society, President
	Melvin Lundy	Ag Society, Director
	Andrew Hampshire	Ag Society, Director
	Kelly McDowell	Ag Society, Director
	Shelley Wakefield	Ag Society, Director
	Cory Gagnon	Rec Centre, President

Call to Order:	<p>Mayor P. Robinson called the meeting to order at 7:07 PM in the Sedgewick Council Chamber located at 4818- 47th Street.</p> <p>Mayor P. Robinson welcomed all community builders and provided a brief overview of the agenda. The intention of the meeting was to discuss Flagstaff County's new recreation funding formula.</p>
Introductions:	Round table introductions concluded.
Overview:	<p>CAO Davis provided an overview on the following business items:</p> <ol style="list-style-type: none"> 1. Differentiating Ag Societies & Recreation 2. Regional Recreation – In the Beginning 3. Recreation Overview – Programs 4. Recreation – Moving Forward 5. Recreation – Collaboration
Recommendations:	<p>Two recommendations were presented on behalf of the Town of Sedgewick as solutions to the new funding model. It was also noted that any changes could be made to either recommendation. At this point the Town was simply initiating conversations with the Ag Society.</p> <p>Our main objective is to ensure that recreation remains viable and sustainable within the Town of Sedgewick.</p> <p><u>Option 1:</u></p> <ol style="list-style-type: none"> 1. That a meeting be set up with the Ag Society, Recreation Board, Town Council and Administration to review the operations of all organizations. 2. Discuss the preparation of an operational lease between the Town and the Ag Society for the Recreation Centre. The Town would maintain ownership and be responsible for capital upgrades and the Ag Society and Rec Boards would be responsible for operations keeping in mind that the Town would be hiring a Recreation Facility and Program Manager.

	<ol style="list-style-type: none"> 3. That a thorough review of the recreation facility operating costs be completed and all user fees adjusted; 4. Prepare new funding formulas for recreation allocations along with a new grant and guidelines
	<p><u>Option 2:</u></p> <ol style="list-style-type: none"> 1. That collectively we (Ag Society, Town and Recreation Board) review the allocation of recreation provided by Flagstaff County and determine an fair amount for distribution; 2. That the Ag Society transfer the distributable funding to the Town and that the Town of Sedgewick set up a separate operating account to handle the recreation funding; 3. That a thorough review of the recreation facility operating costs be completed and all user fees adjusted; 4. That a grants system be developed similar the former regional recreation program offer by Flagstaff County whereby allowing our local clubs and organizations an opportunity to apply directly for operating funding; 5. That the Recreation Facility and Program Manager along with the Chief Administrative Officer evaluate and grade all grant applications whereby making recommendations to Town Council for distribution. 6. That the Recreation Facility and Program Manager along with the Recreation Centre's Finance Officer be responsible to complete all necessary financial reporting on behalf of the Ag Society to Flagstaff County.
Queries:	<p><u>Q:</u> What would the grants look like?</p> <p><u>A:</u> At this time we've only drafted imaginary scenarios, however the distributing body could follow a similar system to the County's former recreation program.</p> <p><u>A:</u> It was also noted that if a grant program was in place funds all recreation organizations would have an opportunity to apply for funding. If the Town became responsible for the allocation of the recreation funds we would ensure equitable distribution. This would happen by ensuring that all the monies did not get allocated solely to the recreation center.</p> <p><u>Q:</u> Who would be responsible for grading and distributing the grants?</p> <p><u>A:</u> If the Ag Society transferred the monies to the Town, Administration would be responsible to grade the grants according to the guidelines set forth whereby making recommendations to Council for approval/rejection.</p>

	<p><u>Q:</u> Would the new Recreation Facility and Program Manager be responsible to apply for provincial/federal grants?</p> <p><u>A:</u> Yes, that is one of the main priorities of the position.</p> <p><u>Q:</u> Did the Ag Society ever run the recreation center?</p> <p><u>A:</u> Unable to answer, there was a possibility however no attendees were sure.</p> <p><u>Q:</u> What if any concerns may the Ag Society have with an operational lease?</p> <p><u>A:</u> Increased downloading onto volunteers.</p>
<u>New Business</u> Walking Trail Project:	<p>The Town presented an informal walking trail design from 53A Street to 54th Avenue. An easement would be required on Plan 912 1568; Block 28 to allow for construction and placement.</p> <p>Ag Society President C. Hogg advised that if an easement was granted consideration must be had regarding access points on Plan 912 1568; Block 28; the Town would have to ensure suitable material was used on the trail to avoid potential damage from vehicle traffic.</p>
Conclusion:	<p>Various concluding comments followed.</p> <ol style="list-style-type: none"> 1. The Town advised that any committee members and/or administration would be available to attend an upcoming Ag Society meeting to present the corresponding recreation information. 2. Recreation Board President C. Gagnon advised that the rec board shall be reviewing all user fees and rates in the coming month, therefore anticipating a response as to how the Ag Society plans on disburse recreation funds. 3. Ag Society President C. Hogg advised that the next Ag Society meeting shall be at the call of the chair; mid-October. Recreation funding shall be addressed at that time.
Adjournment:	<p>Mayor P. Robinson adjourned the meeting at 8:01 PM and thanked all community builders for attending.</p>

Council Action Items

28-Aug-14

	For	Item	Action Taken	Date Completed
1	Amanda	Letter to FC infavor of the Regional Governance Study	Letter complete, emailed to FC & FIP.	29-Aug-14
2	Amanda	Register for AUMA		
3	Michelle	Hotel cancellations - AUMA only one room required.	Cancelled the extra rooms.	29-Aug-14
4	Amanda	Complete BRWS Survey = Priorities 1,6 & 7	Survey Complete	29-Aug-14
5	Amanda	Organize a meeting with Rec & Ag to review Rec Funding	Meeting scheduled for Sept. 14 @ 7:00	4-Jun-14
7	Amanda	FC Celebrates Success - tix to CW.	Emailed.	2-Sep-14
8	Amanda	Letter to AB Transp. Re: line marking HWY13.	Complete, signed off by Mayor Robinson and mailed.	5-Sep-14
9	Amanda	Update Traffic Bylaw #511 for signatures.	Complete/ready for signing	29-Aug-14
10	Lorna	Upload Traffic B#511 online.	Signed and scanned.	9-Sep-14
11	Amanda	Letter to K. Robinson re: Option #2.	Letter complete, mailed and emailed. Requesting a response by Sept. 30.	29-Aug-14
12	Amanda	Approval of Dev. Permit 2014-09 including variance.	Complete - permit issued.	29-Aug-14
13	Amanda	Update B#513 - prepare for a public meeting.	Package complete and distributed.	3-Sep-14
14	Lorna	Advertize for public meeting - Cemetery (AD to confirm date)	Sept. 30, 2014 Town Hall	9-Sep-14

15	Michelle	Prepare a Hawkers & Peddlers License "Schedule A".	Prepared License	3-Sep-14
16	Amanda	Letter to H. Sparrow regarding paving request. Decline at this time.	Letter Complete and emailed.	29-Aug-14
17	Amanda	Letter to P&E Whitehead updating permit 2014-08.	Letter complete and hand delivered; cc'd email to Council.	29-Aug-14
18	Amanda	Letter to C. McArthur re: approval to use McD. Street for overflow parking - cc. letters to Nazarene and Holsworth.	Letters complete and mailed.	29-Aug-14
19	Amanda	Letter to Michels & Enbridge re: approval of crossing.	letter complete; meeting held Aug. 29, letters emailed.	29-Aug-14
20	Amanda	Letters to Banking Institutions re: proposals - secure Vision.		
21	Amanda	Letter to FIP re: approval of protocol.	Complete and emailed. CC'd to PR.	2-Sep-14
22	Lorna	Adverize Oct. meeting date change - Reg Mtg. Oct. 23	Complete - online	9-Sep-14

The Regular Meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday August 28, 2014 at 6:00 pm.

Present	Perry Robinson	Mayor
	Fred Watkins	Councillor
	Carol Williams	Councillor
	Wayne Dame	Councillor
	Greg Sparrow	Councillor
	Erik Skoberg	Councillor
	Cindy Rose	Councillor

Present	Amanda Davis	Chief Administrative Officer
	Michelle Deveau	Recording Secretary

Call to Order Mayor P. Robinson called the meeting to order at 6:02

Agenda

2014.08.124 MOTION by Clr. C. Rose that the agenda be approved with the following additions:

Correspondence:

10A. Flagstaff County Invitation – FC Celebrates Success

Committee Reports: Mayor Robinson

Business:

14B. Council Meeting Date

CARRIED.

Correspondence:

Canada Post Letter notifying that there is a potential to reduce hours of operation at the Canada Post Office in Sedgewick.

RCMP Deputy Commissioner M.C. Ryan of the RCMP K Division submit a lettering addressing the Town of Sedgewick concerns regarding policing in the Flagstaff Region.

Seniors Housing A letter was received from a resident concerning the longevity and replacement of the Flagstaff Lodge.

Flagstaff County As per the Flagstaff Intermunicipal Partnership's (FIP) work plan, Flagstaff County sought municipal support in the Alberta Communities Partnership (ACP) grant application addressing a Regional Governance Study.

2014.08.125 MOTION by Mayor P. Robinson that the Town of Sedgewick supports the ACP application as per the FIP work plan pertaining to a Regional Governance Study. CARRIED.

Senator D. Black Senator D. Black forwarded details regarding his concerns with the Temporary Foreign Worker Program.

AUMA Convention The Alberta Urban Municipalities Association's (AUMA) annual convention will be held in Edmonton on September 24-26, 2014; early bird registration deadline is August 29, 2014.

2014.08.126 MOTION by Clr. F. Watkins authorizing CAO Davis attendance at the 2014 AUMA Convention, September 24-26, 2014. CARRIED.

RCMP K-Division Invitation The Commanding Officers of the RCMP for Alberta as well as the Justice and Solicitor General are accepting audiences during the 2014 AUMA Convention.

BRWA Survey The Battle River Watershed Alliance (BRWA) sought feedback regarding the watershed management priorities. Council completed the BRWA online survey, recording their three main priorities as; land use practices, surface water and ground water.

Flagstaff County Notification was received that Flagstaff County eliminated the Regional Recreation Program. All 2015 grant applications have been rejected and shall not receive funding from the County; in place unconditional grants shall be distributed to individual Agricultural Societies effective January 1st, 2015.

- 2014.08.127** MOTION by Clr. G. Sparrow directing Administration to arrange a meeting for the Recreation Subcommittee to address the Sedgewick Ag. Society and Rec Board Presidents regarding the new funding initiative. CARRIED.
- Flagstaff County** Flagstaff County provided two tickets to “Flagstaff Celebrated Success” being held on November 5th, 2014. Clr. C. Williams to attend.
- LOC** A list of correspondence items was reviewed by Council, as per the list attached and forming part of these minutes.
- 2014.08.128** MOTION by Clr. E. Skoberg to accept correspondence items and file as information. CARRIED.
- Delegation Entrance** Patrick and Ester Whitehead entered the meeting at 6:46 PM.
- Development** The Whitehead’s addressed non-compliance issues regarding Development Permit 2014-08.
- Departure** The Whitehead’s departed the meeting at 6:58 PM.
- Financials:** Council reviewed the Financial Statement for the month ending June 30 and July 31st, 2014 as attached to and forming part of these minutes.
- 2014.08.129** MOTION by Clr. C. Williams to approve the financial statement for the month ending June 30th, 2014 as presented. CARRIED.
- 2014.08.130** MOTION by Clr. W. Dame to approve the financial statement for the month ending July 31st, 2014, as presented. CARRIED.
- Withdraw** Clr. F. Watkins withdrew from the meeting pursuant to Section 172 of the Municipal Government Act (MGA).
- Accounts** Council reviewed the issuance of General Cheques and Payroll Cheques for the month ending June 30th and July 31st, 2014 as attached to and forming part of these minutes.
- 2014.08.131** MOTION by Clr. Rose to approve issuance of General Cheques 3347-3395 totaling \$68,801.30 and Payroll Cheques 0238-0250, totaling \$16,921.77 for the month ending June 30th, 2014. CARRIED.
- 2014.08.132** MOTION by Clr. E. Skoberg to approve issuance of General Cheques 3396-3453 totaling \$108,347.23 and Payroll Cheques 0251-0271 totaling \$30,907.77 for the month ending July 31st, 2014. CARRIED.
- Entrance** Clr. F. Watkins re-entered the meeting.
- Committee Reports:** Council provided written reports to August 28th, 2014 as attached to and forming parts of the minutes.
- 2014.08.133** MOTION by Clr. W. Dame that the committee reports be approved as presented. CARRIED.
- Public Works Report:** A written Public Works report was provided to August 28th, 2014 as attached to and forming part of these minutes.
- 2014.08.134** MOTION by Mayor P. Robinson that the Public Works report be approved as presented. CARRIED.
- CAO Report:** CAO Davis provided a written Administration report to August 28th, 2014 as attached to and forming part of these minutes.
- Motion Errors** CAO Davis reported a clerical error in motion numbers; 2014.04.114 followed by 2014.04.15 continuing with 2014.04.16.

- 2014.08.135** MOTION by Clr. C. Williams that the clerical error be noted that that MOTION's 2014.04.15 forward remain in sequence. CARRIED.
- Alberta Transportation** Alberta Transportation informed that they completed an internal review of intersection at Highways 13 and 869. Transportation will not warrant a speed reduction however will be completing various upgrades.
- 2014.08.136** MOTION by Clr. W. Dame directing administration to send a letter to Alberta Transportation requesting input into the various upgrades including the following recommendation:
1. That the Southbound turning and Eastbound lane be combined. CARRIED.
- 2014.08.137** MOTION by Clr. W. Dame that the CAO report be approved as presented. CARRIED.
- Minutes** Council reviewed the minutes of the July 14, 2014 Organizational and Special Meetings.
- 2014.08.138** MOTION by Clr. G. Sparrow that the minutes of the July 14th, 2014 Organizational meeting be approved as presented. CARRIED.
- 2014.08.139** MOTION by Clr. C. Rose that the minutes of the July 14th, 2014 Special meeting be approved as presented. CARRIED.
- Business:**
Traffic Control Bylaw #511 Traffic Control Bylaw #511 was presented for review.
- 2014.08.140** MOTION by Clr. G. Sparrow to give first reading to Bylaw #511. CARRIED.
- 2014.08.141** MOTION by Clr. F. Watkins to give second reading to Bylaw #511. CARRIED.
- 2014.08.142** MOTION by Clr. C. Williams to have third reading of Bylaw #511. CARRIED UNANIMOUSLY.
- 2014.08.143** MOTION by Clr. W. Dame to have third and final reading of Bylaw #511. CARRIED.
- Withdraw** Mayor P. Robinson withdrew from the meeting pursuant to Section 172 of the MGA.
Deputy Mayor F. Watkins resumed chair.
- Partial Plan Cancellation** The property owners of Plan 812 1829; Block 28; Lots 1,2,3,4 and 5 request Council's permission for a partial plan cancellation.
- 2014.08.144** MOTION by Clr. G. Sparrow that Council:
1. Reject the consolidation of Plan 812 1206; Block 28; Lots 1-5;
2. That Council notify the applicant that the Town shall authorize the consolidation of Plan 812 1206; Block 28; Lots 2, 3 and 4 only utilizing a Partial Plan Cancellation Bylaw;
3. Should the applicant be in favor of consolidating Lots 2, 3 and 4 Wainwright Assessment Group shall complete an assessment of the property prior to 2nd and 3rd reading of a Partial Plan Cancellation Bylaw. CARRIED.
- Entrance** Mayor P. Robinson reentered the meeting and resumed Chair.
- Land Use Bylaw (LUB) #461** A variance is required on Development Permit 2014-09 for the construction of a veranda pursuant to LUB #461.
- 2014.08.145** MOTION by Clr. C. Rose to approve Development Permit Application 2014-09 whereby issuing a 6" variance on the east lot line for the development of a veranda. CARRIED.
- Cemetery B. #513** A draft Cemetery Bylaw #513 was presented.
- 2014.08.146** MOTION by Clr. F. Watkins to give first reading by Bylaw #513 as amended. CARRIED.
- 2014.08.147** MOTION by Clr. E. Skoberg that a Public Information Session be held to review and seek public input to Cemetery Bylaw #513. CARRIED.
- Cremation B. #493** Cremation Bylaw #493 was presented for review.

2014.08.148	MOTION by Clr. C. Williams that Cremation Bylaw #493 remain unchanged.	<u>CARRIED.</u>
H&P Bylaw #484	Hawkers & Peddlers Bylaw #484 was presented for review.	
2014.08.149	MOTION by Clr. W. Dame that Hawkerc & Peddlers Bylaw #484 remains in effect and unchanged.	<u>CARRIED.</u>
Paving Request	Council reviewed a quotation pursuant to the paving request at #2 Spruce Drive.	
2014.08.150	MOTION by Mayor P. Robinson that Town of Sedgewick respectfully decline H. Sparrow's request that the Town pave the boulevard in front of #2 Spruce Drive at this time and further request be deferred for future review with upcoming capital projects. Clr. G. Sparrow abstained from voting.	<u>CARRIED.</u>
LUB #461	Discussion held regarding Developmental Permit 2014-08.	
2014.08.150	MOTION by Clr. F. Watkins that the Town of Sedgewick revise Development Permit 2014-08 effective immediately whereby permitting the following: <ol style="list-style-type: none">1. That a Recreational Vehicle (RV) be defined as a <i>holiday trailer and/or motorhome</i>.2. That Council permit the use of the thirteen (13) site (including one (1) overflow stall) as an RV Park as presented in the attached site plan; each site must be numbered and marked accordingly.3. Permission that only one (1) RV shall occupy each stall as per the updated site plan and site configuration;4. Permission for RV storage on sites 1-13 (thirteen being overflow); limit of one (1) RV unit per site.5. That personal storage be permitted as per updated site plan;6. Permission to relocate the shed to the NE corner of the property7. Permission to maintain and operate the laundry facility;8. Use of Gen Sets permitted as per Noise Control Bylaw #4519. Use of Fire Pits permitted as per Fire Services Bylaw #500 and approved by the Fire Chief.	<u>CARRIED.</u>
LUB #461 Parking	Council received a request from the owner of Plan 942 2794; Block 15; Lot 1 seeking permission for the use of MacDonald Street for overflow parking.	
2014.08.151	MOTION by Clr. G. Sparrow that the Town of Sedgewick approve Sedgewick Shamrock Apartments request for the use of MacDonald Street for overflow parking.	<u>CARRIED.</u>
Policy C2a – Banking Tenders	Pursuant to Policy C.2.a. Council reviewed the Town's current banking contract.	
2014.08.152	MOTION by Clr. C. Williams that the banking contract remains with Vision Credit Union pursuant to their letter dated August 5 th , 2014.	<u>CARRIED.</u>
FIP	The revised FIP Protocol for Regional Cooperation was presented.	
2014.08.153	MOTION by Clr. Sparrow that the Town of Sedgewick approve the FIP Protocol for Regional Cooperation as presented.	<u>CARRIED.</u>
Strategic Plan	Strategic Plan updates were presented.	
Round Table	A round table discussion was held.	

Budgets	Administration request that Council notify boards and committees that their 2015 budgets are due to Administration by December 1, 2014.	
Meeting Dates	Administration sought permission that the October Council meeting be reschedule from October 16, 2014 to October 23, 2014.	
2014.08.154	MOTION by Clr. Dame that the October 16 th , Council meeting be cancelled and rescheduled for October 23 rd at 6:00 PM.	<u>CARRIED.</u>
Adjournment		
2014.08.155	MOTION by Mayor P. Robinson for adjournment at 9:51 p.m.	<u>CARRIED.</u>

Perry Robinson, Mayor



Amanda Davis, CAO

Request for Decision (RFD)

Topic: Intermunicipal Development Plan (IDP) - Review
Initiated by: IDP
Prepared by: Amanda Davis
Attachments: B1.1 IDP
B1.2 Municipal Planning Services Quotation – Full
B1.3 Municipal Planning Services Quotation - Focused

Recommendation:

Pending.

Background:

In 2009 the Town of Sedgewick and Flagstaff County approved an Intermunicipal Development Plan (IDP)(attached).

The purpose of the IDP will be to ensure that a coordinated and cooperative approach is in place for managing the use and development of lands adjacent to the boundary of Sedgewick, within Flagstaff County.

Section 1.5 Duration of the IDP states:

3. A Systematic review of the IDP shall be undertaken every 3 years from the date on which the IDP comes into effect.

Section 3.5 Plan Review states:

1. This Plan will be formally reviewed by an Intermunicipal Committee once every 3 years beginning in 2012 in order to confirm or recommend amendments of any particular policy contained herein. The committee will prepare recommendation for considerations by the individual councils.

As per the Town of Sedgewick's Organizational Committee Structure the following members would be appointed to the committee: Cllr.'s G. Sparrow, C. Rose and E. Skoberg (unless committee appointments change during our Organizational meeting.)

Current:

Rosemary Hoyland, Development Officer for Flagstaff County has obtained two quotes from Municipal Planning Services for the IDP Review.

1. Full Review totaling \$29,846.50
 - a. This would be a 50/50 cost share. Sedgewick's portion would be \$14,923.25
2. Focused Review totaling \$15,426.50
 - a. Again, this would be a 50/50 cost share. Sedgewick's portion would be \$7,713.25

At this time I've request that Rosemary obtain an additional quote for an internal review. Although the IDP states that the plan must be reviewed every three years formally there does not appear to be any

major issues therefore being hard to justify even the focused review. Additional information will be forwarded to council prior to the September 18th, Council meeting.

BYLAW NO. 466 OF THE TOWN OF SEDGEWICK, IN THE PROVINCE OF ALBERTA, BEING A BYLAW TO ADOPT THE TOWN OF SEDGEWICK/FLAGSTAFF COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN.

WHEREAS, Section 631(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that two or more Councils may, by each passing a Bylaw, adopt an Inter-municipal Development Plan;

AND WHEREAS, Council deems it desirable to adopt an Inter-municipal Development Plan with Flagstaff County;

AND WHEREAS, Council recognizes that the lands contained within the Inter-municipal Development Plan will remain under the jurisdiction of Flagstaff County, and that the Inter-municipal Development Plan provides a basis for cooperation and communication on matters of mutual interest;

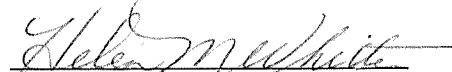
AND WHEREAS, notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta;

AND WHEREAS, a Joint Public Hearing into the proposed Bylaw was scheduled for and held on August 25th, 2009 commencing at 7:00 pm at the Flagstaff County Office;

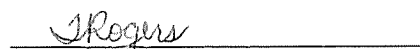
NOW THEREFORE, the Municipal Council of the Town of Sedgewick duly assembled enacts as follows:

THAT THE TOWN OF SEDGEWICK/FLAGSTAFF COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN, AS ATTACHED AND FORMING PART OF THIS BYLAW BE ADOPTED.

READ a first time in Open Council this 17th day of September, 2009.



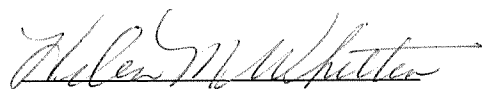
Mayor Helen M. Whitten




CAO Thelma Rogers

READ a second time in Open Council this 15th day of October, 2009.

READ a third time in Open Council and finally passed this 15th day of October, 2009.



Mayor Helen M. Whitten



CAO Thelma Rogers

BYLAW NO. 07/09

BEING A BYLAW OF FLAGSTAFF COUNTY, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF ADOPTING THE TOWN OF SEDGEWICK/FLAGSTAFF
COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN.

WHEREAS Section 631(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that two or more Councils may, by each passing a Bylaw, adopt an Inter-municipal Development Plan;

WHEREAS Council deems it desirable to adopt an Inter-municipal Development Plan with the Town of Sedgewick;

WHEREAS notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta;

WHEREAS a Joint Public Hearing into the proposed Bylaw was scheduled for and held on Oct 14, 2009 commencing at 3:12 pm, at the Flagstaff County Office;

NOW THEREFORE the Municipal Council of Flagstaff County duly assembled enacts as follows:

**THAT THE TOWN OF SEDGEWICK / FLAGSTAFF
COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN,
AS ATTACHED AND FORMING PART OF THIS BYLAW
BE ADOPTED.**

This Bylaw comes into force on the day it is finally passed.

READ a first time this 23 day of September, 2009.


Reeve


Chief Administrative Officer

READ a second time this 14 day of October, 2009.

READ a third time and finally passed this 14 day of October, 2009.


Reeve


Chief Administrative Officer

Flagstaff County Town of Sedgewick

INTERMUNICIPAL DEVELOPMENT PLAN

FLAGSTAFF COUNTY

Bylaw # 07/09

TOWN OF SEDGEWICK

Bylaw # 466

Approved October 14, 2009

Prepared by:
Austrom Consulting Ltd.

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1. INTRODUCTION

1.1 Plan Organization

- 1) The Flagstaff County and the Town of Sedgewick Inter-municipal Development Plan has been organized into three sections:
 - a) **SECTION 1 INTRODUCTION** includes the purpose and background, goals of the IDP, enactment, duration, description of the plan area, enabling legislation, guiding principles, public engagement process and key definitions.
 - b) **SECTION 2 PLAN POLICIES** includes the plan area, land use concept, utility and stormwater management policies; transportation policies; environmental protection, recreation and open space, infrastructure corridors; oil and gas infrastructure; and economic development.
 - c) **SECTION 3 PLAN ADMINISTRATION AND IMPLEMENTATION** includes adoption process, approving authorities, plan amendments, establishment of the inter-municipal committee, plan review, plan termination/repeal, annexation, dispute resolution, and correspondence.

1.2 Purpose and Background

- 1) The municipalities of Flagstaff County (County) and the Town of Sedgewick (Town) agreed to enter the process to jointly develop an inter-municipal development plan (IDP).

“The purpose of the IDP will be to ensure that a coordinated and cooperative approach is in place for managing the use and development of lands adjacent to the boundary of Sedgewick, within Flagstaff County”.

- 2) The Town and County have agreed to undertake the process for preparing and adopting, by bylaw, the IDP which will address the principles, policies and considerations outlined in this document.
- 3) The Town and County recognize that all municipalities are equals and have the right to growth and development. Both municipalities have agreed that a negotiated IDP is the preferred method of addressing inter-municipal land use planning issues within the IDP area and that it represents the best opportunity for a continuing cooperative working relationship between the two municipalities.
- 4) The municipal policy framework for the preparation of an IDP is contained within the County and Town Municipal Development Plans. The Town’s Municipal Development Plan, Map 2, identifies development opportunities for lands adjacent to the Town. In addition, Part 13 contains policies regarding inter-municipal planning and cooperation. The County’s Municipal Development Plan contains inter-municipal policies and supports the protection of a 3.2 kilometre area around each urban municipality for urban expansion plans and industrial parks.
- 5) Nothing contained within this IDP is intended to nor shall be interpreted as fettering either Council’s discretion.

1.3 Goals of the IDP

- 1) The overall goals of the Flagstaff County and Town of Sedgewick Inter-municipal Development Plan are to:
 - a) Ensure orderly development, while protecting the area surrounding the Town for future expansion;
 - b) Establish a framework for attracting economic opportunities;
 - c) Improve opportunities to secure a long-term economic base for the region;
 - d) Ensure the municipalities are development ready and future oriented in their efforts to attract economic activity; and
 - e) Ensure that the municipalities are developed in a manner that is equitable and fair to the residents of the municipalities.
- 2) The IDP and the various cost sharing agreements together form the basis of cooperative effort between the Town and the County to work together to serve the needs of their communities.

1.4 Enactment

- 1) The policies contained within the Flagstaff County and Town of Sedgewick Inter-municipal Development Plan Bylaw come into force once the County and the Town Council have given Third Reading to this IDP Bylaw. The intent is not that any policies in the IDP Bylaw be applied retroactively to any applications that are already in process.

1.5 Duration

- 1) The IDP sets forth, in general terms, the strategic patterns for land uses, servicing and transportation policies as well as other mutually agreed to policy directions to the year 2019. While the IDP is meant to be a long range planning document, it is intended that regular monitoring, review and periodic amendments may be required for policies in the IDP to remain current with changing trends, technologies and growth within the region.
- 2) The IDP sets forth a process for amendment and repeal of this document when it is in the mutual interests of the County and the Town to do so.
- 3) A systematic review of the IDP shall be undertaken every three years from the date on which the IDP comes into effect.

1.6 Plan Area

- 1) The IDP area encompasses lands north, west, east and south of the present corporate limits of the Town of Sedgewick as shown on Map 1 – Plan Area. Property owners within the IDP area, adjacent property owners, residents of the Town and other interested parties have been consulted during the IDP planning process.

- 2) The IDP area encompasses lands identified as the Urban Expansion Area, and Referral Area as defined in Section 1.10 of this Plan.

1.7 Enabling Legislation

- 1) The contents of an Inter-municipal Development Plan are outlined in Section 631 of the Municipal Government Act which reads:

“631(1) Two or more councils may, by each passing a bylaw in accordance with this Part or in accordance with section 12 and 692, adopt an inter-municipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

(2) An inter-municipal development plan

(a) may provide for: (i) the future land use within the area, (ii) the manner of and the proposals for future development in the area, and (iii) any other matter relating to the physical, social or economic development of the area that the councils consider necessary, and

(b) must include: (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan, (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and (iii) provisions relating to the administration of the plan.

- 2) The procedure for adopting an inter-municipal development plan is described in Section 692 of the Municipal Government Act.

1.8 Guiding Principles

- 1) Maintain an open, fair and honest communication between the two municipalities and affected stakeholders.
- 2) Promote orderly, economic and beneficial land development to minimize the amount of agricultural land converted to other land uses prematurely.
- 3) Recognize the need for urban expansion of the Town and the need for orderly, timely and agreed upon annexation.
- 4) Determine compatible and complementary land uses within the IDP area and adjacent lands while ensuring proposed land uses and development do not interfere or conflict with future urban expansion.
- 5) Development of land use policies to provide for and in support of economic development that will benefit the two municipality's economically and socially.

- 6) Development of a Plan for the provision of utility corridors within the Plan Area to provide for future growth and development of the IDP area, and to ensure oil and gas development/pipelines and/or gravel extraction facilities do not inhibit or restrict the future development of the region.
- 7) Effective coordination of transportation systems and protection of required land for future road and trail network developments.
- 8) Development of land use policies to ensure that future sites for schools and recreation areas are protected.
- 9) Identification and protection of physical features and environmentally sensitive areas.
- 10) Provide for effective IDP administration and implementation mechanisms.

1.9 Public Engagement

- 1) In accordance with Section 692 of the Municipal Government Act, Councils must take measures to involve the public prior to adopting an Inter-municipal Development Plan. Several opportunities and methods have been used to carry out effective public engagement. In summary they include:
 - Media releases to facilitate project awareness;
 - Mailings to affected property owners, adjacent residents and other stakeholders;
 - A public information session was held with affected landowners and other stakeholders within the IDP boundaries. Comment sheets and a survey were provided to encourage feedback on the Draft IDP.
 - A combined Public Hearing held before Flagstaff County and the Town of Sedgewick Councils to allow all parties to make representations on the IDP.

1.10 Definitions

- 1) All the terms and meanings in this IDP shall carry their normal definitions unless otherwise defined herein:

“area structure plan” means a statutory plan, adopted by bylaw, which provides a policy framework for subsequent redesignation, subdivision and development of a specified area of land in the municipality pursuant to Section 663 of the *Municipal Government Act*.

“development” means an activity taking place on a parcel as defined pursuant to the *Municipal Government Act*.

“confined feeding operation” is an agricultural operation as defined within the *Agricultural Operations Practices Act*.

“farmstead” means an agricultural dwelling and improvements as defined within the *Flagstaff County Land Use Bylaw*.

“fragmented parcel” means a parcel of land that is separated from the balance of the remainder of the parcel as defined within the *Flagstaff County Land Use Bylaw*.

“multi-lot country residential subdivisions” shall be considered to be any subdivision which will create four or more country residential parcels on a quarter section.

“referral area” are lands within the plan area that are intended for the eventual growth of the Town; within this area the County will refer to the Town for comment on proposed development activities.

“urban expansion area” are lands where growth patterns remain as anticipated, be the primary urban expansion area and the priority area for future annexations by the Town.

“utility services” means a parcel serviced with municipal gas, water and sewer services.

2. PLAN POLICIES

2.1 Plan Area

Goal – To protect the lands identified as the Urban Expansion Area from fragmented un-serviced development; to encourage collaborative planning within the remaining IDP lands identified as the Referral Area; and to minimize premature subdivision activity within the agricultural area surrounding the Town.

1) General IDP Policies:

- a) Confined feeding operations requiring registrations or approvals and manure storage facilities requiring authorization under the Agricultural Operations Practices Act shall not be allowed within the IDP Area.
- b) The County will refer all subdivision applications, Municipal Development Plan and Land Use Bylaw amendments, and Area Structure Plans within the IDP Area to the Town for comment.
- c) Any disputes shall be dealt with through the procedure outlined within Section 3.9 of this **Plan**.

2) Urban Expansion Area Policies:

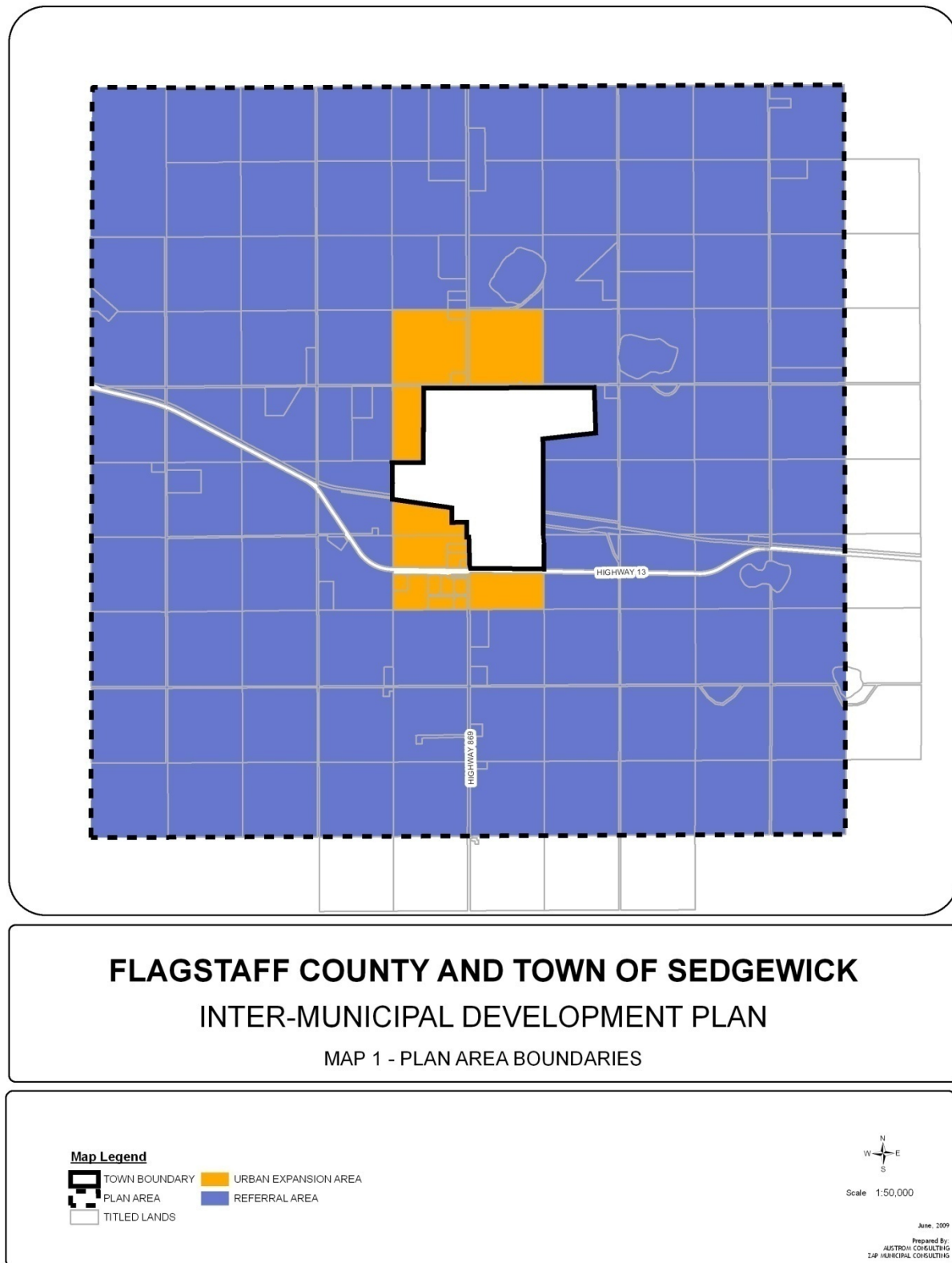
- a) The Urban Expansion Area will consist of lands identified as the “urban expansion area” identified on Map 1, Plan Area Boundaries.
- b) Area Structure Plans within the Urban Expansion Area shall be required where:
 - i) The subject lands are within 0.8 kilometres of Highway 13 and Highway 869; or

- ii) The subdivision of the subject lands will result in the creation of a parcel or parcels for residential purposes and, combined with previously subdivided parcels, total greater than 6.06 ha (15.0 acres); or
- iii) The subdivision of the subject lands will result in the creation of a parcel or parcels for commercial and industrial purposes.
- c) Farmstead and fragmented parcel subdivisions shall be permitted within the Urban Expansion Area pursuant to the County's Municipal Development Plan.
- d) Multi-lot country residential subdivisions may be permitted within the Urban Expansion Area subject to the provisions of the **Flagstaff County Municipal Development Plan** and Section 2 of this **Plan**.
- e) In addition to referrals cited in Section 2.1 1b, the County shall refer discretionary use development permit applications within the Urban Expansion Area to the Town for comment.
- f) The planning process in the Urban Expansion Area will be a cooperative effort between the Town and the County. Developers will be required to work with the Town and County planning departments to ensure that the development is compatible with the future growth patterns of the Town.

3) Referral Area Policies:

- a) In accordance with the County Municipal Development Plan all subdivision applications and discretionary development permits will be forwarded to the Town for review and comment.
- b) Within the Referral Area the half mile, immediately adjacent to the Town boundaries and the Urban Expansion Area, will be considered as future long term growth areas for the eventual growth of the Town, while still allowing compatible development to occur.
- c) Development standards will be applied by the County to this half mile zone to ensure that orderly redevelopment of the Referral Area can occur.

Map 1 – Plan Area Boundaries

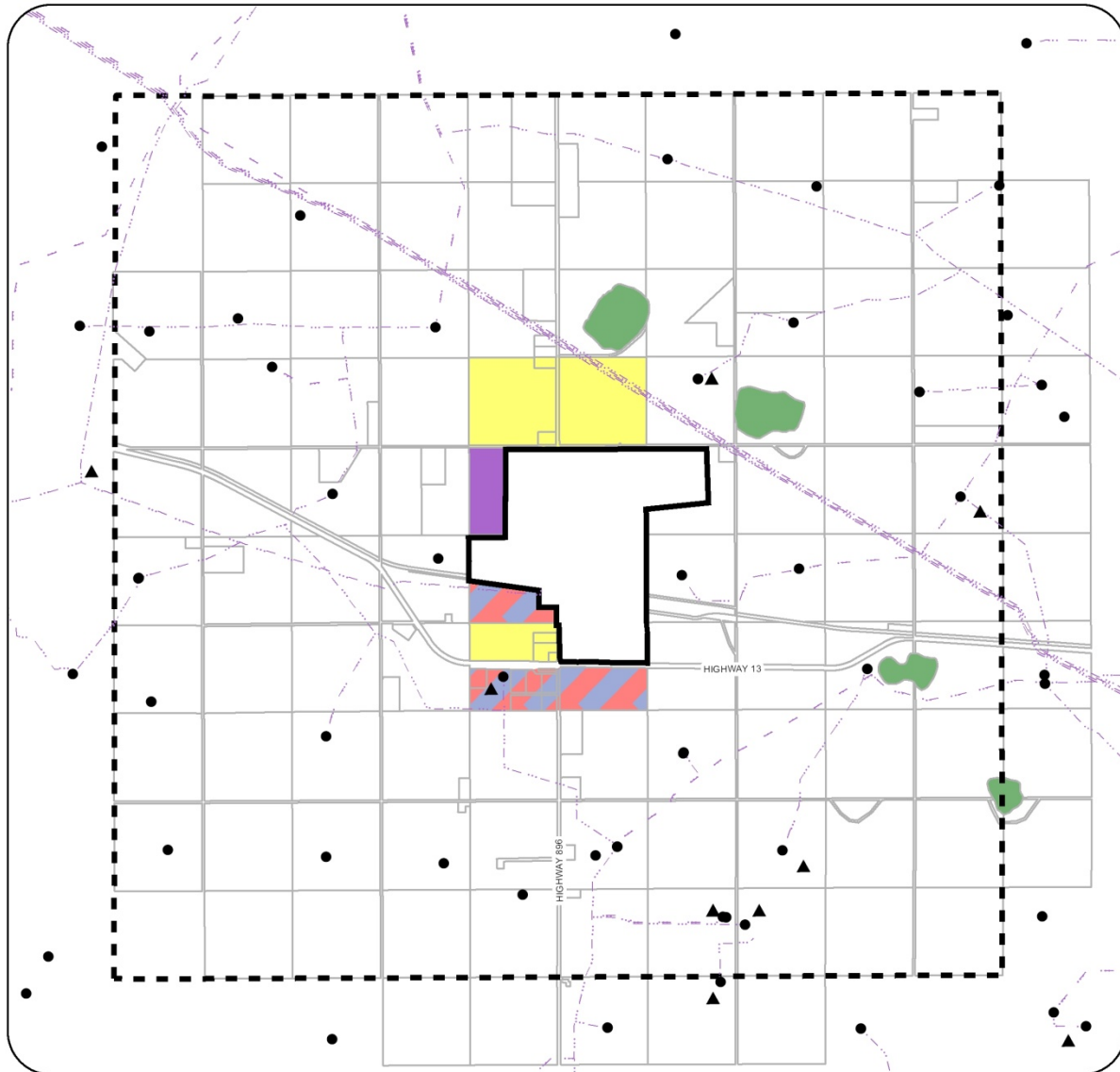


2.2 Land Use Concept

Goal – To ensure that future land uses allowed within the Urban Expansion Area and Referral Area are compatible with the future growth patterns of the Town.

- 1) Flagstaff County agrees that all development within the Urban Expansion Area and Referral Area will be planned to minimize the impact on the growth of the Town.
- 2) Urban Expansion Area Land Use Policies:
 - a) In considering subdivision and development proposals in the Urban Expansion Area, the County Subdivision and Development Authority will ensure the proposed subdivision and/or development conforms to the intent of the Map 2 Future Land Use Concept and the land use policies contained herein.
 - b) Residential, commercial and industrial areas identified in Map 2 shall be used predominantly for these purposes over the long term. Agricultural, local commercial (within residential areas), open space, recreational, institutional and resource extraction industrial uses may also be present based on the detailed land use concept of an approved area structure plan.
 - c) Un-serviced residential development shall be limited to 6.06 hectares (15.0 acres) per quarter section within the Urban Expansion Area. Notwithstanding, the County shall apply a deferred services caveat to all newly created parcels in the Urban Expansion Area to ensure the orderly future servicing of these lands.
 - d) Unless otherwise agreed to in writing by the Town, subdivision and development within the Urban Expansion Area of an area exceeding 6.06 hectares (15.0 acres) per quarter section for multi-lot country residential subdivisions may be allowed where the lot density is at a minimum, equal to the R4 District within the Town of Sedgewick Land Use Bylaw (0.5 acre to 1.0 acre in size) .
 - e) Subdivision and development of commercial and industrial areas within the Urban Expansion Area shall include those uses identified within the Light Industrial Business District of the Town of Sedgewick Land Use Bylaw. Refer to Schedule A
- 3) Referral Area Land Use Policies:
 - a) All land use matters within the Referral Area shall be dealt with in accordance with the ***Flagstaff County Municipal Development Plan*** and ***Flagstaff County Land Use Bylaw***.

Map 2 – Future Land Use Concept



FLAGSTAFF COUNTY AND TOWN OF SEDGEWICK

INTER-MUNICIPAL DEVELOPMENT PLAN

MAP 2 - FUTURE LAND USE CONCEPT

Map Legend

- TITLED LANDS
- TOWN BOUNDARY
- PLAN AREA
- ENVIRONMENTALLY SENSITIVE AREAS

- OIL AND GAS FACILITIES
- OIL AND GAS WELLS
- HIGH PRESSURE PIPELINES

FUTURE LAND USE

- RESIDENTIAL
- INDUSTRIAL/COMMERCIAL
- PUBLIC



Scale 1:50,000

June, 2009

Prepared By:
AUSTRIAN CONSULTING
ZAP MUNICIPAL CONSULTING

2.3 Utility and Stormwater Management Policies

Goal – The lands within the Urban Expansion Area will be eventually serviced and will include suitable stormwater management systems.

1) Plans Required:

- a) Within the Urban Expansion Area, Area Structure Plans shall be accompanied by the preparation of the following:
 - i) Water and Wastewater Servicing Plans; and a
 - ii) Stormwater Management Plan.

2) Utility Services:

- a) Services for all developments outside of the Town boundaries shall not connect to the Town's infrastructure system until such time that the land is annexed, unless otherwise agreed to by the Town and County.
- b) The County agrees to require all new parcels created in the Urban Expansion Area to be developed with internal water and wastewater servicing to the same standards as the Town (with the exception of multi-parcel subdivisions approved under Section 2.2.2c). Notwithstanding, staged servicing solutions for water and sanitary services may be permitted at the County's discretion, provided that it meets Provincial regulations. On an interim basis, developments may also be served via cistern and hauling (for water) and pump-out tanks (for wastewater), hauling to the Sedgewick Wastewater Lagoon, until such time as the lands are annexed and water and wastewater transmission lines are extended to the area, and subject to the developer entering into a deferred servicing agreement with the County.
- c) For developments requiring or proposing to require water and wastewater services in the Urban Expansion Area, the Town and County agree to enter into a joint servicing agreement for said services.
- d) For developments located within the Urban Expansion Area requiring or proposed to require water and wastewater services from the Town, the County will submit the relevant portions of the development agreement, including full details on the water and wastewater servicing standards and anticipated volumes, for the Town's approval.
- e) The Town, subject to available capacity, payment of the user fees and Alberta Environment approval, agrees to accept, from County residents and developments within the Urban Expansion Area, wastewater from holding tanks that complies with the standards set by the Town.

3) Stormwater Management:

- a) Provisions should be made to control stormwater runoff to predevelopment rates. The number of stormwater management facilities in the Urban Expansion Area should be minimized in order to control ongoing operational and maintenance costs and consumption of developable lands.
- b) Best management practices should be utilized as measures to control stormwater quality. Incorporation of stormwater management facilities with natural areas may benefit the area as a whole. Existing water bodies could be utilized or integrated into stormwater management plans.

2.4 Transportation Policies

Goal – The Town and County will work together and in partnership with the Province in the continual development and maintenance of a safe and efficient transportation network within the IDP area.

- 1) The Town and County will work together and with Alberta Transportation to ensure a safe and efficient transportation network is developed and maintained to service the residents and businesses within the IDP Area.
- 2) When subdivisions are approved in the IDP area, all right-of-way requirements will be secured to ensure that long-term transportation and road plans can be implemented when warranted.
- 3) Developers will be required to construct all roads to County standards.
- 4) As a part of the Area Structure Plan process, Alberta Transportation may require the development of a Traffic Impact Assessment for any subdivision within 0.8 kilometres of Highway 13 and Highway 869.

2.5 Environmental Protection and Open Space

Goal – The municipalities will continue to protect and enhance the existing open spaces.

- 1) Environmentally sensitive lands have been identified within Map 2 Future Land Use Concept.
- 2) Land suitable for Environmental Reserve (ER), in accordance with the provisions of the **Municipal Government Act** may be identified at the subdivision application stage and be dedicated as an Environmental Reserve parcel, and Environmental Reserve Easement or a Conservation Easement.
- 3) The County, when approving subdivisions within the Urban Expansion Area, shall take Municipal Reserves in accordance with the Municipal Government Act. Such reserves shall be deferred to the balance of the parcel unless otherwise agreed to by the Town.
- 4) Through the **Flagstaff County Land Use Bylaw**, appropriate development setbacks from water bodies and watercourses shall be enforced.

- 5) Both municipalities shall recognize and enhance the wide diversity of open space opportunities and seek to identify future partnerships.

2.6 Infrastructure Corridors

Goal – The municipalities will work together to ensure that utility corridors are planned, constructed, and maintained.

- 1) The Town and County acknowledge that the future development within the IDP area is dependent on access to water and wastewater services, and the Town and County agree to work together to ensure the corridors for these services are protected.

2.7 Oil and Gas Infrastructure

Goal – The municipalities will work with the oil and gas industry to ensure that resource infrastructure does not negatively impact future development within the IDP area.

- 1) Oil and gas infrastructure have been identified within Map 2 Future Land Use Concept.
- 2) The Town and County also acknowledge that the development of the oil and gas industry has played an integral part in the development of the region. The Town and County will work with the oil and gas industry to ensure that the orderly development of the Plan area is not unduly restricted by the development of oil and gas infrastructure, including pipelines.
- 3) The County will refer all resource related referrals to the Town on lands identified within the Urban Expansion Area.

2.8 Economic Development

Goal – To promote, develop and enhance infrastructure in order to increase business activity in the region.

- 1) The municipalities have agreed to work together to promote and support economic development that is good for both municipalities. Land use policies will be developed that will support and encourage a cooperative effort in support of economic development.

3. PLAN ADMINISTRATION AND IMPLEMENTATION

3.1 Adoption Process

- 1) The Inter-municipal Development Plan shall be adopted by bylaw by the Town and the County in accordance with the Municipal Government Act.
- 2) The Town's adopting bylaw will specify that although the Town adopts the policies and objectives of the plan, the Town has no legal jurisdiction for lands in the Plan area which are outside of the boundaries of the Town.
- 3) Any amendments to the Municipal Development Plans and Land Use Bylaws of the Town and County required to implement the policies of the Inter-municipal Development Plan should occur simultaneously with the adoption of the plan.

3.2 Approving Authorities

- 1) All the statutory plans impacting the Plan area shall be made consistent with this Plan.
- 2) The County shall be responsible for the administration and decisions on all statutory plans, land use bylaws, and amendments thereto.

3.3 Plan Amendments

- 1) An amendment to this Plan may be proposed by either municipality. An amendment to the Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
- 2) An amendment to this Plan has no effect unless adopted by both municipalities by bylaw in accordance with the Municipal Government Act.

3.4 Establishment of the Inter-municipal Committee

- 1) An Inter-municipal Committee consisting of two (2) Councilors and one (1) Staff member from each municipality will be established to provide the following duties:
 - a) Plan Review;
 - b) Plan Termination/Repeal; and
 - c) Dispute Resolution.

3.5 Plan Review

- 1) The Plan will be formally reviewed by an Inter-municipal Committee once every three years, beginning in 2012 in order to confirm or recommend amendment of any particular policy contained herein. The Committee will prepare recommendations for consideration by the municipal councils.

3.6 Plan Termination/Repeal

- 1) After ten years from the date of the final approval of the Inter-municipal Development Plan, either municipality may initiate the process to terminate/repeal the plan.
- 2) The following procedure to repeal the Plan shall be followed:
 - a) The Town or County may give the other municipality written notice of its intention to repeal the plan.
 - b) Within thirty days of the written notice, an Inter-municipal Committee meeting shall be convened.
 - c) Following the Inter-municipal Committee meeting, the municipality initiating the repeal procedure may either withdraw its intention to repeal the Plan by giving written notice to the other municipality or proceed to consider a bylaw in accordance with the Municipal Government Act to repeal the plan.
 - d) Once one municipality has passed a bylaw to repeal the Plan the other municipality shall also proceed to pass a bylaw repealing the plan.
 - e) In the event the Plan is repealed, the Town and County shall amend their Municipal Development Plans respectively to address the inter-municipal issues in accordance with the Municipal Government Act. Should these required amendments not satisfy the neighbouring municipality the matter may be appealed to the Municipal Government Board.
 - f) Should the Plan be repealed all other agreements relating to developments in the Plan Area will continue to be in force, unless otherwise stipulated in the agreements.

3.7 Annexation

- 1) The County recognizes and agrees that the Town will need additional land to grow and will support annexations that will provide for 20 years of projected growth within the boundaries of the Town and which require municipal utility services from the Town.
- 2) The annexation process may be initiated by the Town through the preparation of a Growth Study and in accordance with the Municipal Government Act.

- 3) The Town and County will endeavour to reach an inter-municipal agreement on the annexation prior to submitting the annexation to the Municipal Government Board.

3.8 Dispute Resolution

- 1) The Town and County agree that disputes relating to the Inter-municipal Development Plan shall be restricted to the following:
 - a) Lack of agreement on proposed amendments to the plan;
 - b) Lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the Plan area; or
 - c) Lack of agreement on an interpretation of this plan.
- 2) Lack of agreement pursuant to s. 3.8(1)(a) or (b) is defined as a statutory plan, land use bylaw or amendment to either which is given first reading by a Council which the other Council deems to be inconsistent with the policies of this Plan or detrimental to their planning interests as a municipality.
- 3) A dispute shall be limited to the decisions on the matters listed in 3.8(1). Any other appeal shall be made to the appropriate approving authority or appeal board that deals with that issue.
- 4) The dispute resolution process may only be initiated by Town or County Councils.
- 5) Identification of a dispute and the desire to go through the dispute resolution process may occur at any time regarding a 3.8(1)(c) dispute matter and may only occur within 30 calendar days of a decision made pursuant to 3.8(2). Once either municipality has received written notice of a dispute, the dispute resolution process must be started within 15 calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.
- 6) In the event the dispute resolution process is initiated the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has been concluded.
- 7) In the event mediation does not resolve the dispute, the Municipality may proceed to adopt the bylaw and in accordance with the Municipal Government Act, the other municipality will have the right to appeal to the Municipal Government Board.

3.9 Dispute Resolution Process

- 1) Stage 1 Administrative Review - The Chief Administrative Officers of both municipalities will meet in an attempt to resolve the issue first. Failing resolution, the dispute will then be referred to the Inter-municipal Committee. In the event a resolution is not achieved by the 30th day following the first meeting of the Chief Administrative Officer of both Municipalities, either municipality may refer the dispute to the Inter-municipal Committee.

- 2) Stage 2 Inter-municipal Committee Review – The Committee will convene to consider and attempt to resolve the dispute. Failing resolution, the dispute will then be referred to mediation. In the event a resolution is not achieved by the 30th day following the first meeting of the Inter-municipal Committee, either municipality may refer the dispute to the Mediation.
- 3) Stage 3 Mediation – The services of an independent mediator will be retained, with the mediator to present a written recommendation to both Councils. The costs of mediation shall be shared equally between the Town and County.
- 4) Stage 4 Municipal Government Board – In the event the mediation process does not resolve the dispute, the Municipality may proceed to adopt the bylaw and in accordance with the Municipal Government Act, the other municipality will have the right to appeal to the Municipal Government Board.

3.10 Correspondence

- 1) Written notice under this Plan shall be addressed as follows:

- a) In the case of Flagstaff County to:

**Flagstaff County
c/o Chief Administrative Officer
P.O. Box 358, Sedgewick, AB T0B 4C0**

- b) In the case of the Town of Sedgewick to:

**Town of Sedgewick
c/o Chief Administrative Officer
P.O. Box 129, Sedgewick, AB T0B 2L0**

IN WITNESS WHEREOF the parties have affixed their corporate seals as attested by the duly authorized signing officers of the parties as of the first day above written.

FLAGSTAFF COUNTY

Reeve

Chief Administrative Officer

TOWN OF SEDGEWICK

Mayor

Chief Administrative Officer

“Schedule A” – Town of Sedgewick Land Use Bylaw Light Industrial Business District

Section 70: LIB Light Industrial Business District

70.1 Purpose:

To provide an area for planned light industrial business parks containing clean industrial uses with compatible commercial uses.

70.2 Uses:

Permitted Uses	Discretionary Uses
Automobile and RV Sales and Rental	Abattoir
Automobile Service Station	Accessory Use
Automobile Supply Store	Auction Mart
Bank / Financial Institution	Autobody and Repair Shop
Caterer	Automobile Repair Garage
Clinic	Bottled Gas Sales and Storage
Convenience Food Store	Caretaker's Residence
Contracting Services – Minor	Communication Tower
Farm Supply Store	Concrete Manufacturing/Plant
Florist Shop	Contracting Services - Major
Food and/or Beverage Service Facility	Dry Cleaning and Laundry Plant / Depot
Gas Bar	Dwelling Units Above Ground Floor Business
Handicraft Business	Feed Mills and Grain Elevators
Hotel	Gaming or Gambling Establishment
Laundromat	Industry/Manufacturing – Small Scale
Light Equipment Repair / Rental	Laboratory
Motel	Livestock Auction Mart
Office Building	Oilfield Support Services
Personal Service Shop	Parking Facility
Pharmacy	Propane Transfer Facility
Public Use	Recreational Amusement Park
Restaurant – All Types	Recreation Facility
Retail Store	Recycling Depot
Shopping Centre	Research Facility
Sign	Seed Cleaning Plant
Supermarket	Tanker Truck Washing Facility
Theatre – Movie	Taxi / Bus Depot
Truck and Sectional Home Sales and Rental	Temporary Mobile Commercial Sales
Truck Stop	Transport/Truck Operation
Veterinary Clinic	Truck and Sectional Home Sales and Rental
Warehouse Store	Truck Stop
	Utility Building
	Vehicle Wash
	Similar Use

70.3 Site Regulations:

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

Minimum Parcel Area	0.4 hectares (1.0 acres).
Minimum Parcel Frontage	30 metres (98.4 feet).
Maximum Building Height	10.0 metres (32.8 feet) without approval of the Development Authority.
Front Yard Setback	9.0 metres (29.5 feet).
Side Yard Setback	3.0 metres (9.8 feet).
Rear Yard Setback	3.0 metres, except where abutting a residential district 7.5 metres (24.6 feet).
Landscaping	When a development is proposed adjacent to a residential land use district, a public park, or a recreational uses, a buffer shall be provided and maintained to the satisfaction of the Development Authority. The buffer may be comprised of any or all of the following: landscaped greenspace; closed or open fencing; trees; and earth berming.
Parking and Loading	Part 8 of this Bylaw.
Outdoor Storage	All outdoor storage shall be screened. All outdoor display shall be screened from residential districts. Storage is not allowed in front yard. Garbage storage shall not have an adverse impact on the use or circulation on the parcel or adjacent parcels.

Flagstaff County

IDPs w/ Forestburg, Killam, Hardisty, and Sedgewick – Full Review Cost Estimate



August 21, 2014

Thank you for the opportunity to prepare a cost estimate to do a full review and update to the Flagstaff County & Village of Forestburg IDP, the Flagstaff County & Town of Hardisty IDP, the Flagstaff County & Town of Killam IDP, and Flagstaff County & the Town of Sedgewick IDP.

The prices for each project are based on a tentative work plan that includes the following seven meetings with the Intermunicipal Development Committee, Council(s) (as required) and the public at large:

1. Start Up Meeting (with IDP Committees)
2. Issue Identification and Review Meeting (with IDP Committees)
3. Draft IDP Review Meeting #1 (with IDP Committees)
4. Draft IDP Review Meeting #2 (with IDP Committees)
- 4b. Draft IDP Review Meeting (with representatives of Alberta Transportation)*
Flagstaff County & Town of Hardisty IDP only
5. Public Open House – Review Draft IDP (with local residents and stakeholders)
6. Draft IDP Review Meeting #3 Meeting to Review Public Open House Results and Receive Guidance (with IDP Committees)
7. Public Hearing (with Council, administration and local residents)

Deliverables for the project include:

1. Consultation with agencies and stakeholders for the duration of the project
2. Preparation of meeting materials (including agenda packages and minutes from all meetings held with the IDP Committees)
3. Public Consultation Program including:
 - a. Preparation of meeting materials, presentation and facilitation materials for two (2) public open houses (one at the beginning of the project to provide

information to the community about the purpose of the project and one at the end of the project prior to 1st reading to present the documents to the community and stakeholders and solicit feedback)

- b. Project Blog and Facebook page to provide regular updates to stakeholders and community members on the progress of the project.
 - c. Preparation for and presentation at public hearing
- 4. Preparation of new draft documents for review with the IDP Committees and stakeholders. New documents will include:
 - a. up-to-date demographic and development statistic information
 - b. amendments to reflect new provincial regulations and statutes
 - c. revised mapping
 - d. incorporation of all text and mapping amendments
- 5. Upon completion of the review, MPS will provide the municipalities with:
 - 6. Two (2) paper copies each of the new Intermunicipal Development Plans, (in addition to electronic copies of the document(s) and mapping files in shape file and PDF formats).

Flagstaff County & Town of Sedgewick IDP Full Review

	Jane Dauphinee Principal \$130.00	James Haney Planner \$100.00	Spencer Andres Planner \$80.00	Brad MacDonald Mapping & Graphics \$80.00	Materials	Totals Costs
Travel						
Travel (2/3 Rate)	\$82.50	\$66.70	\$52.80	\$52.80		
Trips	7	2	3	0		
Duration (Hours)	35	10	15	0		
Total Time Expense	\$2,887.50	\$667.00	\$792.00	\$0.00		
Mileage (\$250/trip)	\$1,750.00	\$0.00	\$0.00	\$0.00		
Total Cost	\$4,637.50	\$667.00	\$792.00	\$0.00		\$6,096.50
Meetings						
Meetings	7	2	3	0	\$125.00	
Duration (Hours)	17.5	5	7.5	0		
Total Cost	\$2,275.00	\$500.00	\$600.00	\$0.00	\$125.00	\$3,500.00
Planning						
Phase 1 Hours	10	20	20	20		
Phase 2 Hours	20	20	20	10		
Phase 3 Hours	15	10	10	10		
Phase 4 Hours	10	5	5	0		
Total Cost	\$7,150.00	\$5,500.00	\$4,400.00	\$3,200.00		\$20,250.00
Total						\$29,846.50

If a more detailed proposal is requested, we would be happy to provide one.

Should Council or administration have any questions or comments concerning this cost estimate, please feel free to contact our office at any time.

Sincerely,

Brad MacDonald, M.Planner
Planner, Municipal Planning Services (2009) Ltd.
T: 780.486.1991 x224
E: b.macdonald@munplan.ab.ca

Flagstaff County

IDPs w/ Forestburg, Killam, Hardisty, and Sedgewick – Focused Review Cost Estimate



August 21, 2014

Thank you for the opportunity to prepare a cost estimate to do a focused review and update to the Flagstaff County & Village of Forestburg IDP, the Flagstaff County & Town of Hardisty IDP, the Flagstaff County & Town of Hardisty IDP, and Flagstaff County & the Town of Sedgewick IDP. The focused review will centre on identifying and resolving a small number (approximately 4–6) of land use and development issues with the current IDPs, as identified by the Councils and Administrations by amendment to the existing IDPs.

The prices for each project indicated is based on a tentative work plan that includes the following five meetings with Councils, administrations and the public at large:

1. Start Up Meeting and Discussion of Focused Review Issues (with Council representatives and administrations)
2. Meeting to Review Proposed Changes to the IDP (with Council representatives and administrations)
3. Public Open House – Review Proposed Changes to the IDP (with local residents and stakeholders)
4. Meeting to Review Public Open House Results and Receive Guidance (with Council representatives and administrations)
5. Public Hearing (with Councils, administrations and local residents)

Deliverables for these projects include:

1. The bylaw amendments
2. The public consultation program, including:
 - a. Letters to stakeholders and agencies
 - b. Display materials and presentation for the public open house
 - c. Report to Council and Administration on the results of the public open house
3. Revisions to the proposed bylaw amendments for 1st Reading
4. Materials and presentation for the public hearings

5. Revisions (if required) to the proposed amendments, including preparation of the amending motions (if required) prior to 2nd and 3rd Reading.

Flagstaff County & Town of Sedgewick IDP Focused Review

	Jane Dauphinee Principal \$130.00	James Haney Planner \$100.00	Spencer Andres Planner \$80.00	Brad MacDonald Mapping & Graphics \$80.00	Materials	Totals Costs
Travel						
Travel (2/3 Rate)	\$82.50	\$66.70	\$52.80	\$52.80		
Trips	5	0	1	0		
Duration (Hours)	25	0	5	0		
Total Time Expense	\$2,062.50	\$0.00	\$264.00	\$0.00		
Mileage (\$250/trip)	\$1,250.00	\$0.00	\$0.00	\$0.00		
Total Cost	\$3,312.50	\$0.00	\$264.00	\$0.00		\$3,576.50
Meetings						
Meetings	5	0	1	0	\$125.00	
Duration (Hours)	12.5	0	2.5	0		
Total Cost	\$1,625.00	\$0.00	\$200.00	\$0.00	\$125.00	\$1,950.00
Planning						
Phase 1 Hours	5	10	10	20		
Phase 2 Hours	5	10	10	5		
Phase 3 Hours	5	5	10	5		
Phase 4 Hours	5	0	0	0		
Total Cost	\$2,600.00	\$2,500.00	\$2,400.00	\$2,400.00		\$9,900.00
Total						\$15,426.50

If a more detailed proposal is requested, we would be happy to provide one.

Should Council or administration have any questions or comments concerning this cost estimate, please feel free to contact our office at any time.

Sincerely,

Brad MacDonald, M.Planner

Planner, Municipal Planning Services (2009) Ltd.

T: 780.486.1991 x224

E: b.macdonald@munplan.ab.ca

Request for Decision (RFD)

Topic:	Flagstaff Intermunicipal Partnership (FIP) – Work Plan
Initiated by:	Regional Co-operation Work Plan
Prepared by:	Amanda Davis
Attachments:	B4.1 FIP Follow Up Action List B4.2 Letter of Inquiry- Daysland

Recommendation:

That the Town of Sedgewick support an application to the Alberta Collaboration Program for the development of an Employee Health and Safety Program.

Background:

The FIP work plan identified political and operational priorities.

The Alberta Collaboration Program (ACP) application deadline is November 30th, 2014. Only two projects may be applied for under this ACP grant per organization.

Member municipalities approved project one as the Regional Governance Study. The second project in which an application must be submit for is an Employee Health & Safety Program.

Current:

Rod Krips, CAO for the Town of Daysland was tasked with coordinating the Employee Safety Program. At the August 19th, 2014 CAO meeting Krips arranged a presentation with D. Williamson of SDI regarding health and safety programs.

Our next step is to sub an application to the ACP program – the overall goal would be financial support for the development of an Employee Health & Safety Program – a letter of support is required.

FLAGSTAFF INTERGOVERNMENTAL PARTNERSHIP FOLLOW-UP ACTION LIST

April 2014

ACTIVITY	WHO	WHEN	NOTES
PROTOCOL			
Follow-up Action List Distribution	Deb	May	<i>After each FIP Meeting</i>
Updated Protocol	Deb.FIP	June	
- Approval	Councils	July	
Fall Meeting	Deb	Oct	
Steering Committee Meeting Schedule	Deb	May	<i>Ongoing thereafter</i>
Regular media releases	Deb	May	<i>Ongoing thereafter</i>
POLITICAL ACTION PLAN			
NOW			
Economic Development Session	Shelly	Oct.	<i>Fall Forum</i>
Regional Vision Workshop	Kim	Oct.	<i>Fall Forum</i>
Regional Governance Study Application	Shelly	June	
NEXT			
Regional Recreation Master Plan: ToR	Deb	Oct.	<i>For 2015</i>
Regional Marketing Strategy			<i>After EDS</i>
Waste Management Review : Request	Deb	May	<i>For Forum Report</i>
ADVOCACY			
AHS – Medical Services Position			
FRHG Support			
Medical Recruitment Committee Support			
OPERATIONAL ACTION PLAN			
Joint Tender Review	Amanda	Aug.	<i>For 2015 tender</i>
Public Work Services Review	Kim	May	
Employee Safety Program: Proposal	Rod	Oct.	<i>For 2015 budget</i>
Baseline Infrastructure Assessment : ToR/\$	Leslie	Dec.	<i>For 2015 budget</i>



P.O. Box 610
Daysland, Alberta
T0B 1A0

www.Daysland.com
info@Daysland.com

5130 - 50 Street
Telephone: 780-374-3767
Fax: 780-374-2455

September 3, 2014

Flagstaff Inter-Municipal Partnership Members

Re: Employee Health & Safety Program

As per our discussions and presentation from Mr. Dave Williamson of SDI on August 19th, 2014, I was instructed to investigate the possibility of a grant from the Alberta Community Partnership for the purpose of building a partnership in the delivery of a health and safety program for the FIP municipalities.

As per the minutes of the August 19th, 2014 CAO meeting, working together in a partnership with SDI would have many benefits including:

- Shared resources & policies
- Customized assessments meeting individual municipalities needs
- Shared training
- Opportunity to share corporate policy
- Mirrored policies, easier to transition to regional policies
- Having a trusted resource to give answers

As per Shelly Armstrong's note in the regional governance study letter, the ACP guidelines state applications received for the current 2014/2015 year do not require any cost sharing. From 2015/2016 onward there is a cost sharing requirement. The maximum funding has increased to \$350,000. The deadline for this grant application is November 30th, 2014.

I would appreciate your Council's consideration in participating in this proposed project by September 30th, 2014. If you have any questions, please do not hesitate to give me a call.

Sincerely

Rod Krips, CAO

Request for Decision (RFD)

Topic: Electrical Franchise Fee - 2015
Initiated by: Article 5 of the Electrical Distribution System Franchise Fee Agreement
Prepared by: Amanda Davis
Attachments: B5.1 Impact Assessment 6 – 6.5%
 B5.2 Impact Assessment 6-7%
 B5.3 2014 Franchise Fee
 B5.4 Franchise Fee Increase Notice - *Sample*

Recommendation:

Option 1 – that the electrical distribution fee remain unchanged for 2015.

OR

Option 2 – that Council increase the electrical distribution fee 1% totaling 7% overall.

Background:

Every year Fortis Alberta requests every municipality that has a Franchise Agreement to respond in writing with their decision to either **increase, decrease or keep their franchise fee the same**. Your Municipalities **current rate is 6%**.

As per Article 5 of the Electric Distribution System Franchise Agreement, the municipality has the option to adjust the franchise fee percentage annually upon written notice to Fortis Alberta. The percentage increase **must not go over your current cap which is 20%**, this was determined by your council during negotiations of the Fortis Alberta franchise agreement.

*(Please note: The Distribution Tariff revenues shown is an estimate only, and this is subject to change dependent on several factors, including but not limited to; fluctuations in the amount of electrical services within the municipality and their electrical consumption increasing or decreasing, , and/or changes to Transmission or Distribution rates and riders. Also, **Fortis Alberta has estimated a 5% increase in Distribution costs and a 15% in Transmission costs effective January 1, 2015.** We have supplied a calculator on the spreadsheet to assist you with the impact this increase will have on your Franchise fee should the increase be approved by the AUC).*

The following Franchise Fee (FF) rates have been levied by the municipality:

2001-2003	3%
2004	4%
2005 – 2010	5%
2011 - 2014	6%

The following franchise revenues have been received annually:

2002	7,868	2007	14,108	2014	18,624 (7/12)
2003	7,430	2008	15,162		
2004	9,610	2009	16,075		
2005	12,008	2010	17,894		
2006	13,816	2011	20,180		
2012	26,500	2013	27,861		

Current:

Town of Sedgewick - Franchise Fee - Current Rate = 6%		
Rates	Financial Impact	Overall Increase from 2014
6%	34,173	>1,955
6.50%	37,021	>4,803
7.00%	39,869	>7,651

Attached you will find three residential impact assessments; each showing how the above noted increases would affect their monthly invoices. Keep in mind Fortis Alberta's distribution charges have not been factored in yet.

Franchise fees are collected from consumers and payable to municipalities on a monthly basis. Franchise fees are revenues in which we allocate to reduce the overall electrical charges to the municipality. Franchise Fees are negligible on residential properties – many of the non-taxable properties are huge users who would be contributing to the Franchise Fee.

Franchise Contract (Municipal #)	Municipality	Rate Category	2014 Transmission January to June Actuals	2014 Distribution January to June Actuals	2014 Franchise Fee Revenue January to June Actuals	12 Months Transmission (Estimated)	12 Months Distribution (Estimated)	12 Months Franchise Fee (Estimated)	2015 AESO - Flow through Charges-Transmission Increase (Estimated)	2015 FortisAlberta Distribution Increase (Estimated)	2015 Transmission (AESO - Flow through Charges) Including 15% Increase (Estimated)	2015 Distribution (FortisAlberta) Including 5 % Increase (Estimated)	2015 D&T Including Distribution Increase & Transmission Increase	2015 D&T Including Tariff Increase & Franchise Fee at Current Rate	2015 Franchise Fee Revenue at the New Franchise Fee Percentage
02-0280	Sedgewick	11 - Residential Service	\$ 44,370	\$ 75,744	\$ 7,419	\$ 88,740	\$ 151,488	\$ 14,838	15%	5%	\$ 102,051	\$ 159,062	\$ 261,113	\$ 276,780	\$ 16,972
02-0280	Sedgewick	26 - Irrigation Service	\$ 5	\$ 7	\$ 1	\$ 11	\$ 14	\$ 2	15%	5%	\$ 12	\$ 15	\$ 27	\$ 29	\$ 2
02-0280	Sedgewick	31 - Street Lights	\$ 1,915	\$ 18,406	\$ 1,279	\$ 3,829	\$ 36,812	\$ 2,559	15%	5%	\$ 4,404	\$ 38,653	\$ 43,057	\$ 45,640	\$ 2,799
02-0280	Sedgewick	38 - Yard Lighting Service	\$ 8	\$ 72	\$ 5	\$ 16	\$ 144	\$ 10	15%	5%	\$ 18	\$ 151	\$ 169	\$ 179	\$ 11
02-0280	Sedgewick	41 - Small General Service	\$ 29,370	\$ 42,096	\$ 4,408	\$ 58,739	\$ 84,191	\$ 8,816	15%	5%	\$ 67,550	\$ 88,401	\$ 155,951	\$ 165,308	\$ 10,137
02-0280	Sedgewick	41D - Small Gen. Service Flat Rate Only	\$ 400	\$ 761	\$ 72	\$ 801	\$ 1,522	\$ 144	15%	5%	\$ 921	\$ 1,598	\$ 2,519	\$ 2,670	\$ 164
02-0280	Sedgewick	61 - General Service	\$ 30,551	\$ 17,357	\$ 2,925	\$ 61,101	\$ 34,714	\$ 5,850	15%	5%	\$ 70,267	\$ 36,449	\$ 106,716	\$ 113,119	\$ 6,937
Totals			\$ 106,619	\$ 154,442	\$ 16,109	\$ 213,237	\$ 308,885	\$ 32,218			\$ 245,223	\$ 324,329	\$ 569,552	\$ 603,725	\$ 37,021

2014 Franchise Fee	6.00%
2014 Estimated Revenue	\$ 32,218
2015 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$ 34,173
Franchise Fee Calculator Changes:	
Yellow area is to calculate different franchise fee.	
2015 Proposed Franchise Percentage	6.50%
2015 Estimated Franchise Fee Revenue if your Percentage is changed	\$ 37,021
Difference in Franchise Fees Collected from 2014 to 2015 with Proposed D&T Increases.	\$ 4,803

Key Considerations:
At present time we have estimated the increase in rates for Distribution & Transmission.



Franchise Fee Estimating Tool is For Information Purposes Only

This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption 625 kWh

Billing Period 30 Days

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (July 1, 2014 Distribution Tariff) Based on Current 6% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$0.050661	625 kWh	\$31.66
Basic Daily Charge	\$0.7000	30 Days	\$21.00
			\$52.66

Current Franchise Fee	6.00%	\$3.16
GST	5.0%	\$2.79
		\$58.61

Current Annual Franchise Fee Costs: \$3.16 * 12 = \$37.91

Proposed Residential Customer Monthly Costs

***Proposed has not been approved by the Alberta Utilities Commission**

Rate 11 (Estimated Distribution Tariff) Based on Proposed 6.5% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$0.056288	625 kWh	\$35.18
Basic Daily Charge	\$0.7350	30 Days	\$22.05
			\$57.23

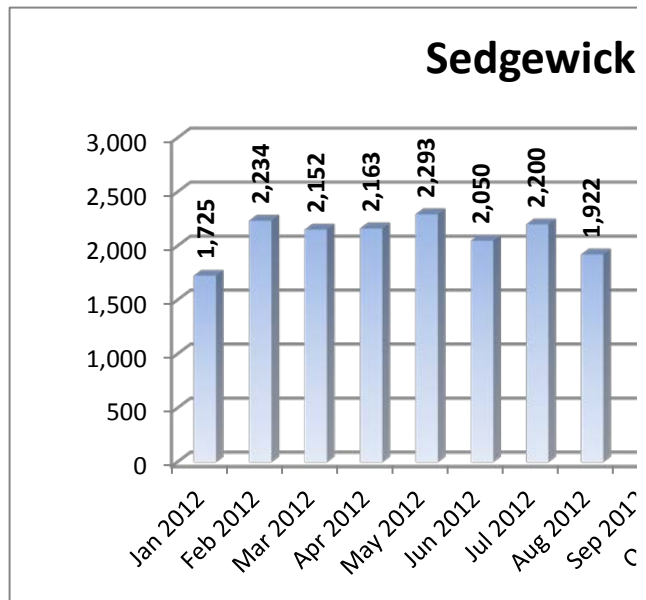
Proposed Distribution Component of the Rate Increase at 5%	\$2.86
	\$60.09

Estimated Proposed Franchise Fee	6.50%	\$3.72
GST	5.0%	\$3.05
		\$66.86

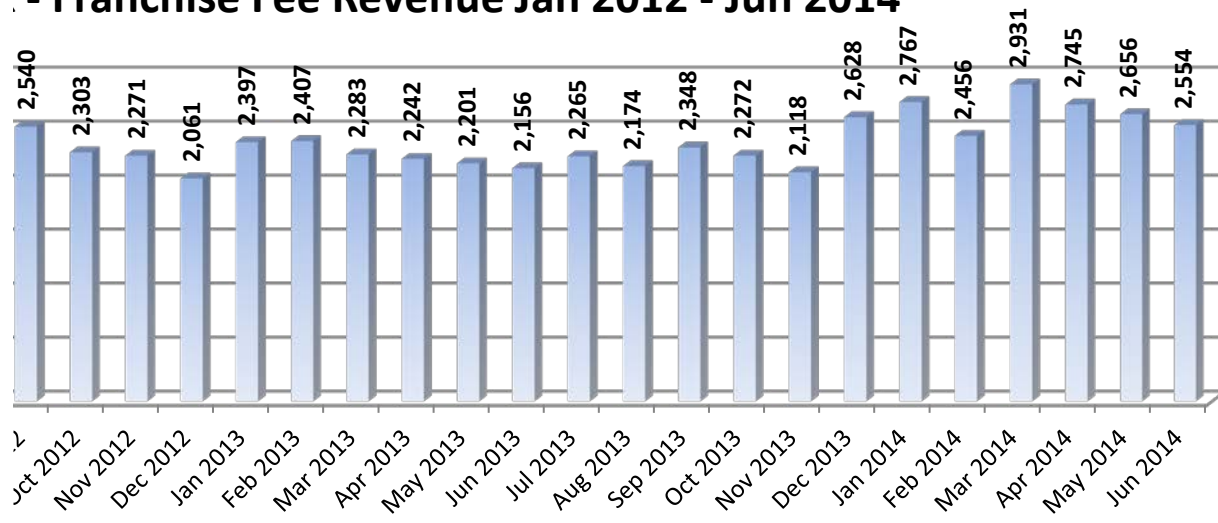
Proposed Annual Franchise Fee Cost: \$3.72 * 12 = \$44.63

***Actual Rates will be confirmed by December 2014**

Month/Year	Franchise Fee Revenue
Jan 2012	1,725
Feb 2012	2,234
Mar 2012	2,152
Apr 2012	2,163
May 2012	2,293
Jun 2012	2,050
Jul 2012	2,200
Aug 2012	1,922
Sep 2012	2,540
Oct 2012	2,303
Nov 2012	2,271
Dec 2012	2,061
2012 Total	25,915
Jan 2013	2,397
Feb 2013	2,407
Mar 2013	2,283
Apr 2013	2,242
May 2013	2,201
Jun 2013	2,156
Jul 2013	2,265
Aug 2013	2,174
Sep 2013	2,348
Oct 2013	2,272
Nov 2013	2,118
Dec 2013	2,628
2013 Total	27,490
Jan 2014	2,767
Feb 2014	2,456
Mar 2014	2,931
Apr 2014	2,745
May 2014	2,656
Jun 2014	2,554
2014 Total	16,109



- Franchise Fee Revenue Jan 2012 - Jun 2014



Franchise Contract (Municipal #)	Municipality	Rate Category	2014 Transmission January to June Actuals	2014 Distribution January to June Actuals	2014 Franchise Fee Revenue January to June Actuals	12 Months Transmission (Estimated)	12 Months Distribution (Estimated)	12 Months Franchise Fee (Estimated)	2015 AESO - Flow through Charges-Transmission Increase (Estimated)	2015 FortisAlberta Distribution Increase (Estimated)	2015 Transmission (AESO - Flow through Charges) Including 15% Increase (Estimated)	2015 Distribution (FortisAlberta) Including 5 % Increase (Estimated)	2015 D&T Including Distribution Increase & Transmission Increase	2015 D&T Including Tariff Increase & Franchise Fee at Current Rate	2015 Franchise Fee Revenue at the New Franchise Fee Percentage
02-0280	Sedgewick	11 - Residential Service	\$ 44,370	\$ 75,744	\$ 7,419	\$ 88,740	\$ 151,488	\$ 14,838	15%	5%	\$ 102,051	\$ 159,062	\$ 261,113	\$ 276,780	\$ 18,278
02-0280	Sedgewick	26 - Irrigation Service	\$ 5	\$ 7	\$ 1	\$ 11	\$ 14	\$ 2	15%	5%	\$ 12	\$ 15	\$ 27	\$ 29	\$ 2
02-0280	Sedgewick	31 - Street Lights	\$ 1,915	\$ 18,406	\$ 1,279	\$ 3,829	\$ 36,812	\$ 2,559	15%	5%	\$ 4,404	\$ 38,653	\$ 43,057	\$ 45,640	\$ 3,014
02-0280	Sedgewick	38 - Yard Lighting Service	\$ 8	\$ 72	\$ 5	\$ 16	\$ 144	\$ 10	15%	5%	\$ 18	\$ 151	\$ 169	\$ 179	\$ 12
02-0280	Sedgewick	41 - Small General Service	\$ 29,370	\$ 42,096	\$ 4,408	\$ 58,739	\$ 84,191	\$ 8,816	15%	5%	\$ 67,550	\$ 88,401	\$ 155,951	\$ 165,308	\$ 10,917
02-0280	Sedgewick	41D - Small Gen. Service Flat Rate Only	\$ 400	\$ 761	\$ 72	\$ 801	\$ 1,522	\$ 144	15%	5%	\$ 921	\$ 1,598	\$ 2,519	\$ 2,670	\$ 176
02-0280	Sedgewick	61 - General Service	\$ 30,551	\$ 17,357	\$ 2,925	\$ 61,101	\$ 34,714	\$ 5,850	15%	5%	\$ 70,267	\$ 36,449	\$ 106,716	\$ 113,119	\$ 7,470
Totals			\$ 106,619	\$ 154,442	\$ 16,109	\$ 213,237	\$ 308,885	\$ 32,218			\$ 245,223	\$ 324,329	\$ 569,552	\$ 603,725	\$ 39,869

2014 Franchise Fee	6.00%
2014 Estimated Revenue	\$ 32,218
2015 Estimated Franchise Fee Revenue if your Franchise Fee remains the same	\$ 34,173
Franchise Fee Calculator Changes:	
Yellow area is to calculate different franchise fee.	
2015 Proposed Franchise Percentage	7.00%
2015 Estimated Franchise Fee Revenue if your Percentage is changed	\$ 39,869
Difference in Franchise Fees Collected from 2014 to 2015 with Proposed D&T Increases.	\$ 7,651

Key Considerations:
At present time we have estimated the increase in rates for Distribution & Transmission.



Franchise Fee Estimating Tool is For Information Purposes Only

This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption 625 kWh

Billing Period 30 Days

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (July 1, 2014 Distribution Tariff) Based on Current 6% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$0.050661	625 kWh	\$31.66
Basic Daily Charge	\$0.7000	30 Days	\$21.00
			\$52.66

Current Franchise Fee	6.00%	\$3.16
GST	5.0%	\$2.79
		\$58.61

Current Annual Franchise Fee Costs: \$3.16 * 12 = \$37.91

Proposed Residential Customer Monthly Costs

***Proposed has not been approved by the Alberta Utilities Commission**

Rate 11 (Estimated Distribution Tariff) Based on Proposed 7% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$0.056288	625 kWh	\$35.18
Basic Daily Charge	\$0.7350	30 Days	\$22.05
			\$57.23

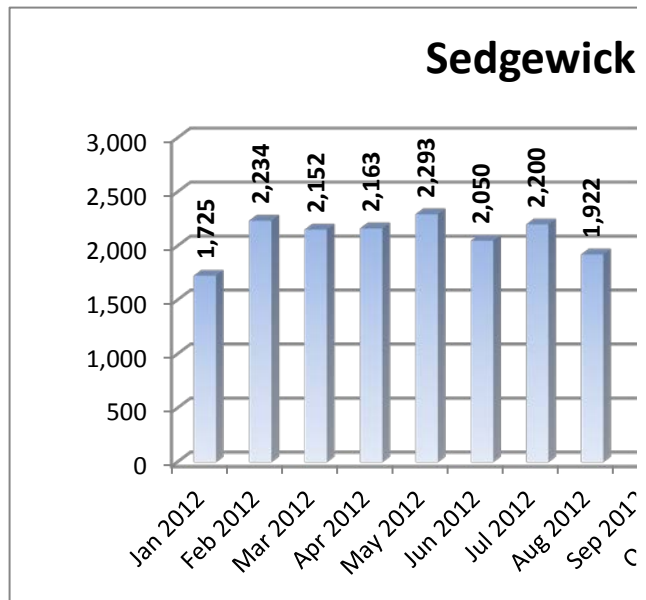
Proposed Distribution Component of the Rate Increase at 5%	\$2.86
	\$60.09

Estimated Proposed Franchise Fee	7.00%	\$4.01
GST	5.0%	\$3.06
		\$67.16

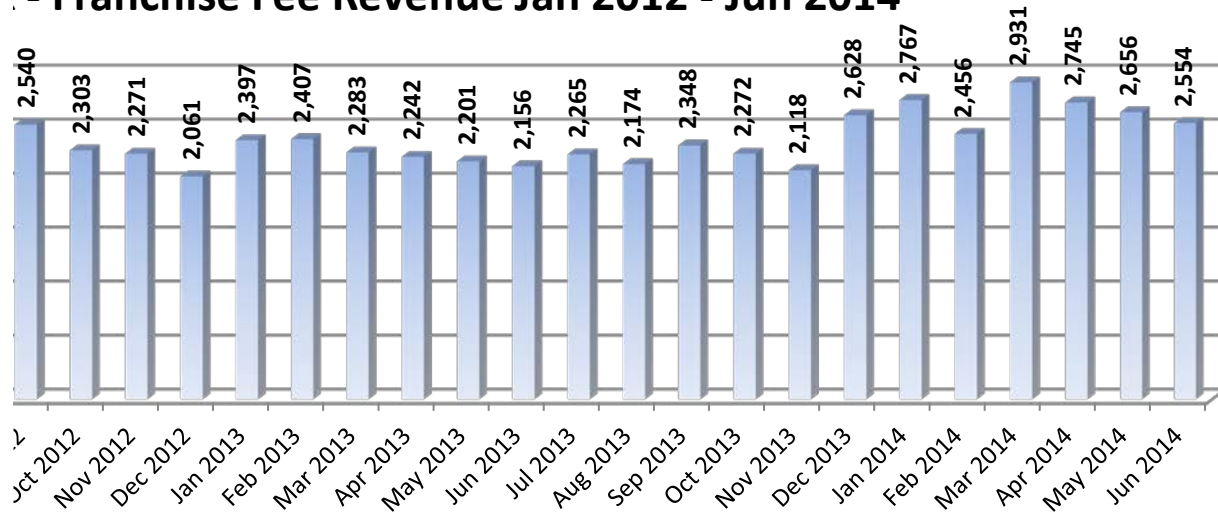
Proposed Annual Franchise Fee Cost: \$4.01 * 12 = \$48.07

***Actual Rates will be confirmed by December 2014**

Month/Year	Franchise Fee Revenue
Jan 2012	1,725
Feb 2012	2,234
Mar 2012	2,152
Apr 2012	2,163
May 2012	2,293
Jun 2012	2,050
Jul 2012	2,200
Aug 2012	1,922
Sep 2012	2,540
Oct 2012	2,303
Nov 2012	2,271
Dec 2012	2,061
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Mar 2013	2,283
Apr 2013	2,242
May 2013	2,201
Jun 2013	2,156
Jul 2013	2,265
Aug 2013	2,174
Sep 2013	2,348
Oct 2013	2,272
Nov 2013	2,118
Dec 2013	2,628
2013 Total	27,490
Jan 2014	2,767
Feb 2014	2,456
Mar 2014	2,931
Apr 2014	2,745
May 2014	2,656
Jun 2014	2,554
2014 Total	16,109



- Franchise Fee Revenue Jan 2012 - Jun 2014



MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to all FortisAlberta distribution tariffs, except riders and rebates, in each municipality.

Price Adjustment A percentage surcharge per the table below will be added to the gross distribution tariff, excluding any riders or charges that relate to pool price deferral account amounts, calculated for each site within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01
01-0003	Airdrie	10%	2013/01/01
03-0004	Alberta Beach	3%	2013/10/01
03-0005	Alix	17%	2013/10/01
03-0007	Amisk	0%	2014/01/01
02-0011	Athabasca	6%	2013/07/01
02-0387	Banff	4%	2012/01/01
03-0363	Barnwell	5%	2013/07/01
03-0013	Barons	0%	2002/03/01
02-0014	Barrhead	5%	2013/10/01
02-0016	Bashaw	3%	2013/07/01
02-0017	Bassano	11.40%	2013/01/01
03-0018	Bawlf	3%	2013/04/01
02-0019	Beaumont	5%	2013/10/01
03-0022	Beiseker	0%	2013/07/01
02-0024	Bentley	10%	2013/10/01
03-0029	Bittern Lake	5%	2003/05/01
02-0030	Black Diamond	10%	2007/01/01
02-0031	Blackfalds	20%	2013/10/01
02-0034	Bon Accord	20%	2013/07/01
02-0039	Bow Island	7%	2013/07/01
02-0040	Bowden	12.55%	2013/10/01
03-0041	Boyle	3%	2002/08/01
03-0042	Breton	20%	2012/01/01
01-0043	Brooks	12.63%	2004/01/01
02-0044	Bruderheim	0%	2013/07/01

Muni Code	Municipality	Rider	Effective
02-0047	Calmar	20%	2013/07/01
01-0048	Camrose	6%	2012/01/01
02-0050	Canmore	8%	2013/10/16
03-0054	Carmangay	0%	2002/02/01
03-0055	Caroline	3%	2003/02/01
02-0056	Carstairs	5%	2008/01/01
03-0061	Champion	15%	2011/03/01
03-0062	Chauvin	9%	2013/01/01
02-0356	Chestermere	11.5%	2014/01/01
03-0064	Chipman	0%	2007/03/01
02-0065	Claresholm	2%	2013/07/01
03-0066	Clive	9%	2013/10/01
03-0068	Clyde	11%	2013/07/01
02-0069	Coaldale	9%	2013/07/01
02-0360	Coalhurst	5%	2014/01/01
02-0070	Cochrane	15%	2006/01/01
03-0076	Coutts	3%	2004/01/01
03-0077	Cowley	5%	2011/01/01
03-0078	Cremona	10%	2009/01/01
02-0079	Crossfield	0%	2002/04/01
09-0361	Crowsnest Pass	16%	2013/04/01
03-0081	Czar	5%	2013/10/01
02-0082	Daysland	5%	2013/07/01
02-0086	Devon	13%	2013/01/01
02-0088	Didsbury	12.50%	2012/01/01
02-0091	Drayton Valley	8%	2008/03/01

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective
03-0093	Duchess	12%	2010/01/01
02-0095	Eckville	10%	2004/01/01
03-0096	Edberg	6%	2010/01/01
03-0097	Edgerton	16%	2014/01/01
02-0100	Edson	5%	2006/01/01
03-0109	Ferintosh	6%	2009/01/01
03-0112	Foremost	5%	2014/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01
02-0124	Gibbons	10%	2013/10/01
03-0128	Glenwood	0%	2002/04/01
02-0135	Granum	5.50%	2013/07/01
02-0143	Hardisty	5%	2013/10/01
03-0144	Hay Lakes	5%	2007/08/01
02-0148	High River	20%	2005/10/01
03-0149	Hill Spring	5%	2014/01/01
02-0151	Hinton	10.70%	2013/01/01
03-0152	Holden	3.50%	2008/01/01
03-0153	Hughenden	0%	2002/12/01
03-0154	Hussar	5%	2014/01/01
02-0180	Innisfail	8%	2013/10/01
03-0182	Irma	10%	2014/01/01
02-0183	Irricana	0%	2013/10/01
04-0185	Island Lake	0%	2006/05/01
02-0188	Killam	6%	2013/01/01
01-0194	Lacombe	6.20%	2013/10/01
02-0197	Lamont	5%	2013/07/01
01-0200	Leduc	16%	2014/01/01
02-0202	Legal	0%	2013/07/01
03-0207	Lomond	0%	2002/05/01
03-0208	Longview	15%	2008/01/01
03-0209	Lougheed	5%	2011/01/01
02-0211	Magrath	8%	2010/01/01
02-0215	Mayerthorpe	6%	2013/07/01
02-0218	Milk River	10%	2013/01/01
02-0219	Millet	11%	2014/01/01
03-0220	Milo	15%	2014/01/01
02-0224	Morinville	20%	2013/07/01
04-0230	Nakamun Park	0%	2013/10/01
02-0232	Nanton	5%	2013/07/01

Muni Code	Municipality	Rider	Effective
03-0233	New Norway	6%	2009/01/01
03-0236	Nobleford	0%	2013/10/01
02-0238	Okotoks	10%	2014/04/01
02-0239	Olds	8.59%	2011/01/01
02-0240	Onoway	7.50%	2013/10/01
02-0248	Penhold	19%	2014/01/01
02-0249	Picture Butte	8%	2009/01/01
02-0250	Pincher Creek	8%	2009/01/01
02-0257	Provost	20%	2012/01/01
02-0261	Raymond	10%	2014/01/01
02-0265	Redwater	0%	2013/07/01
02-0266	Rimbey	7%	2013/07/01
02-0268	Rocky Mtn House	7.50%	2013/07/01
03-0272	Rosemary	8%	2014/01/01
03-0276	Ryley	0%	2013/10/01
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	6%	2014/01/01
04-0283	Silver Sands	3%	2008/02/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	0%	2008/02/01
01-0291	Spruce Grove	18.75%	2014/01/01
01-0292	St. Albert	0%	2002/05/01
03-0295	Standard	0%	2002/12/01
02-0297	Stavelly	3%	2003/02/01
03-0300	Stirling	8%	2014/01/01
02-0301	Stony Plain	20%	2013/01/01
02-0303	Strathmore	10%	2014/01/01
03-0304	Strome	8%	2003/04/01
02-0307	Sundre	5%	2013/10/01
04-0386	Sunrise Beach	0%	2008/08/01
04-0308	Sunset Point	0%	2003/03/01
02-0310	Sylvan Lake	10%	2013/10/01
02-0311	Taber	20%	2013/10/01
03-0315	Thorsby	20%	2014/01/01
02-0318	Tofield	5%	2002/10/01
02-0321	Turner Valley	10%	2009/01/01
02-0326	Vauxhall	0%	2013/10/01
02-0331	Viking	8%	2013/07/01
02-0333	Vulcan	20%	2013/10/01

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective
03-0364	Wabamun	3%	2014/01/01
02-0335	Wainwright	3%	2002/04/01
03-0338	Warburg	10%	2009/01/01
03-0339	Warner	0%	2002/04/01
02-0345	Westlock	12%	2013/07/01

Muni Code	Municipality	Rider	Effective
01-0347	Wetaskiwin	10%	2013/10/01
02-0350	Whitecourt	2.31%	2014/01/01

Sample Advertisement

FRANCHISE FEE INCREASE NOTICE

Please be advised that the (Town) (City) (Village) (Summer Village) of _____ is proposing to increase the local access fee, which is charged to FortisAlberta Inc. (FortisAlberta) for use of municipal lands for its power lines effective January 2015.

The fee is recovered by FortisAlberta from its customers as the local municipal access fee on electric billings of all customers that receive electric service in the (Town) (City) (Village) (Summer Village). This local access fee will be increased from \$1.94 (5%) to \$2.50 (7%) of the delivery charge of FortisAlberta, excluding energy related riders. This calculation is based on 625kWh consumption in 30 days.

Questions or concerns should be directed to _____ (Name),
_____ (Position) at (____) _____ (Phone Number).

Thank you.

Request for Decision (RFD)

Topic: Organizational/Special Council Meeting - Dates
Initiated by: S. 192 of the MGA/Motion #2013.10.271
Prepared by: Amanda Davis
Attachments: n/a

Recommendation:

1. That the Town of Sedgewick's Organizational Meeting be held on October 23rd, 2014 at 6:00 PM followed by the regular Council meeting.
 2. That Council set November 6th and December 4th, 2014 as Special Budget Meetings.
-

Background:

1. Section 192 of the Municipal Government Act (MGA) states:
 - (1) Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October.
2. Pursuant to the October 23rd, 2013 Organizational meeting minutes Special Meetings shall be held on the first Thursday of the month if required.

2013.10.271 MOTION by Clr. W. Dame that pursuant to M.G.A. Section 193 council meeting dates remain the third Thursday of the month at 7:00 pm with Special Meetings to be held the first Thursday of the month if required. CARRIED.

Current:

1. As per the requirements set forth in the MGA Council must hold an Organizational Meeting. This meeting can be held before the October 23rd, 2014 regular Council meeting if desired.
2. To accommodate 2015 budget practices, Special Council meetings are required at the very least in November and December.

Request for Decision (RFD)

Topic: Flagstaff Intermunicipal Partnership (FIP) – Fall Forum
Initiated by: Protocol for Regional Cooperation
Prepared by: Amanda Davis
Attachments: B.10.1 Protocol for Regional Cooperation

Recommendation:

That Council submit and RSVP to the FIP Fall Forum on December 1st, 2014.

Background:

Section 2.4 Regional Cooperation Forum of the Protocol for Regional Cooperation states:

2.4.1 The Regional Cooperation Forum is made up of all elected official of each party and is expected to meet semi-annually to:

- 2.4.1.1 Assess the progress of the regional collaboration efforts;
- 2.4.1.2 Evaluate shared services and determine areas for attention;
- 2.4.1.3 Examine and determine strategic opportunities for cooperation;
- 2.4.1.4 Establish a schedule for regular meetings;
- 2.4.1.5 Adopt a communications strategy for joint decisions;
- 2.4.1.6 Review and approve the regional cooperation strategy.

Current:

FIP's Managing Partner has scheduled the Fall Forum for December 1st, 2014 in Forestburg. An RSVP is required.

Good Afternoon,

Mayor Thomas has requested that I send an invitation to all Mayors and the Reeve to a supper meeting here in Alliance on Monday, September 29th at 6 PM.

We will meet at the Alliance Community Multiplex which is located on the Recreation Grounds at the north end of Main Street.

Please note that this date was changed (originally Sept. 22) due to conflicts with other committee meetings and a very busy week being the AUMA Convention which most of the Mayors will be attending.

Leanne Grant, Alberta Health Services Area Director for Camrose, Flagstaff and Beaver Counties will be a guest speaker.

If you have anything you wish to put on the agenda for discussion, please let us know.

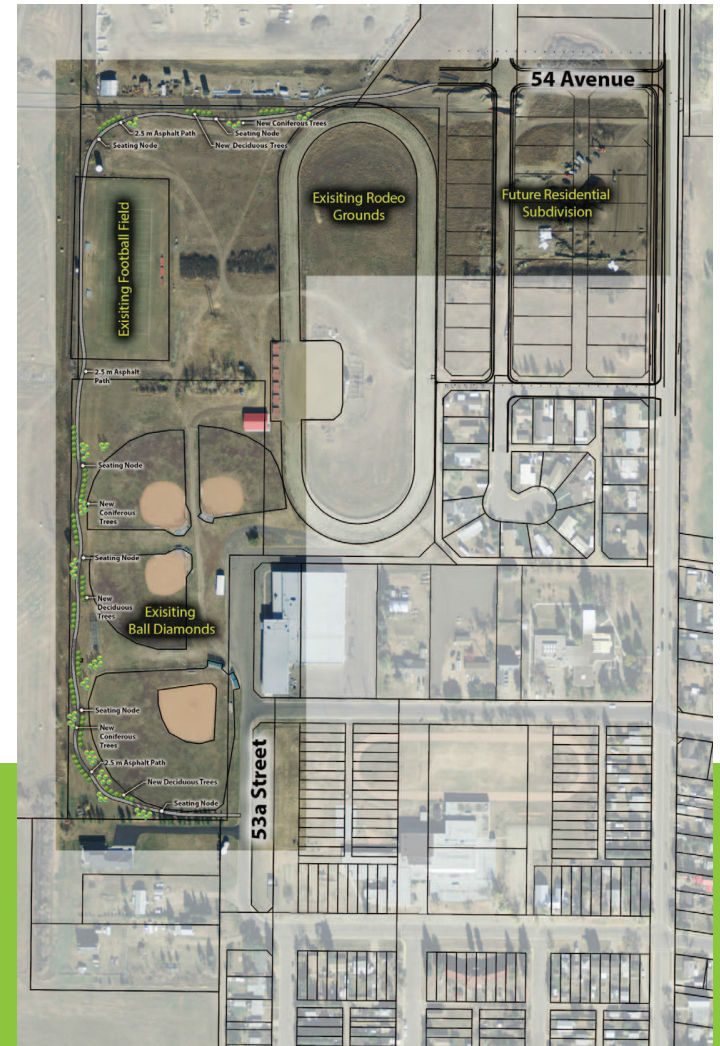
We would appreciate RSVP by the morning of Sept. 29th.



Existing Conditions



After Tree and Brush Clearing



Future Trail Alignment and Planting

Town of Sedgewick

Walking Trail Upgrades

September 2014



Existing Conditions



After Tree and Brush Clearing



Future Trail Alignment and Planting



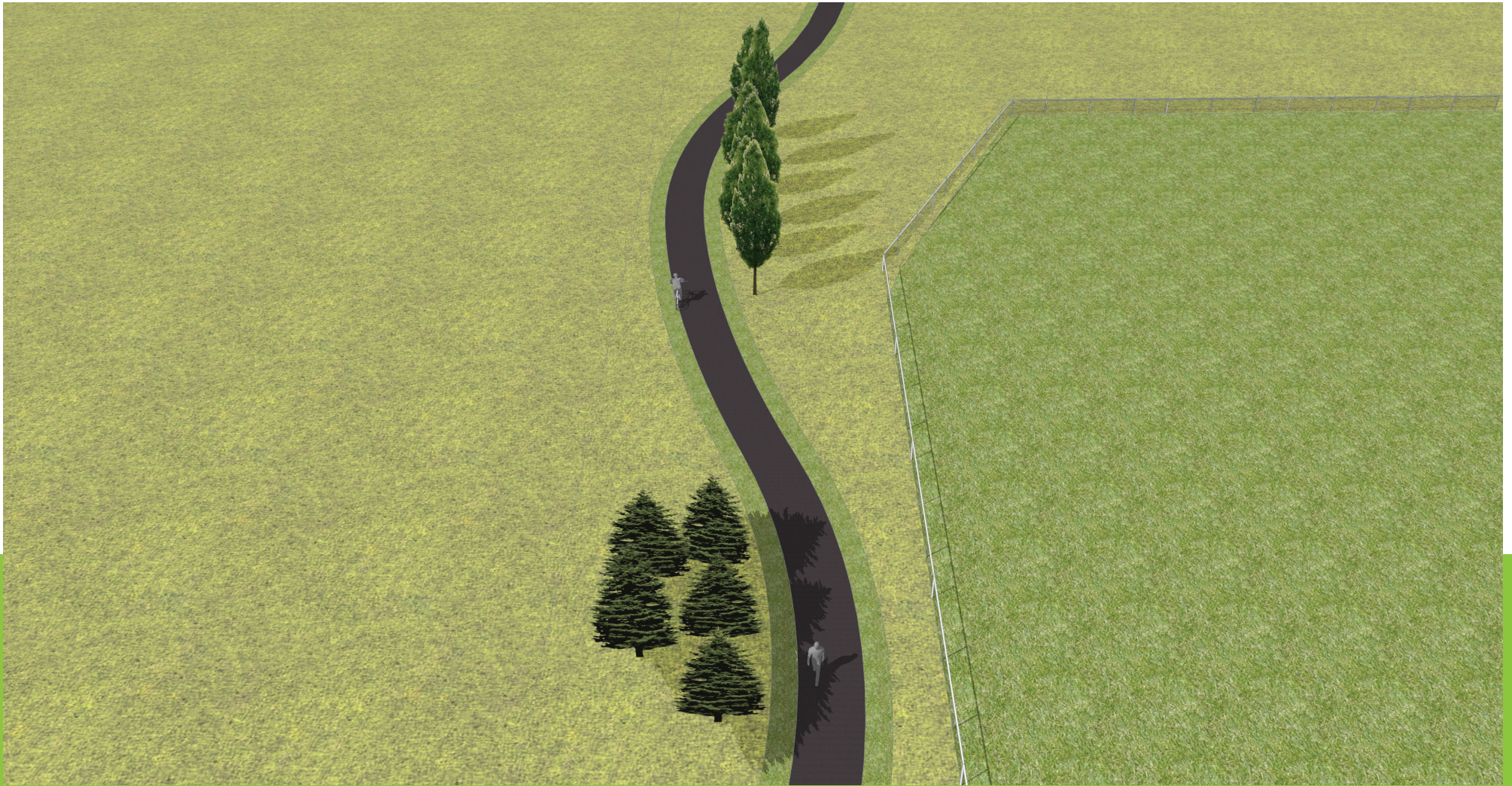
Town of Sedgewick

Walking Trail Upgrades
September 2014



Town of Sedgewick

Walking Trail Upgrades
September 2014



Town of Sedgewick

Walking Trail Upgrades
September 2014

Open Discussion

Topic:	Round Table
Initiated by:	Mayor Robinson
Prepared by:	Amanda Davis
Attachments:	n/a

Background:

Mayor Robinson identified the need to continue with round table discussions. The intent of the discussion is to provide members of council an opportunity to address ideas or concerns in an open manner.

Process for a round table:

Each Councillor has the opportunity to speak for approx. 5 minutes, there should NEVER be decisions made or deliberated at this point. This is strictly an opportunity for open communication however Council may direct Administration to provide follow-up information at the next meeting.

Reminder, stay focused and on track or meetings could get very lengthy.