



# 1. CALL THE MEETING TO ORDER



## 2. ADOPTION OF THE AGENDA

Agenda  
Village of Nampa  
Council Meeting  
August 21, 2018  
Village of Nampa Council Chambers  
7:00 p.m.

**1. Call the meeting to order**

**2. Adoption of the agenda**

**3. Adoption of Previous Minutes**

- 3.1 Minutes of the Regular Council Meeting held July 17, 2018

**4. Business Arising out of the Minutes**

- 4.1 RFD Change to Tax Discount Date

**5 New Business**

- 5.1 Project Scope - Redesign & Modernization of Mill Brown Campground & Ball Diamond
- 5.2 RFD ATCO Electric 2019 Franchise Fee

**6 Reports**

- 6.1a Cheque Listing # 20180371-20180429 July 12, 2018 – August 10, 2018
- 6.1b June & July 2018 Bank Rec
- 6.2 CAO Report August 21, 2018
- 6.3 Public Works Report July 2018 N/A
- 6.4 Mayor/Deputy Mayor/Councilor Reports August 21, 2018
- 6.5 Council Calendars September 2018

**7. Correspondence**

- 7.1 AB Recycling
- 7.2 Honorable Shaye Anderson, Minister of Municipal Affairs, July 25, 2018 RE: Ministerial Order No. MSL:047/18 for Intermunicipal Collaboration Frameworks & Intermunicipal Development Plans
- 7.3 AHS Municipal Update August 2018

**8. In-Camera**

Financial Issue

**9 Adjournment**



### 3. ADOPTION OF PREVIOUS MINUTES



#### 4. BUSINESS ARISING OUT OF THE MINUTES

**Request for Decision (RFD)**  
Council Meeting August 21, 2018

**Topic:**

6% Tax Discount Date Change

**Background:**

Every year the Village offers a 6% discount on the Municipal Levy amount to property owners in the Village if they pay their taxes by August 31 of that year. At last month's council meeting Mayor Skrlík asked to have this item put on the August 21, 2018 agenda for council to discuss. He suggested that the date be changed from August 31 to July 31

**Administration Recommendation:**

For discussion

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

August 13, 2018



## 5. NEW BUSINESS

## PROJECT SCOPE

### Village of Nampa Mill Brown Campground and Ball Diamond Redesign and Modernization

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## PROJECT DESCRIPTION

The Mill Brown Campground and Ball Diamond is a focal point of recreational resources for both residents of the Village and visitors alike. Key amenities include the playground, Ball Diamonds, tennis/basketball court, and camping sites. The park land is owned by the Village and neighbours lands owned by Northern Sunrise County and the Nampa and District Historical Society. These neighbouring lands further enhance the park as they contain the Nampa Village Museum and Farmers Restaurant, making the area both an attractive stop along the road, and a destination in and of itself.

The development of the Village office in 2014 was a significant boost to the area, however the Mill Brown Park immediately to the east has not substantially changed since that time. This redesign will identify ways to refresh and enhance the park to meet the needs of current Village residents and travellers, and to maximize the opportunities presented by the new community amenities to the West.



**FIGURE 1 PARK SITE**

Developing a Park Design will allow the Village to strategically budget for its implementation over the coming years and municipal budget cycles.



## KEY TASKS & ANTICIPATED TIME LINE

<b>Task 1</b>	<b>Site Constraints and Opportunities analysis</b> Understanding the site constraints and opportunities is essential to developing park designs that are realistic, practical and sensitive to neighbouring land uses.  Key Outputs <ul style="list-style-type: none"> <li>i. Site visit</li> <li>ii. Project Start-up Meeting</li> <li>iii. Site research and document review</li> <li>iv. Site base mapping</li> </ul>	<b>September-October 2018</b>
<b>Task 2</b>	<b>Public Engagement and Stakeholder notification</b> Stakeholder notification will ensure that the community-at-large, neighbouring landowners and key user groups are aware of the Redesign Project. The public engagement will focus on understanding what the community and current park users' value about the park, their challenges in using the park, their ideas for improvements and what elements would be of most importance.  Key Outputs <ul style="list-style-type: none"> <li>i. Public notice – available online, mailed to adjacent landowners.</li> <li>ii. Community Survey - both online and paper versions available.</li> <li>iii. Survey Report</li> </ul>	<b>November–December 2018</b>
<b>Task 3</b>	<b>Design Concepts</b> With the understanding and appreciation of the space developed through both Tasks 1 and 2, a number of park design options will be developed, providing options in terms of design and budget implications.  Key Outputs <ul style="list-style-type: none"> <li>i. 3 design concepts</li> <li>ii. Rough Costing</li> <li>iii. Presentation to Council</li> </ul>	<b>November 2018–January 2019</b>
<b>Task 4</b>	<b>Public Engagement on Design Preferences (optional)</b> The various park design options may be presented to the public for feedback on preferred features and overall design.  Key Outputs <ul style="list-style-type: none"> <li>i. Community Survey both online and paper versions available.</li> </ul>	<b>February 2019</b>

<b>Task 5</b>	<b>Final Design &amp; Budget</b> The feedback on the design option will be used to develop a Final Design for Council's acceptance.  Key Outputs <ul style="list-style-type: none"> <li>i. 1 Final Design</li> <li>ii. 1 Project Implementation Budget</li> </ul> *Note the budget will have to be confirmed and updated at each implementation phase.	<b>March 2019</b>
<b>Task 6</b>	<b>Final Concept Submission and Presentation to Council</b> The presentation to Council will give Council the opportunity to formally accept the design concept and direct Administration to integrate funding into the annual budgeting process.  Key Outputs <ul style="list-style-type: none"> <li>i. Presentation to Council</li> </ul>	<b>April 2019</b>
<b><i>Subsequent Village budget processes will determine implementation timelines</i></b>		

**Request for Decision (RFD)**  
Council Meeting August 21, 2018

**Topic:**

Distribution Revenue Forecast for 2019 Franchise Fee ATCO Electric

**Background:**

The franchise agreement that the Village has with ATCO Electric allows for an annual change to the franchise fee percentage. Council must decide if a change is required and what the new fee percentage should be. Council made a motion in January 2016 to change the fee from 1.75 % to 2 %, which is the current fee percentage.

See attached letter from ATCO Electric

**Administration Recommendation:**

Administration would like to recommend that the current percentage fee of 2% remain as is.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

August 13, 2018

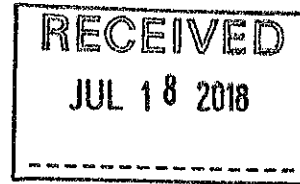
5.2

**ATCO**

2nd Floor, 10035-105 Street  
Edmonton, AB, T5J 2V6

July 1, 2018

Village of Nampa  
P.O. Box 69  
Nampa, Alberta T0H 2R0



Attn: Dianne Roshuk

**Re: Distribution Revenue Forecast for 2019 Franchise Fee**

Your Franchise Agreement allows for an annual change to the franchise fee percentage. However, a certain procedure must be followed, before the fee can be changed. This letter will help you with that procedure.

The steps needed to change the fee are:

1. Your Municipality must decide if a change is required and what the new fee percentage should be. ATCO Electric will provide revenue estimates to help you with this (if the new fee is greater than the pre-approved cap in your franchise, a different process is required).
2. In accordance with the Alberta Utilities Commission (AUC) Decision approving your Franchise Agreement, you must publish a public notice of the proposed change in the local newspaper with the greatest circulation. This notice must include the effect of the proposed change for the average residential customer. ATCO Electric can estimate the new charges and the effect on an average customer bill. We recommend that fee change notices be published before Oct 12, 2018.
3. Residents must have at least 14 days from the publication of the notice to make their concerns known to the Municipality and the Municipality is to respond to these concerns.
4. The Municipality will advise ATCO Electric by letter of the new fee percentage. This letter is to include a copy of the public notice, publication details (date and paper), and any comments the Municipality wants to include on the public response.
5. ATCO Electric will apply to the AUC to change the rate. Copies of the Municipality's letter and notice will be included with ATCO Electric's application. ATCO Electric must receive the municipality's request (complete with a copy of the notice) before November 26, 2018 in order to obtain AUC approval and start billing the new fee January 1, 2019.
6. The AUC must approve the change to ATCO Electric's rates. Provided the Commission is satisfied that proper notice was given and no one has complained directly to the Commission, this approval should come quickly.
7. Once the rate change is approved, ATCO Electric will start to charge and remit the new fee.

The following information will help you decide on the appropriate fee percentage.

Current Fee Percentage	Current Fee Cap	Distribution Revenue Previous calendar year	Estimated 2018 Distribution Revenue	Estimated 2019 Distribution Revenue
2% of distribution Revenue	20%	\$488,218.82	\$549,945.99 Estimated on 4 months data	\$561,219.88 Amortized (inflation index)

To estimate the franchise fee, multiply the fee percentage by the estimated Distribution Revenue. When calculating your revenue requirements please remember that this fee is paid in addition to the linear taxes on the distribution system.

We are available to discuss this with you in more detail. If you have any questions or comments please call me at 780-624-6751.

Yours truly,

Barry Himer - Area Supervisor  
North Peace District - Peace River  
barry.himer@atco.com

cc W Landshoff, AE Edmonton



## 6. REPORTS



# VILLAGE OF NAMPA

## Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20180371	2018-07-12	LALIBERTE, BRITTANY				
20180372	2018-07-12	RONDEAU, TRENTON				
20180373	2018-07-12	Roshuk, Dianne G				
20180374	2018-07-12	SURMAN, STEVE C				
20180379	2018-07-12	ARNDT, WILLIAM				
20180380	2018-07-17	DODGSON, TEAL	201807171	PAYMENT CREDIT BALANCE PAID	156.69	156.69
20180381	2018-07-19	ALBERTA ONE CALL CORP.	142404	PAYMENT MTHLY ONE CALL FEE	37.80	37.80
20180382	2018-07-19	ATTACK OILFIELD SERVICES	142	PAYMENT MTHLY FEE 2 PORTA POTTIES	155.40	155.40
20180383	2018-07-19	BULFORD, QUINTON	JULY 18	PAYMENT MTHLY COUNCIL HONORARIUM	750.00	750.00
20180384	2018-07-19	CANADIAN LINEN AND UNIFORM	11417 11417-MUS 22878 22878-MUS	PAYMENT MTHY MAT FEE MTHLY MAT RENTAL MTHLY MAT RENTAL MTHLY MAT RENTAL	92.63 89.46 92.63 89.46	364.18
20180385	2018-07-19	MATIASIEWICH, EVAN	JULY 18 JULY 2018	PAYMENT COUNCIL TRAVEL MTHLY COUNCIL HONORARIUM	77.50 825.00	902.50
20180386	2018-07-19	MUNICIPAL INFORMATION SYSTEMS	20180767	PAYMENT MTHLY SUPPORT	559.50	559.50
20180387	2018-07-19	NAMPA & DISTRICT AGRICULTURAL SOCIETY	20180601	PAYMENT ANNUAL ALLOTMENT	81,000.00	81,000.00
20180388	2018-07-19	NEW WATER LTD.	139	PAYMENT PARTNER BILLING MAY & JUNE 2	23,032.86	23,032.86
20180389	2018-07-19	NORTHERN SUNRISE COUNTY	8904	PAYMENT GARBAGE PICK UP MAY & JUNE	4,000.00	4,000.00
20180390	2018-07-19	NOVAK, CHERYL	JULY 18	PAYMENT MTHLY COUNCIL HONORARIUM	675.00	675.00
20180391	2018-07-19	PEACE REGIONAL WASTE MANAGEMENT COMI	19491 19492	PAYMENT TRANSFER STATION TIPPING FEES	241.60 290.77	532.37
20180392	2018-07-19	POSTMEDIA	1796056	PAYMENT ADVERTISEMENT PUBLIC HEAR	901.66	901.66
20180393	2018-07-19	RURAL MUNICIPALITIES OF ALBERTA	065530	PAYMENT OFFICE SUPPLIES & PAPER	230.33	230.33
20180394	2018-07-19	SKRLIK, PERRY	JULY 18	PAYMENT MTHLY COUNCIL HONORARIUM	725.00	725.00
20180395	2018-07-19	WORKERS COMPENSATION BOARD	JULY 18	PAYMENT INSTALLMENT	762.00	762.00
20180396	2018-07-20	ATCO ELECTRIC	1015 july 18	PAYMENT STREET LIGHT ELECTRICAL	22.86	22.86
20180397	2018-07-20	DIRECT ENERGY	5476 july	PAYMENT ELECTRICITY 97TH LIGHTS	189.04	189.04
20180398	2018-07-20	TELUS COMMUNICATIONS INC.	0091 JULY 18	PAYMENT TELEPHONE MUSEUM	110.81	110.81
20180399	2018-07-20	TELUS MOBILITY INC.	9618 JULY 18	PAYMENT CAO CELL PHONE	122.66	122.66



# VILLAGE OF NAMPA

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## Cheque Listing For Council

2018-Aug-13

12:15:27PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20180400	2018-07-26	ATB FINANCIAL MASTERCARD		PAYMENT		156.56
			July 2 18	MTHLY INTERNET	20.95	
			July 4 18	CLEANING SUPPLIES - MUSEUM	46.02	
			June 19 18	OFFICE & P/W SUPPLIES	32.75	
			June 19 2018	DONUTS PUBLIC HEARING	45.96	
			June 28 2018	DOOR KNOB P/W VEHICLE	10.88	
20180401	2018-07-26	DIRECT ENERGY		PAYMENT		5,799.52
			0371 July 18	ELECTRICITY OFFICE	124.17	
			6189 July 18	ELECTRICITY FIRE HALL	268.30	
			6577 July 18	ELECTRICITY TENNIS CRTS	180.42	
			6932 July 18	ELECTRICITY SEWER LIFT	532.16	
			7641 July 18	BALL DIAMOND ELECTRICITY	22.03	
			7960 July 18	ELECTRICITY CIVIC CENTER	2,051.01	
			7971 July 18	STREET LIGHTS	2,621.43	
20180402	2018-07-26	NAMPA AUTO & FARM SUPPLY		PAYMENT		22.88
			161911	REPAIR LAWN MOWER TIRE	22.88	
20180403	2018-07-26	ALFRED, MELANIE		PAYMENT		212.50
			July 2018	MTHLY JANITORIAL	212.50	
20180404	2018-07-26	CANADIAN LINEN AND UNIFORM		PAYMENT		182.09
			3550	MTHLY MAT RENTAL	92.63	
			3550 MUS	MTHLY MAT RENTAL FEE - MUSE	89.46	
20180405	2018-07-26	CROWLEY, MARY		PAYMENT		300.00
			July 2018	MTHLY JANITORIAL - MUSEUM	300.00	
20180406	2018-07-26	MATIASIEWICH, EVAN		PAYMENT		69.30
			47848	LOCK FOR CAMPGROUND ENVE	69.30	
20180407	2018-07-26	SHELLEY'S STATIONERY		PAYMENT		89.25
			02	STAMPS - MUSEUM	89.25	
20180408	2018-07-27	PETTY CASH		PAYMENT		61.80
			July 18	JULY NEWSLETTER & REGISTEF	45.40	
			July 2018	ICE CREAM SENIORS SUPPER	5.00	
			July 26 18	WATER JUGS	8.80	
			july 26, 2018	KEY FOR FIRE HALL DOOR	2.60	
20180409	2018-07-30	Roshuk, Dianne G				
20180410	2018-07-30	MATIASIEWICH, SHIRLEY A				
20180411	2018-07-30	SURMAN, STEVE C				
20180412	2018-07-30	BOUCHARD, GISELE				
20180413	2018-07-30	DIFFERENZ, RHIANNA C				
20180414	2018-07-30	CHENARD, ANGELE L				
20180415	2018-07-30	LALIBERTE, BRITTANY				
20180416	2018-07-30	RONDEAU, TRENTON				
20180417	2018-08-01	SURMAN, STEVE C				
20180418	2018-08-01	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		3,298.61
			201807	LAPP CONTRIBUTIONS JULY 201	3,298.61	
20180419	2018-08-01	RECEIVER GENERAL - PAYROLL		PAYMENT		8,587.05
			2018007	RECEIVE RGENERAL DEDS JULY	8,587.05	
20180420	2018-08-07	DIRECT ENERGY		PAYMENT		333.63
			2223 August 18	GAS CIVIC CENTER	168.83	
			6793 Aug 18	GAS OLD OFFICE	51.45	
			7130 Aug 18	GAS SEWER LIFT	47.70	
			8666 Aug 18	GAS FIRE HALL	65.65	
20180421	2018-08-09	NAMPA AUTO & FARM SUPPLY		PAYMENT		686.32
			162420	DECK BELT/ALTERNATOR/MOWE	686.32	



# VILLAGE OF NAMPA

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## Cheque Listing For Council

2018-Aug-13  
12:15:27PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20180422	2018-08-09	TELUS COMMUNICATIONS INC.		PAYMENT		534.53
			4468 AUG 18	P/W SHOP TELEPHONE	122.36	
			4642 AUG 18	TELEPHONE OFFICE	211.33	
			7953 AUG 18	FIRE DEPT TELEPHONE	100.31	
			9885 aug 2018	OFFICE FAX LINE	100.53	
20180423	2018-08-10	ALBERTA ONE CALL CORP.		PAYMENT		44.10
			143132	MTHLY FEE ALBERTA ONE CALL	44.10	
20180424	2018-08-10	CARIBOU CRESTING (1991) LIMITED		PAYMENT		115.40
			72049	PROMO ARPONS	115.40	
20180425	2018-08-10	NORTHERN SUNRISE COUNTY		PAYMENT		63,884.93
			8913	WATER TREATMENT PLANT LOA	50,000.00	
			8913-1	WATER TREATMENT PLANT LN II	13,884.93	
20180426	2018-08-10	RECEIVER GENERAL		PAYMENT		875.39
			623107737RI AL	GARNISHEE	875.39	
20180427	2018-08-10	SHELLEY'S STATIONERY		PAYMENT		267.75
			03	STAMPS	267.75	
20180428	2018-08-10	VITAL EFFECT INC		PAYMENT		40.95
			4125	MTHLY WEB HOST	40.95	
20180429	2018-08-10	LAVOIE, ESTELLE, HOULE, CHRISTOPHER		PAYMENT		200.00
			201808101	CREDIT BALANCE PAID	200.00	

**Total 223,353.01**

\*\*\* End of Report \*\*\*





## Chief Administrative Officer Report

6.2

July 17, 2018 - August 21, 2018

August 10 - Met with Jim Myers of Myers Benefit to discuss benefits, premiums have decreased a bit this year

August 21 - 2 interviews scheduled for PW Foreman Position

August 21- Regular Council Meeting

Daily office duties

**Road/Sidewalk Repairs** – Repairs were scheduled to start first week of August however I spoke with Jason Schuler and he figures that the construction won't start until end of August into September as the construction company is still busy with other projects.

**Railroad Tracks on highway & in Village Update** - CN is in the process of paving the tracks

September 14<sup>th</sup> Friday - Date set for the 60<sup>th</sup> Anniversary Celebration. We will be barbecuing hamburgers & hot dogs from 11 am - 2 pm, there will be cake, refreshments, and door prizes. We are hoping that council will do the bbqing, so mark the date on your calendars.

I have completed my second course towards my CLGA certificate and am registered for third course which starts in September.

### **\*\* Reminder to council**

FCSS 101 Overview/Meeting on August 28 @ 5 pm at the Bar Bar in St Isidore



6.4

## **Mayor/Deputy/Councillor Reports August 2018**

Mayor Skrlik

Deputy Mayor Butz

Councillor Novak

Councillor Bulford

Councillor Matiasiewicz

2018

SEPTEMBER

SUNDAY

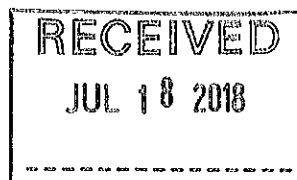
6.5 Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01
02	03 CLOSED	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18 Regular Council Meeting	19	20	21	22
23	24	25	26 AUMA Convention-Dianne away	27 AUMA Convention - Dianne away	28 AUMA Convention - Dianne away	29
30	01	02	03	04	05	06



## 7. CORRESPONDENCE

July 16<sup>th</sup>, 2018



Ms. Dianne Roshuk  
Chief Administrative Officer  
Village of Nampa  
PO Box 69  
Nampa, AB T0H 2R0

Dear Ms. Roshuk,

The Alberta Recycling Management Authority (Alberta Recycling) is pleased to provide you with the Electronics, Paint and Tire Recycling Programs' 2017 Progress Reports along with an overview the organization. Together these documents deliver a summary of our 2017 Annual Report, highlighting the results of the Programs and the benefits they provide to our province.

Recycling is an environmental success story in which Albertans participate every day in communities large and small. Municipalities, First Nations and Métis Settlements are keys to this success by establishing 450 collection sites throughout the province. These sites provide the public and businesses with convenient places to responsibly recycle their end-of-life computer equipment and TVs; leftover paint, empty paint cans, and scrap tires.

The reports can also be accessed online at [www.albertarecycling.ca](http://www.albertarecycling.ca). If you would like additional hard copies to distribute to your council members or for distribution at your office, please email your request to [info@albertarecycling.ca](mailto:info@albertarecycling.ca).

Recently municipalities and their associations have been proactive in supporting Alberta's recycling programs, including support for the expansion of the Electronics Program. We encourage you to continue supporting these enhancements.

If we can be of further assistance, please contact us at 780-990-1111, toll-free at 1-888-999-8762 or by e-mail at [info@albertarecycling.ca](mailto:info@albertarecycling.ca).

Sincerely,

Doug Wright,  
CEO

Enclosure





**Fort McMurray Regional Landfill and Recycling Facility (2016)**



**Sturgeon Lake Cree Nation Transfer Station (2016)**



**Clairmont Centre for Recycling and Waste Management (2016)**

## CHAMPIONS OF THE ENVIRONMENT

Recycling programs in Alberta would not happen without the investment of municipalities, waste authorities and Indigenous communities who work hard to ensure that Albertans have a place in their community to recycle. Every year Alberta Recycling recognizes three collection sites (recycling depots) for their exceptional dedication to providing Electronics, Paint and Tire Collection Sites that are organized, safe and convenient for their residents and businesses to use.

**The 2016 and 2017 winners, each pictured with Bob Barss, past Chair of the Alberta Recycling Management Authority.**



**Parkland County Transfer Stations (2017)**



**Coronation Transfer Station (2017)**



**Crowsnest/Pincher Creek Landfill (2017)**

### WHO WE ARE

Alberta Recycling is a not-for-profit association responsible for managing Alberta's Tire, Electronics and Paint Recycling Programs. The organization is run by a Board of Directors representing various stakeholder groups and reports to the Minister of Environment and Parks.

### BOARD OF DIRECTORS & MEMBER ORGANIZATIONS

- Board Chair (representing the public at large) - Caroline McAuley (Bob Barss to January 14, 2019)
- Rural Municipalities of Alberta - Ali Kenmore (Carolyn Kolesaba to December 17, 2017)
- Alberta Urban Municipalities Association - Cathy Heron
- Association of Professional Engineers and Geoscientists of Alberta - Joel Koster
- Environmental Services Association of Alberta - Jeff Dijk
- Recycling Council of Alberta - Leah Seabrook
- Industry at large (represented by Retail Council of Canada) - John Graham (Lanny McInnes to April 10, 2017)
- Alberta Environment and Parks - Patrick Kane
- Electronics Recycling Alberta Industry Council Chair - Jeff Faber
- Paint Recycling Alberta Industry Council Chair - Les Anderson (Raymond Massey to July 5, 2017)
- Tire Recycling Alberta Industry Council Chair - Brent Kennedy

**Alberta**  
**recycling**  
MANAGEMENT AUTHORITY



electronics



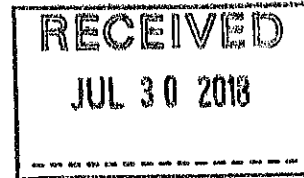
paint



tires

**Phone:** Direct (780) 990-1111 or Toll-free 1-888-999-8762  
**E-mail:** [info@albertarecycling.ca](mailto:info@albertarecycling.ca)

[www.albertarecycling.ca](http://www.albertarecycling.ca)



AR93928

July 25, 2018

His Worship Perry Skrlík  
Mayor  
Village of Nampa  
PO Box 69  
Nampa AB T0H 2R0

Dear Mayor Skrlík,

As you are aware, recent changes to the *Municipal Government Act* will require all municipalities to create intermunicipal collaboration frameworks (ICF) and intermunicipal development plans (IDP) with their neighbours. This work reflects our mutual priority of ensuring all Albertans benefit from the efficient delivery of local services and effective co-ordination of development, and I am pleased to see the progress already made.

The two-year period set out in legislation to accomplish this task is challenging, but I am confident the existing legacy of intermunicipal co-operation has placed us in a position to be successful. I am nevertheless aware of some specific challenges that can be addressed at this time, and gratefully acknowledge the practical solutions that have been proposed during discussions with the municipal associations, the administrative associations, and municipalities.

As a result of these discussions, I have signed Ministerial Order No. MSL:047/18 (attached), which makes the following changes:

- Exempts parties from the requirement to create an IDP where the entire area along one or both sides of the common boundary between the parties is composed entirely of federal or provincial Crown land. This change recognizes the limited value in the creation of an IDP where development is restricted.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipal districts, special areas, improvement districts, or rural specialized municipalities. This change will allow rural municipalities to focus their efforts on working with their urban neighbours during the initial two-year period.

.../2

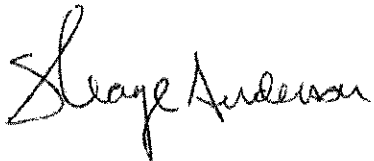
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipalities that are members of the same growth management board (GMB). This change will allow GMB member municipalities to harmonize their ICFs and IDPs with their growth and service plan, and provide an opportunity to address through an ICF or IDP any matters not addressed in a growth or servicing plan.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between a municipality that is a member of a GMB, and a municipality that is not a member of the GMB, but is located within the boundaries of the member municipality. This change will allow GMB member municipalities to create their ICFs and IDPs within the context of their growth and servicing plan.

In each case, all parties to a framework or plan must agree to apply the exemption or extension by council resolution, and the resolution must be filed with the Minister within 90 days of the date the resolution is passed.

In the event other circumstances arise that are beyond your control, I will consider specific requests for an exemption or time extension. However, based on the importance of this work to all Albertans, I encourage you to make every effort to work with your neighbours and to meet the legislated timelines.

I trust these changes will provide some practical efficiencies as we work toward improved intermunicipal solutions.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Shaye Anderson', with a stylized, cursive script.

Hon. Shaye Anderson  
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:047/18

cc: Dianne Roshuk, Chief Administrative Officer, Village of Nampa





ALBERTA  
MUNICIPAL AFFAIRS

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*Office of the Minister*  
*MLA, Leduc-Beaumont*

MINISTERIAL ORDER NO. MSL:047/18

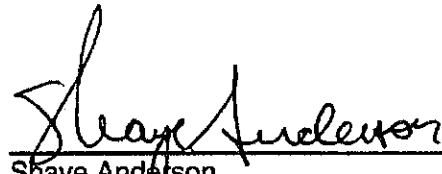
I, Shaye Anderson, Minister of Municipal Affairs, pursuant to Sections 605 and 631 of the *Municipal Government Act (MGA)*, make the following order:

- 1) Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the *MGA* on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 2) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are municipal districts or specialized municipalities referred to in Section 77 of the *MGA* (excluding the Municipality of Jasper), improvement districts referred to in Section 581 of the *MGA*, or special areas as defined in Section 1 of the *Special Areas Act*, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 3) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are members of the same growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

.../2

- 4) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between a municipality that is a member of a growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018 and a municipality that is not a member of the growth management board but is located entirely within the boundaries of the member municipality, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 5) That the time for an arbitrator to create an intermunicipal collaboration framework or an intermunicipal development plan pursuant to Section 708.36(1)(a) of the *MGA* is April 1, 2022, where the time to create the framework or adopt the plan is modified by this Order.

Dated at Edmonton, Alberta, this 19<sup>th</sup> day of July, 2018.

  
\_\_\_\_\_  
Shaye Anderson  
Minister of Municipal Affairs

# ASH Municipal Update

August 2018

## **Municipalities passing comprehensive smoking bylaws prior to cannabis legalization**

A growing number of Alberta municipalities are approving broad public restrictions on the smoking and vaping of cannabis and tobacco prior to cannabis legalization on October 17. Wood Buffalo/Fort McMurray, Lloydminster and Okotoks have already approved broad restrictions on smoking and vaping. Camrose, Lacombe and St. Albert are poised to follow suit. Edmonton City Council is also exploring broad restrictions on smoking and vaping in public places including children's parks.

By approving broad and uniform restrictions on smoking and vaping, these municipalities are addressing several problems simultaneously. Tobacco kills 55 times more Canadians than cannabis according to recent data from the Canadian Centre on Substance Use and Addiction. From a public health perspective, any restrictions on cannabis use can be easily justified for tobacco use. Tobacco regulation should not take a back seat to cannabis.

To a five-year-old, smoking is smoking whether it involves tobacco, cannabis, burning or vaping. Healthy modeling helps to create healthy kids.

Uniform restrictions on tobacco and cannabis are also easier to enforce. It is almost impossible to determine what substance is being vaped as there is no distinguishing odour. A broad smoking/vaping ban eliminates the need for a special cannabis enforcement effort.

## **AUMA webinar on cannabis and public health**

The Alberta Urban Municipalities Association and the Rural Municipalities Association co-hosted a webinar on cannabis and public health on May 25. Several public health organizations presented including Action on Smoking & Health.

The webinar provides guidance to municipalities on how to ensure that public health is not compromised by cannabis legalization. To view the webinar, visit <https://www.youtube.com/watch?v=HW1Oc5AnHI0&feature=youtu.be>

## **Alberta municipalities win *Smoke-Free Spaces* awards**

Alberta municipalities can now be designated as "smoke-free communities" under the new *Smoke-Free Spaces* awards program.

This new recognition program was developed by a partnership of prominent health and recreation organizations to honour municipalities, school boards and post-secondary institutions that have adopted best-practice bylaws and policies to create smoke-free public spaces.

The first municipal award winners were Camrose, Wood Buffalo and Lloydminster. More winners will be announced this fall.

"We applaud these trail-blazing leaders for providing smoke-free indoor and outdoor environments for their residents, visitors, staff and students" said Les Hagen,

executive director of ASH. “Cannabis legalization has the potential to renormalize smoking and these public bodies have decided to get in front of this issue by extending their smoke-free policies to include any substance that can be smoked or vaped. We encourage all public bodies in Alberta to follow the lead of these exemplars and to place a top priority on protecting the quality of life of their residents, staff, and students as cannabis legalization approaches”.

For more information on how to qualify, visit [www.smokefreespaces.ca](http://www.smokefreespaces.ca).

### **Provincial Cannabis Act full of loopholes**

The *Alberta Cannabis Act* has the most liberal cannabis consumption rules of any Canadian province or U.S. state.

Here are the most significant loopholes and omissions in the *Cannabis Act*:

- Cannabis consumption is allowed at public events even if children and youth are present.
- Cannabis consumption is allowed in public parks—in the presence of children and youth.
- The *Act* exempts medical cannabis users. There are 100,000 registered medical cannabis users in Alberta and this number is expected to surge after cannabis legalization especially in cities that have provided similar exemptions.
- The *Act* effectively exempts the vaping of cannabis since nicotine vaping is not restricted in Alberta. It is almost impossible to distinguish between the vaping of nicotine or

cannabis because there is no distinguishing odour.

Municipalities can close all of these loopholes and omissions by approving broad restrictions on the smoking and vaping of tobacco and cannabis in all public places frequented by children and youth. A growing number of Alberta municipalities are choosing this option in order to protect youth and to prevent the renormalization of public smoking.

### **New ASH online municipal resource hub**

To further assist municipalities with bylaw development, ASH has launched a new online resource hub that includes:

- The ASH model smoking bylaw
- A comparison chart of municipal smoking restrictions in Alberta
- Links to existing smoking bylaws
- Fact sheets on the impact of smoking restrictions and secondhand smoke
- Information on cannabis, e-cigarettes and hookah smoking
- Tobacco retail licensing and zoning

The online resource hub can be viewed at [www.ash.ca/municipal](http://www.ash.ca/municipal).

ASH can help your municipality prepare for cannabis legalization. For more information please contact ASH at 780-426-7867 or by email at [info@ash.ca](mailto:info@ash.ca).

Founded in 1979, ASH is Western Canada’s leading tobacco control organization.

***ash.ca***  
***action on smoking & health***



8. IN CAMERA



## 9. ADJOURNMENT