



MD of Willow Creek
May 27, 2020 - Regular Council - 10:00 AM

- 1 Call To Order**
 - 1.1 Additions to Agenda
- 2 Minutes**
 - 2.1 Minutes of the May 13, 2020 Council Meeting
 - 📎 May 13, 2020 Council Minutes
- 3 Delegations**
- 4 Financial**
 - 4.1 Cheque Register
 - 📎 Cheque Register 05272020
- 5 Public Hearings**
- 6 Council Matters**
 - 6.1 Council Commitments - May/June/July
 - 📎 For Information Council Commitments - May/June/July
 - 6.2 Asset Management Cohort
 - 📎 RFD - Asset Management Cohort Program
 - 📎 Asset Management Overview
 - 6.3 Letter of Credit
 - 📎 RFD - Letter of Credit Return Request
 - 📎 Development Permit 027-15
- 7 Council Reports**
- 8 By-Laws and Policies**
 - 8.1 Bylaw No. 1870 - Nuisance and Unsightly Property Bylaw
 - 📎 RFD - Bylaw No. 1870 - Nuisance and Unsightly Property Bylaw
 - 📎 Bylaw No. 1870 - Nuisance and Unsightly Property Bylaw
 - 8.2 Bylaw No. 1872 - Utility Bylaw
 - 📎 RFD - Bylaw No. 1872 - Utility Bylaw
 - 📎 Bylaw No. 1872 - Utility Bylaw
- 9 Correspondence**
 - 9.1 Canadian Royal Purple - Thank You
 - 📎 Gaming Night Fundraiser Thank You

- 9.2 Genesis Reciprocal AGM
 - 📎 Email from RMA Insurance
 - 📎 GRIE 2020 AGM Official Meeting Notice
 - 📎 Genesis Reciprocal Insurance Exchange AGM Proxy
- 9.3 Letter from Minister Nixon - Flood Studies
 - 📎 Letter from Minister Nixon - Flood Studies
- 9.4 Letter from Town of Claresholm - Airport Maintenance
 - 📎 Airport Runway Maintenance
- 9.5 HALO Air Ambulance
 - 📎 Barnes goes to bat for HALO
 - 📎 Mutual rescuing done between HALO Air Ambulance and Southern Alberta
- 10 **Closed Session**
- 10.1 Closed Session Pursuant to MGA Section 197 and FOIP Section 21 - Disclosure harmful to intergovernmental relations
- 10.2 Closed Session Pursuant to MGA Section 197 and FOIP Section 21 - Disclosure harmful to intergovernmental relations
- 10.3 Closed Session Pursuant to MGA Section 197 and FOIP Section 21 - Disclosure harmful to intergovernmental relations
- 11 **Adjournment**



MD of Willow Creek
Meeting Minutes
Regular Council May 13, 2020 - 12:30 PM

Municipal District of Willow Creek – Administration Office
Claresholm, Alberta

Present through Electronic Communication:

Reeve Maryanne Sandberg
Deputy Reeve Glen Alm
Councillor John Van Driesten
Councillor John Kroetsch
Councillor Ian Sundquist
Councillor Darry Markle
Councillor Evan Berger

Present through Electronic Communication (at times):

Stacey Russell - Wood Environmental and Infrastructure
Thomas Tyler - Burnco Rock Products Ltd.
Travis Coates - Burnco Rock Products Ltd.
Rob Vogt - News Correspondent

Andrea Young – Community Peace Officer

Present in Chambers:

Chief Administrative Officer Derrick Krizsan
Sheila Karsten - Recording Secretary
Johanne Hannas - Director of Finance
Cindy Chisholm - Manager of Planning and Development
Mike Burla - Oldman River Regional Services Commission

Call To Order

- 1** Reeve Sandberg called the meeting to order at 1:02 p.m.
Live streaming of the Council meeting began at 1:02 p.m.

1.1 Additions to Agenda
Resolution No: C-20/192

Moved by Deputy Reeve Alm to adopt the agenda as presented.

CARRIED

2 Minutes

The Minutes of the April 22, 2020 Council meeting were presented.

2.1 Minutes of the April 22, 2020 Council Meeting
Resolution No: C-20/193

Moved by Councillor Sundquist to approve the April 22, 2020 Council meeting minutes as presented

CARRIED

3 Delegations - No delegations were scheduled

4 Financial

Cindy Chisholm entered the meeting at 1:07 p.m.

4.1 Cheque Register

Director of Finance Hannas presented the cheque register for cheque# 24481 - 24512 and EFT# 2377 - 2443 in the amount of \$1,959,308.19 as information.

Received for information.

4.1.1 Cheque Signing Authority Resolution No: C-20/194

Moved by Councillor Sundquist to authorize Chief Administrative Officer and Director of Finance to execute cheques No. 24481 - 24512 due to COVID-19 requirements.

CARRIED

4.2 Bank Reconciliation Resolution No: C-20/195

Director of Finance Hannas presented the Bank Reconciliation as of April 30, 2020 in the amount of \$7,269,929.18.

Moved by Deputy Reeve Alm to accept the Bank Reconciliation to April 30, 2020 in the amount of \$7,269,929.18 as presented.

CARRIED

Cindy Chisholm left the meeting at 1:19 p.m.

4.3 Mill Rates

Director of Finance Hannas presented the 2020 Mill Rates. Farmland and Residential mill rates have not changed and the Linear and Non-Residential mill rate will have a slight increase of 1.1% to maintain 2020 taxes. The Provincial Policing tax is an addition for 2020 Tax Year and is shown as a separate line similar to School Tax. A Special Tax will be levied for the Hamlet of Granum for infrastructure projects. Bylaw 1873 - 2020 Property Tax Bylaw, Bylaw 1874 - 2020 Special Recreational Services Tax Bylaw and Bylaw No. 1875 - 2020 Special Tax Bylaw were presented.

Received for information.

Stacey Russel joined the meeting electronically at 1:23 p.m.

Cindy Chisholm and Mike Burla entered the meeting at 1:26 p.m.

8 By-Laws and Policies

8.4 Bylaw No. 1873 - Property Tax Bylaw

Bylaw No. 1873 being the 2020 Property Tax Bylaw was presented.

8.4.1 First Reading Resolution No: C-20/196

Moved by Councillor Kroetsch Bylaw No. 1873 being the 2020 Property Tax bylaw be given first reading.

CARRIED

8.4.2 Second Reading Resolution No: C-20/197

Moved by Councillor Sundquist Bylaw No. 1873 be given second reading.

CARRIED

8.4.3**Proceed to Third Reading
Resolution No: C-20/198**

Moved by Councillor Van Driesten and all Councillors present to unanimously consent to proceed to the third and final reading of Bylaw No. 1873.

CARRIED UNANIMOUSLY

8.4.4**Third Reading
Resolution No: C-20/199**

Moved by Councillor Markle Bylaw No. 1873 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

CARRIED

5**Public Hearings
Resolution No: C-20/200**

Moved by Deputy Reeve Alm to recess the Council meeting at 1:27 p.m.

CARRIED

**Public Hearings
Resolution No: C-20/201**

Moved by Councillor Berger to open the Public Hearing for Proposed Bylaw 1867 at 1:28 p.m.

CARRIED

5.1**1:30 p.m. - Public Hearing - Proposed Bylaw 1867 - Stacey Russell/Hutterian Br. Church of White Lake
Resolution No: C-20/202**

Cindy Chisholm, Manager of Planning and Development presented information for proposed Bylaw No. 1867 in response to an application for a Land Use Bylaw amendment submitted by applicants Stacey Russell (consultant with Wood Environmental and Infrastructure Solutions) for registered landowners, Hutterian Brethren Church of White Lake. The Bylaw seeks to redesignate 137.55 acres of the subject lands NE 18-09-26-W4M from Rural General to Rural Industrial. The redesignation will allow for a development permit application for extension of the current Class I gravel pit operation located in SE/SW 18-09-26-W4M.

The Public Hearing was held by live stream only due to COVID-19 restrictions. Notice of the Public Hearing and live stream link was placed in the Macleod Gazette for two consecutive weeks, adjacent landowners were notified by mail. Alberta Environment and Parks, Alberta Environment Regulatory Approvals Center, Alberta Environment and Health Services, the Town of Fort Macleod and Oldman River Regional Services Commission were also notified. In addition, the Public Hearing Notice and application were posted on the Municipal District of Willow Creek website as of April 22, 2020.

The subject lands contain a total of 137.55 acres. The lands are located approximately 3.5 miles from the Town of Ft. Macleod. The surrounding lands are predominantly agricultural lands. Within a 2-mile radius there are 25 residences, two gravel operations and two confined feed lots.

The applicants require a source fill material for reclamation within the S ½ 18-09-26- W4M. The NE 18-09-26-W4M earth borrow are a suitable source for reclamation requirements to take place on S ½ 18-09-26-W4M. The north 56.94 acres is a suitable location of clay borrow for up to 234,400 cubic meters. An access road from the S ½ 18-09-26-W4M is required to access the north portion of NE 18-09-26-W4M. There will be no mining of aggregate on the NE 18-09- 26-W4M. All mining, crushing operations will continue only on S ½ 18-09-26-W4M., Alberta Environment and Parks (AEP) advised the applicants an updated activities plan is to be submitted for the expansion of the current maximum

planned pit sized boundary on S ½ 18-09-26-W4M to include NE 18-09-26-W4M. Stacey Russell, consultant with Wood Environmental and Industrial was present electronically to speak to the application.

Moved by Councillor Sundquist to close the Public Hearing for Proposed Bylaw 1867 at 1:45 p.m.

CARRIED

Public Hearings

Resolution No: C-20/203

Moved by Councillor Van Driesten to resume Council Meeting at 1:47 p.m.

CARRIED

Cindy Chisholm and Mike Burla left the meeting at 1:47 p.m.

8 By-Laws and Policies

8.5 Bylaw No. 1874 - Recreational Services Tax Bylaw

Bylaw No. 1874 being the 2020 Special Recreational Services Tax Bylaw was presented.

**8.5.1 First Reading
Resolution No: C-20/204**

Moved by Councillor Kroetsch Bylaw No. 1874 being the 2020 Special Recreational Services Tax Bylaw be given first reading.

CARRIED

**8.5.2 Second Reading
Resolution No: C-20/205**

Moved by Councillor Sundquist Bylaw No. 1874 be given second reading.

CARRIED

**8.5.3 Proceed to Third Reading
Resolution No: C-20/206**

Moved by Deputy Reeve Alm and all Councillors present to unanimously consent to proceed to the third and final reading of Bylaw No. 1874.

CARRIED UNANIMOUSLY

**8.5.4 Third Reading
Resolution No: C-20/207**

Moved by Councillor Markle Bylaw No.1874 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

CARRIED

Stacey Russell left the meeting electronically at 1:51 p.m.

8.6 Bylaw No. 1875 - Special Tax Bylaw

Bylaw No 1875 being the 2020 Special Tax Bylaw was presented.

**8.6.1 First Reading
Resolution No: C-20/208**

Moved by Councillor Kroetsch Bylaw No. 1875 being the 2020 Special Tax Bylaw be given first reading.

CARRIED**8.6.2****Second Reading
Resolution No: C-20/209**

Moved by Councillor Berger Bylaw No. 1875 be given second reading.

CARRIED**8.6.3****Proceed to Third Reading
Resolution No: C-20/210**

Moved by Deputy Reeve Alm and all Councillors present to unanimously consent to proceed to the third and final reading of Bylaw No. 1875.

CARRIED UNANIMOUSLY**8.6.4****Third Reading
Resolution No: C-20/211**

Moved by Councillor Sundquist Bylaw No.1875 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

CARRIED

Travis Coates entered the meeting electronically at 1:53 p.m.

Johanne left the meeting at 1:54 p.m.

6**Council Matters****6.1****Council Commitments - May/June/July**

Upcoming commitments for Council Members were presented for May, June and July 2020. An Intermunicipal Recreation Agreement Committee meeting will be added in June when a date has been selected.

Due to COVID-19 restrictions the June 5, 2020 Annual Open House has been postponed to a later date.

Received for information.

Cindy Chisholm and Mike Burla entered the meeting at 1:57 p.m.

5**Public Hearings
Resolution No: C-20/212**

Moved by Councillor Sundquist to recess the Council meeting at 1:58 p.m.

CARRIED**Public Hearings
Resolution No: C-20/213**

Moved by Councillor Kroetsch to open the Public Hearing for Proposed Bylaw 1871 at 2:00 p.m.

CARRIED

Thomas Tyler joined the meeting electronically at 2:02 p.m.

5.2**2:00 p.m. - Public Hearing - Proposed Bylaw 1871 - Burnco Rock Products Ltd.
Resolution No: C-20/214**

Cindy Chisholm, Manager of Planning and Development presented information for proposed Bylaw No. 1871 in response to an application for a Land Use Bylaw amendment submitted by applicants Burnco Rock Products Ltd. (registered

landowners Tricycle Land SAB Ltd.) The Bylaw seeks to redesignate 54.28 acres of the subject land SE/SW 05-17-28-W4M from Rural General to Rural Industrial. The redesignation will allow for a development permit application for proposed Class 1 resource extraction operation within the subject lands.

The Public Hearing was held by live stream only due to COVID-19 restrictions. Notice of the Public Hearing was placed in The Nanton News for two consecutive weeks, adjacent landowners were notified by mail. Alberta Environment and Parks, Alberta Environment Regulatory Approvals Center, Alberta Environment and Parks Wildlife Biologists, Alberta Culture and Tourism - Historical Resources, Alberta Health Services, Foothills County and Oldman River Regional Service Commission were notified. In addition, the Public Hearing Notice and application were posted on the Municipal District of Willow Creek website as of April 27, 2020.

Comments were received from, and forwarded to the applicants from Alberta Transportation, Leah Olsen, dated April 28, 2020 stating 'The subject property is within the noted control lines and, as such, any development would require the benefit of a permit from Alberta Transportation.' Comments were also received from Alberta Culture, Multiculturalism and Status of Women, Barry Newton, dated May 11, 2020 stating it 'has no objection to the Bylaw amendment, but the applicant should be informed that Historical Resources Act approval must be obtained prior to proceeding with any land surface disturbance associated with gravel pit development by submitting a Historic Resources Application through Alberta, Multiculturalism and Status of Women's Online Permitting and Clearance (OPaC) system – www.opac.alberta.ca'

Travis Coates of Burnco Rock Products Ltd. spoke to the PowerPoint Presentation.

Moved by Councillor Sundquist to close the Public Hearing for Proposed Bylaw 1871 at 2:13 p.m.

CARRIED

Council meeting resumed at 2:13 p.m.

Thomas Tyler and Travis Coates left the meeting electronically at 2:15 p.m.

6

Council Matters

6.2

Intermunicipal Collaboration Framework Appointments

Correspondence was presented from The Town of Nanton, Town of Fort Macleod and Town of Stavely stating the appointments to the Intermunicipal Collaboration Framework Committees. The appointments are as follows.

The Town of Nanton appointed Councillor Victor Czop, Councillor Beryl West and Mayor Jennifer Handley.

The Town of Fort Macleod appointed Mayor Feyter and Councillor Werner Dressler with Gord Wolstenholme appointed as an alternate member.

Town of Stavely appointed Mayor Gentry Hall and Councillor Michael Varey.

Received for information.

7

Council Reports

7.1

Reeve Sandberg - Chinook Arch Regional Library System, Willow Creek Foundation

Reeve Sandberg presented the Chinook Arch Regional Library System Board Report dated April 2, 2020, the Willow Creek Foundation 2019 Consolidated Financial Statements and correspondence from the Minister of Seniors and Housing stating the Ministerial Order has been amended to remove the Town of Granum as requested.

Received for information.

7.2 Councillor Berger - Mosquito Creek Foundation

Councillor Berger presented the 2019 Consolidated Financial Statements of Mosquito Creek Foundation.

Received for information.

8 By-Laws and Policies

8.1 Bylaw No. 1867 - Land Use Bylaw Amendment Rural General to Rural Industrial

Bylaw No. 1867 being an application for a Land Use Bylaw Amendment to redesignate approximately 137.55 acres of land from Rural General to Rural Industrial legally described as
 MERIDIAN 4 RANGE 26 TOWNSHIP 9
 SECTION 18
 QUARTER NORTH EAST
 CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS
 EXCEPTING THEREOUT:
 FIRST:
 THAT PORTION WHICH LIES EAST OF THE LIMIT OF THE
 RAILWAY RY8 CONTAINING 5.67 HECTARES (14) ACRES MORE OR LESS
 SECONDLY:
 PLAN NUMBER HECTARES ACRES MORE OR LESS
 RAILWAY RY8 1.96 4.84
 ROADWAY 1148Q 1.46 3.61 was presented.

8.1.1 First Reading

Resolution No: C-20/215

Moved by Councillor Berger Bylaw No. 1867 being the bylaw to redesignate from Rural General to Rural Industrial with the amendment of 56.94 acres of land be given first reading.

CARRIED

8.1.2 Second Reading

Resolution No: C-20/216

Moved by Councillor Kroetsch Bylaw No. 1867 be given second reading.

CARRIED

8.1.3 Proceed to Third Reading

Resolution No: C-20/217

Moved by Deputy Reeve Alm and all Councillors present to unanimously consent to proceed to the third and final reading of Bylaw No. 1867.

CARRIED UNANIMOUSLY

8.1.4 Third Reading

Resolution No: C-20/218

Moved by Councillor Sundquist Bylaw No.1867 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

CARRIED

Community Peace Officer Andrea Young entered the meeting electronically at 2:22 p.m.

8.2 Bylaw No. 1869 - Animal Control Bylaw - First Reading

Bylaw No. 1869 being the Animal Control Bylaw was presented for First Reading.

8.2.1

First Reading

Resolution No: C-20/219

Moved by Councillor Kroetsch Bylaw No. 1869 being the Animal Control Bylaw with amendments to insert the word “must” to Section 3.8, be given first reading.

CARRIED

8.2.2

Second Reading

Resolution No: C-20/220

Moved by Councillor Sundquist Bylaw No. 1869 be given second reading.

CARRIED

8.2.3

Proceed to Third Reading

Resolution No: C-20/221

Moved by Councillor Markle and all Councillors present to unanimously consent to proceed to the third and final reading of Bylaw No. 1869.

CARRIED UNANIMOUSLY

8.2.4

Third Reading

Resolution No: C-20/222

Moved by Councillor Berger Bylaw No.1869 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

CARRIED

Andrea Young left the meeting electronically at 2:42 p.m.

8.3

Bylaw No. 1871 - Land Use Bylaw Amendment Rural General to Rural Industrial

Bylaw No. 1871 being an application for Land Use Bylaw Amendment to redesignate approximately 54.28 acres from the existing 126 acres from Rural General to Rural Industrial legally described as
MERIDIAN 4 RANGE 28 TOWNSHIP 17
SECTION 5

THE WEST HALF OF THE SOUTH EAST QUARTER AND THE EASTERLY
825 FEET OF THE SOUTH WEST QUARTER CONTAINING 52.6 HECTARES
(130 ACRES) MORE OR LESS

EXCEPTING OUT OF THE SOUTH WEST QUARTER

PLAN	NUMBER	HECTARES	ACRES MORE OR LESS
GRAVEL PIT SITE	786LK	1.62	4.00

EXCEPTING THEREOUT ALL MINES AND MINERALS was presented.

8.3.1

First Reading

Resolution No: C-20/223

Moved by Deputy Reeve Alm Bylaw No. 1871 being the land use bylaw amendment to redesignate 54.28 acres from Rural General to Rural Industrial be given first reading.

CARRIED

8.3.2

Second Reading

Resolution No: C-20/224

Moved by Councillor Markle Bylaw No. 1871 be given second reading.

CARRIED

**8.3.3 Proceed to Third Reading
Resolution No: C-20/225**

Moved by Councillor Kroetsch and all Councillors present to unanimously consent to proceed to the third and final reading of Bylaw No. 1871.

CARRIED UNANIMOUSLY

**8.3.4 Third Reading
Resolution No: C-20/226**

Moved by Councillor Berger Bylaw No.1871 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

CARRIED

Cindy Chisholm and Mike Burla left the meeting at 2:44 p.m.

9 Correspondence

9.1 Rural Health Care Announcement

A press release was presented regarding the challenge of providing health care services in rural Alberta. The provincial government is increasing the on-call rates for rural physicians, medical liability rates will be relaxed, incentives to pay for schooling for medical students and incentives to attract physicians will be introduced.

Received for information.

9.2 FCSS Letter

Food security has been identified as an ongoing issue due to the COVID-19 restrictions. A letter was presented from the Minister of Community and Social Services allowing funds from Family Community Support Services to be used to help food security needs in the community.

Received for information.

9.3 Minister of Municipal Affairs - MSI Program Change

An email from the Minister of Municipal Affairs Kaycee Madu was presented stating Municipal Affairs will allow local governments to use Municipal Sustainability Initiative operating funding for any local government expenditure in the 2020 program year. MSI Capital Funding is available as soon as it is needed to advance projects that are ready to proceed in order to support jobs and economic activity in communities.

**10 Closed Session
Resolution No: C-20/227**

Moved by Deputy Reeve Alm to go into closed session at 2:48 p.m.

CARRIED

Live streaming of meeting ended at 2:48 p.m.

10.1 FOIP - Section 21 - Disclosure harmful to intergovernmental relations

This portion of the meeting closed pursuant to Section 197 of the Municipal Government Act and Section 21 - Disclosure harmful to intergovernmental relations of the Freedom of Information and Protection of Privacy Act.

10.2 FOIP - Section 17 - Disclosure harmful to personal privacy

This portion of the meeting closed pursuant to Section 197 of the Municipal Government Act and Section 17 - Disclosure harmful to personal privacy of the Freedom of Information and Protection of Privacy Act.

10.3 FOIP - Section 21 - Disclosure harmful to intergovernmental relations

This portion of the meeting closed pursuant to Section 197 of the Municipal Government Act and Section 21 - Disclosure harmful to intergovernmental relations of the Freedom of Information and Protection of Privacy Act.

10.4 FOIP - Section 21 - Disclosure harmful to intergovernmental relations

This portion of the meeting closed pursuant to Section 197 of the Municipal Government Act and Section 21 - Disclosure harmful to intergovernmental relations of the Freedom of Information and Protection of Privacy Act.

10.5 FOIP - Section 17 - Disclosure harmful to personal privacy

This portion of the meeting closed pursuant to Section 197 of the Municipal Government Act and Section 17 - Disclosure harmful to personal privacy of the Freedom of Information and Protection of Privacy Act.

Closed Session

Resolution No: C-20/228

Moved by Councillor Kroetsch to come out of closed session at 4:45 p.m.

CARRIED

Live streaming of meeting resumed at 4:45 p.m.

Southern Alberta Land Trust

Resolution No: C-20/229

Moved by Deputy Reeve Alm to waive the 60 day notice period for the Southern Alberta Land Trust conservation easement.

CARRIED

11 Adjournment

Resolution No: C-20/230

Moved by Councillor Kroetsch to adjourn at 4:51 p.m.

CARRIED

Live streaming of meeting ended at 4:51 p.m.

Reeve

Chief Administrative Officer

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2020-05-27
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
24513	AQUATECH DIVING	AQUATECH DIVING SERVICES	2020-05-27	GENERAL	PMCHQ000002761	\$8,190.00
24514	BELL MOBILITY	BELL MOBILITY INC.	2020-05-27	GENERAL	PMCHQ000002761	\$454.89
24515	DEE JAY HARDWAR	DEE JAY HARDWARE LTD.	2020-05-27	GENERAL	PMCHQ000002761	\$170.85
24516	FRIESEN, TONY	FRIESEN, TONY	2020-05-27	GENERAL	PMCHQ000002761	\$293.66
24517	IRON ROCK ENTER	IRON ROCK ENTERPRISES LTD.	2020-05-27	GENERAL	PMCHQ000002761	\$8,000.00
24518	MOORE, LORY	Moore, Lory	2020-05-27	GENERAL	PMCHQ000002761	\$324.34
24519	MOTION IND (CGY	MOTION INDUSTRIES (CANADA), IN	2020-05-27	GENERAL	PMCHQ000002761	\$58.80
24520	NANTON HOME HAR	NANTON HOME BUILDING CENTRE	2020-05-27	GENERAL	PMCHQ000002761	\$20.97
24521	NUTRIEN AG SOL	NUTRIEN AG SOLUTIONS (CANADA)	2020-05-27	GENERAL	PMCHQ000002761	\$133.03
24522	ORRSC	ORRSC	2020-05-27	GENERAL	PMCHQ000002761	\$102.50
24523	QUICKSERIES	QUICKSERIES PUBLISHING INC.	2020-05-27	GENERAL	PMCHQ000002761	\$1,493.39
24524	SMITH, JOHN D.	SMITH, JOHN D.	2020-05-27	GENERAL	PMCHQ000002761	\$378.00
24525	TAKACS, JOHN	TAKACS, JOHN	2020-05-27	GENERAL	PMCHQ000002761	\$126.00
24526	TELUS MOBILITY	TELUS	2020-05-27	GENERAL	PMCHQ000002761	\$76.30
24527	VANDENBERG, EVE	VANDENBERG, EVERT	2020-05-27	GENERAL	PMCHQ000002761	\$303.10
EFT000000002444	ALL - NET.CA IN	ALL - NET.CA Inc	2020-05-27	GENERAL	PMCHQ000002762	\$4,194.75
EFT000000002445	ALTALIS LTD.	ALTALIS	2020-05-27	GENERAL	PMCHQ000002762	\$1,984.50
EFT000000002446	BENCHMARK ASSES	BENCHMARK ASSESSMENT	2020-05-27	GENERAL	PMCHQ000002762	\$3,097.50
EFT000000002447	BROWN OKAMURA &	BROWN OKAMURA & ASSOCIATES LTD	2020-05-27	GENERAL	PMCHQ000002762	\$7,044.21
EFT000000002448	BROWNLEE LLP	BROWNLEE LLP	2020-05-27	GENERAL	PMCHQ000002762	\$210.65
EFT000000002449	C.I.R.A.	CANADIAN INTERNET REGISTRATION	2020-05-27	GENERAL	PMCHQ000002762	\$1,575.00
EFT000000002450	CLARESHOLM GLAS	CLARESHOLM GLASS '88 LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$273.00
EFT000000002451	CLARESHOLM PHAR	CLARESHOLM PHARMACY	2020-05-27	GENERAL	PMCHQ000002762	\$16.02
EFT000000002452	DAVIS CHEV GMC	DAVIS CHEVROLET GMC BUICK	2020-05-27	GENERAL	PMCHQ000002762	\$1,318.10
EFT000000002453	DECLERCO, DARRE	DECLERCO, DARRELL	2020-05-27	GENERAL	PMCHQ000002762	\$99.99
EFT000000002454	F.C.S.S.-CHOLM	F.C.S.S. CLARESHOLM	2020-05-27	GENERAL	PMCHQ000002762	\$6,711.51
EFT000000002455	FERG'S SEPTIC S	FERG'S SEPTIC SERVICE LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$504.00
EFT000000002456	FORT MACLEOD AG	FORT MACLEOD AGENCIES 1989 LTD	2020-05-27	GENERAL	PMCHQ000002762	\$612.00
EFT000000002457	FRIESEN PLASTIC	FRIESEN PLASTICS INC.	2020-05-27	GENERAL	PMCHQ000002762	\$217.18
EFT000000002458	G.L. ELECTRICAL	G.T. ELECTRICAL	2020-05-27	GENERAL	PMCHQ000002762	\$1,464.61
EFT000000002459	HACH SALES & SE	HACH SALES & SERVICE CANADA LP	2020-05-27	GENERAL	PMCHQ000002762	\$490.14
EFT000000002460	INTEGRA TIRE	ATKINSON HOLDINGS LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$2,184.00
EFT000000002461	JPS PETRO & GEN	JPS PETRO & GENERAL STORE	2020-05-27	GENERAL	PMCHQ000002762	\$549.56
EFT000000002462	K4 DISTRIBUTING	K4 DISTRIBUTING	2020-05-27	GENERAL	PMCHQ000002762	\$54.00
EFT000000002463	KARSTEN, SHEILA	KARSTEN, SHEILA	2020-05-27	GENERAL	PMCHQ000002762	\$41.98
EFT000000002464	LETHBRIDGE TACT	LETHBRIDGE TACTICAL SUPPLY	2020-05-27	GENERAL	PMCHQ000002762	\$167.94
EFT000000002465	LO-COST PROPANE	LO-COST PROPANE LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$126.00
EFT000000002466	MAC AUTO GLASS	MAC AUTO GLASS & GRAPHICS	2020-05-27	GENERAL	PMCHQ000002762	\$2,210.25
EFT000000002467	MPE ENGINEERING	MPE ENGINEERING LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$17,435.25
EFT000000002468	MUNICIPAL INFOR	MUNICIPAL INFORMATION SYSTEMS	2020-05-27	GENERAL	PMCHQ000002762	\$367.71
EFT000000002469	NANTON QUALITY	NANTON QUALITY OF LIFE FOUNDAT	2020-05-27	GENERAL	PMCHQ000002762	\$3,926.96
EFT000000002470	PAPER TRAIL	PAPER TRAIL	2020-05-27	GENERAL	PMCHQ000002762	\$276.36
EFT000000002471	PAULSEN, HOWARD	PAULSEN, HOWARD	2020-05-27	GENERAL	PMCHQ000002762	\$279.38
EFT000000002472	PHOTO PLUS/THE	SOUTHERN CONNECT - SOUTHERN SP	2020-05-27	GENERAL	PMCHQ000002762	\$31.50
EFT000000002473	POSTMEDIA-NANTO	POSTMEDIA NETWORK INC.	2020-05-27	GENERAL	PMCHQ000002762	\$289.28
EFT000000002474	ROADATA SERVICE	ROADATA SERVICES LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$798.00
EFT000000002475	ROCKY VIEW UTIL	ROCKY VIEW UTILITY CORP.	2020-05-27	GENERAL	PMCHQ000002762	\$12,264.08
EFT000000002476	SHAW CABLE SYST	SHAW CABLE SYSTEMS	2020-05-27	GENERAL	PMCHQ000002762	\$292.64
EFT000000002477	SOUTH COUNTRY C	SOUTH CCOUNTRY CO-OP LIMITED	2020-05-27	GENERAL	PMCHQ000002762	\$18,292.46
EFT000000002478	SOUTH COUNTRY D	SOUTH COUNTRY DOORS Ltd	2020-05-27	GENERAL	PMCHQ000002762	\$102.38
EFT000000002479	THE MACLEOD GAZ	THE MACLEOD GAZETTE	2020-05-27	GENERAL	PMCHQ000002762	\$1,195.36
EFT000000002480	TOWN OF CLARESH	TOWN OF CLARESHOLM	2020-05-27	GENERAL	PMCHQ000002762	\$7,578.83
EFT000000002481	TOWN OF FORT MA	TOWN OF FORT MACLEOD	2020-05-27	GENERAL	PMCHQ000002762	\$3,926.96
EFT000000002482	TOWN OF STAVELY	TOWN OF STAVELY	2020-05-27	GENERAL	PMCHQ000002762	\$5,424.47
EFT000000002483	TRINUS TECHNOLO	TRINUS TECHNOLOGIES INC.	2020-05-27	GENERAL	PMCHQ000002762	\$157.66
EFT000000002484	UNIFIRST CANADA	UNIFIRST CANADA LTD.	2020-05-27	GENERAL	PMCHQ000002762	\$542.22

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
EFT000000002485	WOLSTENHOLME, G	WOLSTENHOLME, GORD	2020-05-27	GENERAL	PMCHQ00002762	\$309.00
Total Cheques: 57			Total Amount of Cheques:			\$128,763.22



Municipal District of Willow Creek #26 For Information

Agenda Item #

Date Submitted: May 19, 2020

Originated by: Administration

Subject: Council May, June, July Commitments

RECOMMENDATION

Receive for Information.

SUMMARY

Council has the following commitments for May, June, July 2020

MAY

May 27 – 9:00 a.m. – ASB and Council Meeting (Zoom Meeting)

JUNE

June 5 – Annual Open House – set at organizational meeting, **Council to review date due to the COVID-19 situation**

June 5 – 9:00 a.m. – Genesis Reciprocal Insurance Exchange AGM - Webinar

June 10 – 9:00 a.m. - MPC and Council

June 10 – 5 p.m. – Fort Macleod IDP Meeting (Zoom Meeting)

June 17 – 6:00 p.m. – ICF Regional Recreation Committee Meeting at MDWC Administration Building Council Chambers (Maryanne, Glen, Derrick)

June 24 – 9:00 a.m. – ASB and Council

JULY

July 8 – 9:00 a.m. - MPC and Council Meeting

July 22 – 9:00 a.m. - ASB and Council

July 24 – 2:30 p.m. – Staff BBQ – Granum Homesteader

Prepared By:

Sheila Karsten

Director / CAO / Committee

Reviewed and Approved for Agenda

Chief Administrative Officer



Municipal District of Willow Creek #26 For Information

Date Submitted:

Originated by: CAO

Subject: Asset Management Cohort

RECOMMENDATION

It is recommended that the MD of Willow Creek participate in the cohort application and to initiate the application by passing the following resolution:

Be it resolved that the Council of the Municipal District of Willow Creek No. 26 directs the Chief Administrative Officer to apply for the asset management cohort program opportunity from the RMA, AUMA, and IAMA.

Be it therefore resolved that the Municipal District of Willow Creek No. 26 commits appropriate resources to the asset management cohort program to advance its asset management program.

Be it further resolved that the Municipal District of Willow Creek No. 26 commits financial support from its budget toward the costs of this initiative.

LINK TO STRATEGIC PLAN

STRATEGIC GOAL: MUNICIPAL INFRASTRUCTURE

STRATEGIC PRIORITY: Asset Management

Key Initiative: Implement an Asset Management Program within the M.D.

Success: By the end of 2021 an Asset Management Policy has been adopted

Success: By the end of 2025 Asset Management is fully implemented with a Council approved Level of Service established for municipal services and full accountability to the public implemented including a public facing dashboard and feedback mechanisms established.

SUMMARY

An opportunity to participate in an asset management cohort funded by the federal government has arisen.

Municipalities across Alberta are slowly starting to build their Asset Management programs. Many are still in their infancy, or have not even started at all. To help with this, the Federation of Canadian Municipalities has been providing grant funding to various organizations to facilitate/train municipal professionals to assist in the Asset Management Journey.

[Why Invest in Asset Management](#)

<https://rmalberta.com/advocacy/am-cohort-application/>

Last year was very successful with a cohort program being provided by an agreement between RMA, AUMA and Infrastructure Asset Management Alberta. This cohort program recently received notice from

FCM that they would be receiving a second wave of funding to further this initiative, reach more municipalities, and further the journey of Asset Management in this province.

The details of the application process for these cohort sessions will be released in the coming weeks, but I have been informed that a “big factor in weighing applications and creating cohorts will be the extent to which municipalities apply as groups”.

For your information, as of May 11, 2020 the municipalities which have expressed interest in participating in the Cohort program are:

- Town of Pincher Creek
- Cardston County
- Town of Claresholm
- Town of Raymond
- Town of Nanton
- M.D. Willow Creek
- Town of Fort Macleod
- M.D. Pincher Creek

BACKGROUND

Under the agreement for the federal Gas Tax Fund (GTF) program, Alberta and Canada have agreed to “work in collaboration to develop the approach to asset management planning based on where Alberta is today. This is to ensure continued progress is made while setting achievable goals against which Alberta will measure progress as part of the Outcomes Report.”

Cohort applications will be accepted until July 31, 2020, with the cohorts selected no later than September 2020. Due to the COVID-19 pandemic, it is currently unknown when cohort activities will commence. RMA, AUMA, and IAMA will work closely with those selected for cohort participation to determine cohort times and locations that allow for effective group learning while prioritizing the safety of organizers and participants.

Developing the Plan

Asset management is growing in importance for municipalities across Alberta and Canada, but the costs and work associated with integrating asset management into municipal decision-making and operations is often significant. To support small municipalities in embracing asset management, the Rural Municipalities of Alberta (RMA), Alberta Urban Municipalities Association (AUMA), and Infrastructure Asset Management Alberta (IAMA) are organizing asset management capacity-building cohorts that will be offered in 2020 and 2021. Three cohorts will be offered at different points during the year, with the total duration of each cohort being approximately four months.

Each cohort, funded through the FCM's Municipal Asset Management Program (MAMP), will support a small group of ten to twelve municipalities in collaboratively improving their asset management capacity, and sharing lessons learned with other municipalities.

It is expected that there will be varying levels of asset management maturity and capacity within each cohort. Group learning content will be designed for all participants to advance their asset management knowledge and capacity, regardless of their starting point. At a minimum, by the end of this process each municipality will have achieved the following:

- Establishment and development of an internal Asset Management Team
- Development of an Asset Management Policy
- Development of an Asset Management Strategy

Participation in the cohort is free aside from travel costs and is a great opportunity for municipalities to learn

the basics of asset management and receive support from asset management experts in how to get started on their asset management journeys.

Development of an Asset Management Plan is based on the eight key questions of asset management as outlined within the National Guide for Sustainable Municipal Infrastructure:

- What do we own? (inventory)
- What is it worth? (valuation / replacement cost)
- What are the service levels? (what does the community expect)
- What condition is it in? (function and performance)
- What needs to be done? (maintain / rehabilitate / replace)
- When do we need to do it? (useful life analysis)
- How much money do we need? (investment requirements)
- How do we reach sustainability? (long-term financial plan)

The asset management plan addresses these questions in the following areas:

- State of the Current Infrastructure
- Levels of Service
- Risk
- Management Plan
- Financial Plan
- Improvement and Monitoring Plan

Approach:

Asset management processes allow municipalities to manage infrastructure in a planned and integrated manner to maximize value to the community. Identifying and pursuing opportunities to build municipal capacity and promote sustainability is consistent with the objectives of the Municipal Sustainability Strategy (MSS) and the mandate of the MSS Advisory Committee.

Alberta's strategy is focused mainly on meeting the needs of smaller communities as well as continued support for the broader asset management community that is already very active. Municipal Affairs developed the approach to asset management planning, which the MSS Advisory Committee will guide.

The approach was envisioned in two phases over seven years.

Phase One Activities - 2020 to 2022:

1. Establish the Team and align with municipal strategic plan

The purpose of our Asset Management team is to lead the organization to utilize asset management as a normal course of business. Our Strategic Plan aligns with the building of Asset Management practices within our organization.

2. Train and collaborate

Participation in the Asset Management cohort will assist in developing the necessary knowledge and support administratively for the project and will enable regional collaborative partnerships to evolve.

The ministry provides its municipal and financial advisors with knowledge about the benefits of asset management and links to the available tools to share as they interact with municipal clients.

Infrastructure Asset Management Alberta (IAMA) is an initiative whose membership includes municipalities interested in knowledge sharing and best practices. IAMA received funding from the ministry to support asset management workshops and to establish a website. Ministry advisors are participating in this group as members of the core committee.

Measurement of municipal progress in asset management during Phase One is based on data currently collected in Municipal Sustainability Initiative capital project applications. MSI program guidelines require the municipality to confirm that a multi-year capital plan has been prepared.

3. Review, complete and publish an inventory of current tools and resources

Review the information and resources that the municipality has to determine the characteristics of municipal assets: what, where, when, how much and condition.

There are numerous technical resources already available for asset management tasks at different levels of complexity.

4. Support the development and rollout of tools that support asset management

- *Year One (2020/21)*
 - Define level of service
 - Define roles and responsibilities of the Asset Management Team
 - Develop an Asset Management Strategy
 - Develop and Implement an Asset Management Policy
 - Data collection from all departments
 - Start developing individual Asset Management Plans per major class
- *Year Two (2022)*
 - Develop risk framework
 - Develop condition assessment framework
 - Initial report on replacement costs for all assets
 - Finalize the individual Asset Management Plans per major class
- *Year Three to Five (2023 – 2025)*
 - Develop a proposed replacement schedule
 - Develop a long term financial plan by linking the capital and operational plan
 - Develop a standardized data management system
 - Develop an improvement plan

ATTACHMENTS

Asset Management Overview

Prepared By:



Director / CAO / Committee

Reviewed and Approved for Agenda



Chief Administrative Officer

Asset Management

Council is considering a commitment to an Asset Management program.

Asset management is the process of making decisions about the use and care of infrastructure to deliver services in a way that considers current and future needs, manages risk and opportunities, and makes the best use of resources. The infrastructure in our communities is the legacy of a multi-generational investment, made by local, provincial, and federal governments. Increasingly, we are recognizing the value of the investment that has been made in our community infrastructure, and the risks we face by not managing for the long term.

Residents and businesses in our community trust and expect government to be good stewards of the services and infrastructure that they rely on every day. Building resilient communities, with sustainable services, is the ultimate goal of asset management.

Benefits of Asset Management

- Helps to confidently evaluate and communicate trade-offs between service, cost, and risk.
- Provides a defensible method of prioritizing projects and resources.
- Aligns the organization to focus on the things that matter most.
- Helps to decide what infrastructure needs to be replaced or renewed and what the expected useful life is.
- Helps establish how much revenue should be placed in reserve for future infrastructure renewal.
- Helps demonstrate accountability to residents and businesses in the community.

Key Terms

- **Level of Service** is a measure of the quality, quantity, and/or reliability of a service from the perspective of residents, businesses, and customers in the community.
 - How wide should the roads be? How short should the grass be? How often should potable water be available? Which roads should be paved/gravelled? How quickly should snow be cleared? Is a bridge required? Response times and adequacy of emergency services?
- **Risk(s)** are events or occurrences that will have undesired impacts on services. Risk = Impact x Likelihood.
- **Costs** are the financial and human resources required through the lifecycle of the asset.
- **Funding** is determining how to pay for the services delivered.
 - Property taxes, Debt, Exchange of assets, User fees and charges, Development charges, Grants, other...



THE BICYCLE. *Costs basically nothing. Gets you moving, but not that fast.*



THE BUS. *Entry level option that gets you where you need to go.*



THE CAR. *More options for going where you want, but costs more.*



THE HELICOPTER. *Gets you wherever you want, quickly. Really expensive and special operations skills required. May be excessive if your needs are basic.*

Evaluating Trade-offs and Making Good Decisions

Service, risk, and cost cannot be fully understood in isolation.

Service and Risk Trade-offs

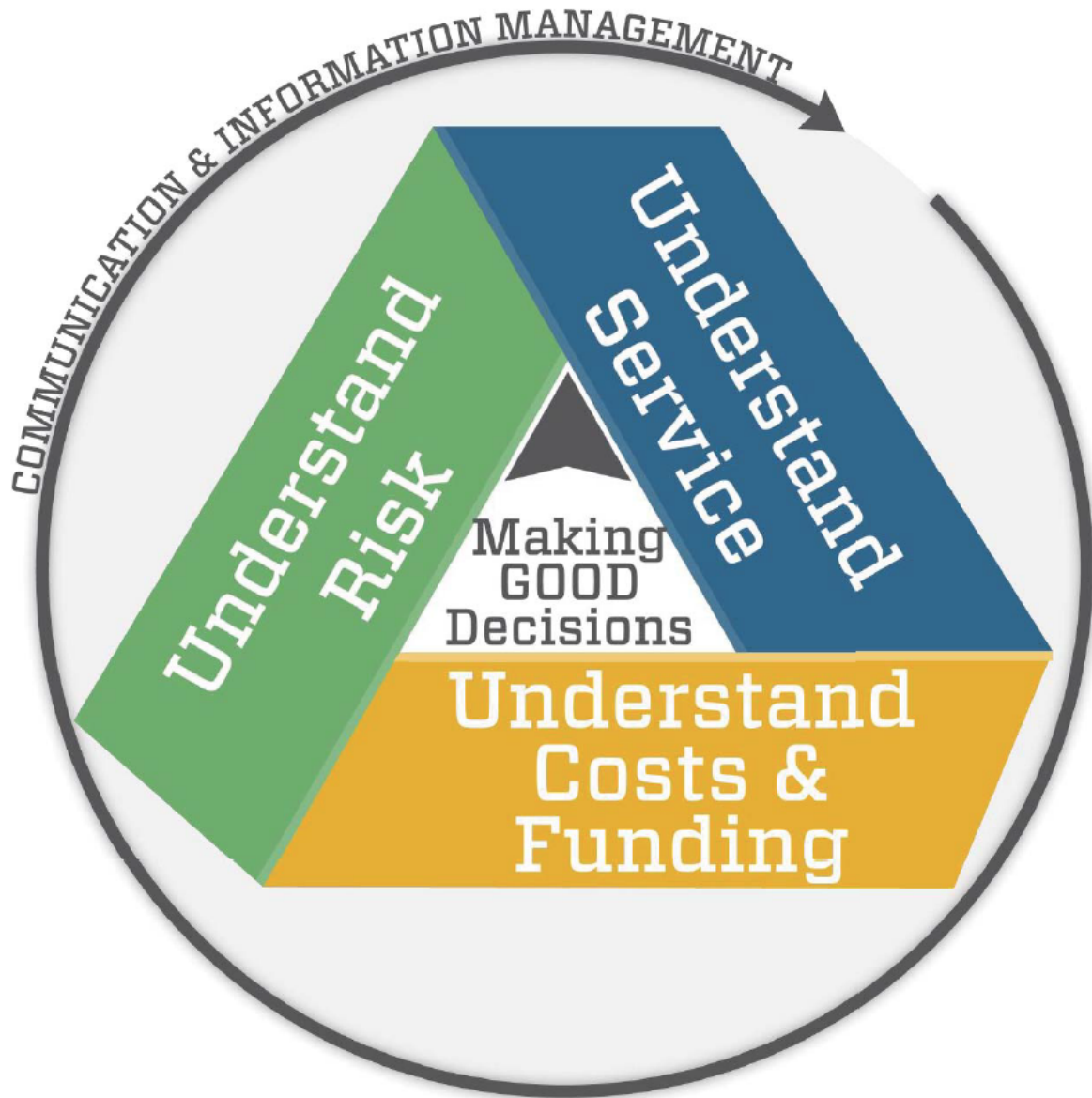
- Accepting greater risk may result in assets not performing as intended. An example is a water main that is allowed to deteriorate, resulting in more breaks, and a lower service level to the community.

Service and Cost Trade-offs

- What level of service can we afford to provide, now and into the future? Naturally, we all want the best, until we understand the associated costs.

Risk and Cost Trade-offs

- Actions required to mitigate asset risks have costs, and decisions need to be made about whether the costs are worth it or whether the risk should be tolerated.



Information sourced from Building Community Resilience Through Asset Management – A Handbook and Toolkit for Alberta Municipalities.



Municipal District of Willow Creek #26 For Decision

Agenda Item #

Date Submitted: May 21, 2020

Originated by: Knelsen Sand & Gravel Ltd.

Subject: Letter of Credit for Oversize Cost Contribution

RECOMMENDATION

The Letter of Credit for the Oversize Cost Contribution in the amount of \$7,842.10 be returned to the issuer Toronto-Dominion Bank.

BACKGROUND

In 2015, the Municipal Planning Commission approved and issued Development Permit No. 027-15 to operate a dry Class I sand and gravel mining operation consisting of a 26.4 acre pit, with mining operations done so as to maintain a maximum 8.0 acre disturbed area at anyone time, subject to conditions.

Subject lands: NW, NE, SE 15-15-26-W4M Subject Road: Rge Rd 263

Condition No. 5 Prior to commencing mining operations the landowner and the operator shall enter into a development agreement with the municipality for contributions to the upgrading of that portion of Range Road 263 to be upgraded by the developer of the Twin Valley Resort residential development.

The Operators and Landowner enter into an agreement with the MD pursuant to Sections 650 and 651 of the *Municipal Government Act*, RSA 2000 Chapter M-26 to pay for a portion of the capital cost for improvements of a portion of Range Road 263.

A Letter of Credit for Oversize Cost Contribution in the amount of \$7842.10, dated February 16, 2016 (extended yearly). The current extension was issued on November 8, 2019 and expires November 8, 2020.

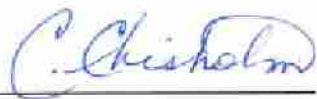
On June 20, 2018, the MD Council amended the Land Use Bylaw 1616 and passed Bylaw 1803 to redesignate the following Twin Valley Resort lands:

- NW 13-15-26-W4M from Grouped Country Residential to Reservoir Vicinity
- SW 13-15-26-W4M from Grouped Country Residential to Reservoir Vicinity
- NE 14-15-26-W4M from Grouped Country Residential to Reservoir Vicinity
- SE 14-15-26-W4M from Grouped Country Residential to Rural General.

ATTACHMENTS

- Development Permit No. 027-15 (copy)

Prepared By:



Director / CAO / Committee

Reviewed and Approved for Agenda



Chief Administrative Officer

**THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
DEVELOPMENT PERMIT**

Form D

Application No. 027-15

This development permit is hereby issued to:

NAME: KMHA Holdings Ltd.

ADDRESS: 4105 18 Street S.W., Calgary, Alberta, T2T 4V8

In respect of development consisting of:

Operate a dry Class 1 sand and gravel mining operation consisting of a 26.4 acre pit, with mining operations done so as to maintain a maximum 8.0 acre disturbed area at any one time;

On land located at: NW, NE & SE 15-15-26-4

and as described on Development Permit Application No. 027-15

and plans submitted by the applicant.

This permit refers only to development outlined in Development Permit Application No. 027-15, **dated** December 19, 2014

And is subject to the conditions contained in the Notice of Decision:

1. Mining Operations shall be limited to the area identified in application and shown on drawing no. 2 of application that includes the resource deposit esker and areas designated for topsoil and overburden stockpiles. For the purpose of defining the pit operational area the private access road from the municipal road is not included in the pit size.
2. Prior to commencing mining operations the applicant/landowner shall provide the Municipal District a digital map identifying the area to be mined in a format deemed to be acceptable by the Development Officer.
3. The Designated Haul Route into and from the pit (with and without aggregate load) shall be along Township 263 to and from Highway 529;

IMPORTANT: See Over

4. Prior to becoming operational the operator shall post a sign at the entrance/exit of the property that:
 - I. identifies the haul route as Township Road 263 to and from Highway 529;
 - II. requires drivers to use the haul route regardless of whether or not they are empty;
 - III. post the speed limit pursuant to the Heavy Haul Agreement (80 km/hr); and
 - IV. mandates strict compliance with the designated haul route;

All signage being installed shall adhere to the provisions of Municipal Land Use Bylaw signage regulation and the contents approved by the Development Officer prior to being erected;

5. Prior to commencing mining operations the landowner and the operator shall enter into a development agreement with the municipality for contributions to the upgrading of that portion of Range Road 263 to be upgraded by the developer of the Twin Valley Resort residential development.
6. Prior to the development commencing the pit operator shall enter into a 'Heavy Hauler Road Use Agreement' with The Municipal District of Willow Creek No. 26 and a valid Heavy Haul Agreement must be maintained for the duration of the permit.
7. Maximum summer operating hours will be from 7:00 am to 7:00 pm Monday to Friday and 7:00 am to 5:00 pm on Saturdays. Maximum winter hours will be from 8:00 am to 5:00 p.m. six days a week (Monday – Saturday);
8. A satisfactory interim inspection report on the recontour and reseedling, in regards to periodic and final reclamation undertakings shall be obtained from Alberta Environment and a copy of same shall be filed with the Municipal District Office at the time of reclamation;
9. The Municipal District may require that satisfactory interim reclamation reports be obtained from Alberta Environment and Sustainable Resource Development at any time;
10. The mining operations shall be subject to review by the Municipal District annually to ensure compliance with the terms of the development permit.
11. Prior to becoming operational, a Municipal Business license pursuant Municipal Business License Bylaw shall be obtained and maintained;

12. Stockpiles shall be no greater than 10 meters in height in order to minimize the impact of turbulence;
13. The applicant/landowner shall comply with the Alberta Weed Control Act by controlling the spread of "prohibited noxious" and "noxious weeds".
14. Minimum of 6.1 meters (20 feet) setback from adjacent landowners property lines;
15. No portion of the operation shall encroach on the required 75-foot setback from the municipal road allowance boundary, including but not necessarily limited to, mining, and stockpiling;
16. Alberta Environment's "Code of Practice for Pits" shall be adhered to;
17. Historical Resource Act clearance shall be obtained from Historical Resources and a copy filed with the Municipal District prior to the development commencing;
18. Prior to the development commencing the pit shall be registered with Alberta Environment and Sustainable Resource Development and a copy of the registration document filed with the Municipal District;
19. The applicant shall be responsible for all cost incurred by the Municipal District to install three (3) "Sand and Gravel Designated Haul Route" informational signs on the following municipal road allowances:
 - I. at the intersection of Township road 152 & Range Road 262;
 - II. at the intersection of Township Road 152 and Range Road 263; and
 - III. at the intersection of Range Road 263 and Highway 529

DATE: April 16, 2015

SIGNED: _____

Gail Gibeau
Development Officer
The Municipal District of Willow Creek

IMPORTANT:

This development permit is subject to the following conditions:

1. **This permit indicates that only the development to which it relates is authorized in accordance with the provisions of the Land Use Bylaw. This is not a BUILDING PERMIT. The applicant is not excused from complying with the requirements of any federal, provincial or other municipal legislation, or the conditions of any easement, covenant, building scheme or agreement affecting the development or land.**

- 2. This permit, issued in accordance with the notice of decision, is valid for a period of 12 months from the date of approval. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit is no longer valid. An application to extend the validity of a development permit for up to 24 months may be made in accordance with the provisions of the Land Use Bylaw.**
- 3. If this development permit is issued for construction of a building, including the exterior finish of the building, it shall be completed within 12 months from the date of issue of this development permit.**
- 4. The Development Officer may, in accordance with the Act, issue a stop order or suspend or cancel a development permit in order to ensure that the provisions of the bylaw are complied with.**
- 5. This permit is transferable only in accordance with the provisions of the Land Use Bylaw.**
- 6. If the use for which this development is issued is discontinued for two years or more, then a new application for development to recommence said use must be made in accordance with the provisions of the Land Use Bylaw.**
- 7. The issuance of this development permit is subject to the condition that it does not become effective until 14 days after the date of the issuance of the notice of decision. Should this decision be appealed within 14 days after the notice of decision has been issued, the permit shall not become effective until the appeal shall have been determined and the permit upheld thereby. Should development be commenced within the 14-day time frame and an appeal be launched against this proposal and subsequently be upheld by the subdivision and development appeal board, any costs incurred shall be at the sole expense of the developer.**
- 8. If the development application has been appealed, the applicant shall not commence any development until the decision of the subdivision and development appeal board has been officially rendered in writing and authorizes the proposed development.**



Municipal District of Willow Creek #26 For Information

Date Submitted: May 20, 2020

Originated by: CAO

Subject: Nuisance and Unsightly Bylaw

RECOMMENDATION

To review and adopt Bylaw No. 1870.

SUMMARY

As part of the ongoing process to consolidate former Town of Granum and MD bylaws Bylaw 1870 this new bylaw will update the following municipal enforcement options available to the municipality:

1. Provide for a general prohibition against allowing nuisances or dangers to public safety including a greater detail on what constitutes a 'nuisance', a danger to public safety or an 'unsightly premises' pursuant to Sections 545 and 546 of the MGA.
2. Provide a comprehensive definition of 'occupant' and 'owner' to improve enforceability.
3. Define 'reasonable state of repair' for consistent bylaw enforcement.
4. Consolidate all enforcement matters into one comprehensive section that will address inspection and enforcement measures, issuance of an order, appeal of an order to a body established by the bylaw, the ability for the MD to enter any property and remedy a nuisance or danger to the public and the recovery of costs.
5. Establish penalties.
6. Permit registration of a caveat by the municipality on the title of unsightly properties.
7. Provide for the reimbursement of all costs related to remedies undertaken for unsightly, danger to public or nuisance properties to the municipality.
6. Standardize forms to provide for a Stop Order form and Request for Review form and Order to Remedy Unsightly Premises or Danger to Public Safety form with accompanying Request for Review form pursuant to Section 547 of the Act.

BACKGROUND

Currently the MD has two nuisance and unsightly property bylaws in effect: Municipal District of Willow Creek No. 26 Bylaw No. 1646 and Town of Granum Bylaw No. 2103-03. Bylaw No. 1870 replaces both.

ATTACHMENTS

Bylaw No. 1870

Prepared By:

Director / CAO / Committee

Reviewed and Approved for Agenda

Chief Administrative Officer

**MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1870**

BEING A Bylaw of the Municipal District of Willow Creek No. 26 in the Province of Alberta, for the purpose of regulating, controlling and abating nuisances and remedying dangerous and unsightly premises;

WHEREAS the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time, provides that the Council of a municipality the authority to pass Bylaws respecting Nuisances and Dangerous and Unsightly Premises;

AND WHEREAS the *Safety Codes Act*, R.S.A. 2000, c. S-1, as amended or repealed and replaced from time to time provides the Council of Municipal District of Willow Creek with the authority to establish minimum standards for the maintenance of buildings and Structures;

AND WHEREAS the Council of Municipal District of Willow Creek No. 26, deems it expedient, desirable and in the public's interest to pass a Bylaw to promote and enforce standards relating to the state and condition of properties and to regulate, control and abate Nuisances, and Dangerous and Unsightly Premises within the MD.

NOW THEREFORE, the Council of the Municipal District of Willow Creek No. 26, in the Province of Alberta, duly assembled, enacts as follows:

1. SECTION 1- SHORT TITLE

1.1. This Bylaw may be cited as the "Nuisance and Unsightly Premises Bylaw"

2. SECTION 2 – DEFINITIONS

2.1. “Abandoned Equipment” means equipment or machinery which has been rendered inoperative by reason of its disassembly, damage, age, or the deterioration of its mechanical condition, and includes but is not limited to, any household appliances stored outside of a residence or any other Structure, regardless of whether the household appliance is in an inoperative condition.

2.2. “Abandoned Vehicle” means the entirety or any portion or any Motor Vehicle where that vehicle:

2.2.1. is in a rusted, wholly or partially wrecked, dismantled or inoperative condition, and is not located within a Structure or located on Property such that it can be concealed from view; or

2.2.2. has no current license plate attached to it and, in respect of which, no registration certificate has been issued for the current year; and

2.2.3. is inoperative in operative by reason of missing or disassembled parts or equipment, and is not located within the Structure or located on Property such that it can be concealed from view.

2.3. “Animal Material” means any animal excrement and includes all material accumulated on a premises from pet pens, pet yards, stables, veterinary clinics, animal hospitals, kennels, or feed lots;

- 2.4 “Ashes” means the powdery residue accumulated on Property which is left after the combustion of any substance and includes any partially burnt wood, coal, or charcoal;
- 2.5. “Board” means the Unsightly Premises Appeal Board established by Section 8 of the Bylaw in accordance with Section 145 of the *Municipal Government Act*.
- 2.6 “Building Material” means all construction and demolition material accumulated on a Property while construction, alteration, repair, or demolition of anything on the Property is taking place, will take place, or has taken place, and includes but is not limited to earth, vegetation, or rock displaced during such activities;
- 2.7. “CAO” means the Chief Administrative Officer of the MD;
- 2.8. “Council” means the municipal Council of the MD;
- 2.9. “Enforcement Officer” means a Community Peace Officer appointed by the MD pursuant to the provisions of the *Municipal Government Act*, and a member of the Royal Canadian Mounted Police. A Community Peace Officer is a Designated Officer for the purposes of enforcing this Bylaw;
- 2.10. “Land Use Bylaw” means the MD's Land Use Bylaw, Bylaw No. 1826, as amended or repealed and replaced from time to time;
- 2.11. “MD” shall mean the Municipal District of Willow Creek No. 26 and jurisdiction;
- 2.12 “Motor Vehicle” means Motor Vehicle as defined in the *Traffic Safety Act*, R.S.A. 2000, c.T-6, as amended or repealed and replaced from time to time;
- 2.13 “Municipal Government Act” means the *Municipal Government Act*, R.S.A. 2000, c. 26, as amended or repealed and replaced from time to time;
- 2.14 “Nuisance” means any condition or use of Property which, in the opinion of an Enforcement Officer, constitutes an unreasonable interference with the use and enjoyment of other Property and includes, without limiting the foregoing, those conditions set out at Sections 4 and 5 of this Bylaw;
- 2.15 “Occupant” means any person other than the Registered Owner who is in possession of the Property, including but not restricted to a lessee, a licensee or tenant of the Property;
- 2.16 “Order” means any Stop Order issued by an Enforcement Officer in accordance with Section 7 of this Bylaw;
- 2.17 “Owner” means:
- 2.17.1 Any Person registered as the Owner of the Property under the *Land Titles Act*, R.S.A. 2000, c. L-4, as amended or repealed and replaced from time to time;
- 2.17.2 Any Person who is named as the Owner of Property on the Assessment Roll of the MD;
- 2.17.3 A Person who has become the beneficial owner of the Property, including a Person who has entered into a Purchase and Sale Agreement, whether he or she has purchased or otherwise acquired directly from the Owner or from another

purchaser, and who has not yet become the registered Owner thereof;

2.17.4 A Person holding himself out as the Person exercising the power or authority of ownership or, who for the time being exercises the powers and authority of ownership over the Property including an Occupant; or

2.17.5 A Person in control of the Property under construction.

2.18 “Person” means a corporation, partnership, or individual, and heirs, executors, administrators or other legal representative of an individual;

2.19 “Property” means any lands, Structures or premises, or any fixtures located thereupon, within the MD;

2.20 “Provincial Offences Procedure Act” means the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time;

2.21 “Public Land” includes, but is not limited to:

2.21.1 municipal rights-of-way including highways, roads, roadways, boulevards, sidewalks, walkways, road allowances, streets, lanes, road diversions, bridges, titled rights-of-way, undeveloped road rights-of-way, public space, drainage rights-of-way; storm water management facilities, water storage facilities and waste water storage facilities;

2.21.2 property developed or used by the Municipality as a public park, sports field, playground or recreational area;

2.21.3 reserve land designated as reserve under the Act including: municipal reserve, school reserve, municipal and school reserve and environmental reserve;

2.21.4 property owned and or titled to the Municipality, including but not limited to lands that have been developed with a building or structure; and

2.21.5 Property under the direction, control or management of the Municipality.

2.22 “Refuse” includes, but is not limited to:

2.22.1 all solid and liquid waste, and debris, junk or effluent belonging to or associated with a house or household or any industry, trade or business;

2.22.2 vehicle parts or accessories; furniture, appliances, machinery or parts thereof; animal excrement; and

2.22.3 any unused or unusable material that by reason of its state, condition or excessive accumulation, in the opinion of the Enforcement Officer:

2.22.3.1 appears to have been discarded or abandoned; or appears to be useless or of no particular value; or

2.22.3.2 appears to be used up or worn out in whole or part.

2.23 “Reasonable State of Repair” means the condition of being:

2.23.1 structurally sound;

2.23.2 free from damage;

- 2.23.3 free from rot or other deterioration; and
- 2.23.4 safe for its intended use.
- 2.24 “Structure” includes a retaining wall and any thing which includes a roof regardless of whether or not it has walls or sides
- 2.25 “Unsightly Premises” means any Property, whether land, buildings, improvements to lands or buildings, or any other combination of the above, located on land within the MD that, in the opinion of a Enforcement Officer, is unsightly to such an extent as to detrimentally affect the repose, amenities, use, value or enjoyment of the surrounding properties in reasonable proximity to the Unsightly Premises, or as otherwise detrimental to the surrounding area or in an unsightly condition as defined by the *Municipal Government Act*;
- 2.26 “Violation Ticket” means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act* and any Regulations thereunder;
- 3. SECTION 3 – APPLICATION
 - 3.1. Every Owner and Occupant of Property within the municipal boundaries of the MD shall ensure that Property owned or occupied by him or her complies with this Bylaw.
 - 3.2. If there is more than one Owner or Occupant of Property, all Owners and Occupants of that Property are jointly and severally responsible to ensure that the Property complies with this Bylaw.
- 4. SECTION 4 - NUISANCES AND UNSIGHTLY PREMISES
 - 4.1. An Owner or Occupant of Property shall not cause or allow that Property or his or her use of that Property to constitute a Nuisance.
 - 4.2. An Owner or Occupant of Property shall not cause or allow that Property to be a danger to public safety or to be an Unsightly Premises.
 - 4.3. No Person shall cause, permit or allow Refuse, Abandoned Equipment or Abandoned Vehicles to collect, accumulate or to be stored upon Property owned or occupied by him or her except in appropriate containers provided for the temporary storage of Refuse or other waste materials for pick-up and disposal at a sanitary land fill, recycling center or other waste management facility, or except as otherwise permitted pursuant to a statute or this Bylaw, the MD’s Land Use Bylaw, or another Bylaw.
 - 4.4. Conditions constituting a Nuisance, danger to public safety and/or Unsightly Premise may include, but shall not be limited to:
 - 4.4.1 the accumulation of Refuse or other waste products on Property;
 - 4.4.2 grass growth, or the presence of weeds, plants or foliage, which in the opinion of the Enforcement Officer, shows significant signs of neglect by the Owner of the Property;
 - 4.4.3 the presence or accumulation of Animal Material, yard material, Ashes, scrap Building Material hazardous materials, noxious fumes, manure or sewage on the Property;

- 4.4.4 the accumulation of Abandoned Vehicles, Abandoned Equipment or household appliances;
- 4.4.5 the presence of trees, shrubs, weeds or other vegetation which as a result of its location on the Property has caused, or is causing damage to adjacent Property or Public Land;
- 4.4.6 dense or opaque smoke emitted into the atmosphere which creates a Nuisance;
- 4.4.7 the failure to dispose of Refuse or other waste products accumulating in temporary storage containers upon the Property;
- 4.4.8 the lack of repair or maintenance of buildings, Structures or Property which creates a Nuisance, including but not limited to:
 - 4.4.8.1 the significant deterioration of buildings, Structures or improvements, or portions of buildings, Structures or improvements;
 - 4.4.8.2 broken or missing windows, siding, shingles, shutters, eaves or other building material; or
 - 4.4.8.3 significant fading, chipping, peeling or absence of painted areas of buildings, Structures or improvements on Property.
- 4.4.9 the presence of excavations, Structures, materials or any other hazard or condition which poses a danger to public safety.
- 4.4.10 creating a Nuisance on Public Land.

5. SECTION 5 – MAINTENANCE STANDARDS

5.1 All buildings, Structures and improvements to Property shall be maintained so that:

- 5.1.1 the foundations;
- 5.1.2 exterior walls;
- 5.1.3 roof;
- 5.1.4 windows, including frames, shutters and awnings;
- 5.1.5 doors, including frames and awnings;
- 5.1.6 steps and sidewalks; and
- 5.1.7 fences; are kept in a Reasonable State of Repair and do not create a Nuisance.

5.2 All fixtures, improvements, renovations, or additions to any building, Structure or improvement on Property, including but not limited to:

- 5.2.1 exterior stairs;
- 5.2.2 porches;
- 5.2.3 decks;
- 5.2.4 patios;

- 5.2.5 landings;
 - 5.2.6 balconies; or
 - 5.2.7 other similar Structures shall be maintained in a Reasonable State of Repair and do not create a Nuisance.
- 5.3 No Owner or Occupier of Property shall allow the accumulation of Building Materials on the Property, whether new or used, unless the Owner or Occupier can establish that a construction, renovation, alteration, repair, or demolition work is being carried out on the Property and that:
- 5.3.1 the work has begun or the commencement of the work is imminent;
 - 5.3.2 the Building Materials found on the Property directly relate to the work taking place on the Property in a quantity reasonable to complete the work;
 - 5.3.3 the work has not been suspended for a period in excess of sixty (60) days; and
 - 5.3.4 the work has a finite completion date.
- 5.4 An Owner or Occupier of Property shall ensure that all Building Materials stored on a Property for the purposes of imminent or ongoing construction, renovation, alteration, repair, or demolition work, which are not in contravention of Section 5.3, are stacked or stored in an orderly and tidy manner.
- 6 SECTION 6 – COMPLIANCE WITH APPLICABLE LAWS
- 6.1 Nothing in this Bylaw relieves a Person from compliance with any and all applicable Federal and Provincial laws and/or regulations, and/or other Bylaws or requirements of the MD for permits, orders, or licenses.
- 7 SECTION 7 – ENFORCEMENT
- 7.1 An Enforcement Officer may, for the purpose of ensuring that the provisions of this Bylaw are being complied with, enter in or upon any Property, in accordance with Section 542 of the *Municipal Government Act*, to carry out an inspection, enforcement or other action required or authorized by this Bylaw, the *Municipal Government Act*, or any other applicable statute.
- 7.2 In determining whether or not any Property may be an Unsightly Premises as defined in this Bylaw, an Enforcement Officer shall have regard as to:
- 7.2.1 The zoning, use and location of the Property; and
 - 7.2.2 In areas of irregular mixed zoning, current collective standards as well as permitted and discretionary land uses will be considered; and
 - 7.2.3 The general condition and state of tidiness of the neighboring or surrounding Property; and

- 7.2.4 The period of time the Property has been in the state of non-compliance; and
 - 7.2.5 Any other circumstances or facts relating to the Property that the Enforcement Officer deems relevant to the said determination; and
 - 7.2.6 Whether or not the Property is undergoing construction or renovation, and the period of time that such activity has been ongoing; and
 - 7.2.7 Section 7.2 of this Bylaw is not intended to be an exhaustive list of factors which may be considered in determining whether a Property is an Unsightly Property.
- 7.3 No Person shall interfere with or obstruct an Enforcement Officer or a person authorized to perform inspection or enforcement duties pursuant to this Bylaw on behalf of the MD from performing his or her duties under this Bylaw.
- 7.4 An Enforcement Officer shall provide the Owner or Occupant of the Property with reasonable notice as required by the *Municipal Government Act*, when exercising his or her authority to enter onto Property for inspection or enforcement under Section 7.1 of this Bylaw.
- 7.5 Where, in the opinion of the Enforcement Officer, a contravention of this Bylaw has occurred, the Enforcement Officer may issue an Order in accordance to Sections 545, of the *Municipal Government Act* to the Owner and/or Occupant responsible for the contravention to remedy the contravention in any manner deemed necessary in the circumstances.
- 7.6 An Order issued by an Enforcement Officer under Section 7.5 may, in the case of a Nuisance:
- 7.6.1 direct the Person to whom the Order is issued to stop doing something, or change the way in which the Person is doing that thing;
 - 7.6.2 direct the Person to whom the Order was issued to take any action or measure necessary to remedy the contravention of this Bylaw, including the removal or demolition of a building, Structure or improvement that has been erected or placed in contravention of this Bylaw and, if necessary, to prevent the recurrence of the contravention;
 - 7.6.3 state a time within which the Person to whom the Order was issued must comply with the directions;
 - 7.6.4 state that if the Person to whom the Order was issued does not comply with the directions within the specified time, the MD may take any action or measures reasonably necessary to remedy the contravention at the expense of the Person in accordance with the provisions of this Bylaw and the provisions of the *Municipal Government Act*, and
 - 7.6.5 shall notify the Person to whom the Order was issued of the right to apply by written notice for review of the Order in the form provided at Schedule "B" of the Bylaw and the required fee for such a request, as set out at Schedule "A" of this Bylaw.

- 7.7 If, in the opinion of the Enforcement Officer, any Property within the MD is an Unsightly Premise, or any building, Structure, improvement, excavation or hole is a danger to public safety, or the property is detrimental to the surrounding area or the property is in an unsightly condition the Enforcement Officer may issue an Order in accordance to Section 546 of the *Municipal Government Act* to the Owner and/or Occupant responsible for the contravention to remedy the contravention in any manner deemed necessary in the following circumstances:
- 7.8
- 7.8.1 requiring the Owner or Occupant of the Unsightly Premises to remove or demolish the Unsightly Premises;
 - 7.8.2 requiring the Owner or Occupant of the Unsightly Premises to improve the appearance of the Property in the manner specified, or if the Property is a building, Structure or improvement, to remove or demolish that building, Structure or improvement and level the site;
 - 7.8.3 requiring the Owner or Occupant of the Property to eliminate the danger to public safety in the manner specified, or to remove or demolish the building, Structure or improvement and level the site;
 - 7.8.4 requiring the Owner or Occupant of the Property that contains an excavation or hole to eliminate the danger to public safety in the manner specified, or to fill in the excavation of hole and level the site;
 - 7.8.5 stating a time within which the Owner or Occupant must comply with the Order;
 - 7.8.6 state that if the Owner or Occupant not comply with the directions within the specified time, the MD may take any action or measures reasonably necessary to remedy the contravention at the expense of the Person in accordance with the provisions of this Bylaw and the provisions of the *Municipal Government Act*, and
 - 7.8.7 notify the Owner or Occupant of the right to apply by written notice for review of the Order in the form provided at Schedule "B" of the Bylaw and the required fee for such a request, as set out at Schedule "A" of this Bylaw.
- 7.9 An Order issued pursuant to this Bylaw is deemed to have been served on the Person whom it is addressed when the Order has been:
- 7.9.1 in the case of an individual, delivered personally to the individual, or left for the individual at his or her residence with a Person on the Property who appears to be at least EIGHTEEN (18) years of age, or
 - 7.9.2 upon confirmation of receipt, by registered mail, of the Order by the Person to whom it is addressed;
 - 7.9.3 mailed addressed to the last known postal address of the Person responsible for the contravention; or
 - 7.9.4 posted in a conspicuous place on the Property referred to on the Order, when the Bylaw Enforcement Officer has reason to believe:

7.9.4.1 that the Owner or Occupant to whom the Order is addressed is evading service; or

7.9.4.2 no other means of service is available.

7.10 If an Order is mailed as referred to in Section 7.8.3, then it is deemed to be received by the Person to whom it was addressed SEVEN (7) days after the Order was mailed.

7.11 The expenses and costs of any action or measures taken by the MD under this Bylaw are an amount owing to the MD by the Owner, Occupant or any other Person in contravention of the Bylaw and may be collected as a civil debt or:

7.10.1 In the case of an Order regarding a Nuisance issued pursuant to Section 7.5 and 7.7 of this Bylaw, may be added to the tax roll of the Property that is the subject of the enforcement proceedings under the Bylaw; or

7.10.2 In the case of an Order regarding an Unsightly Premises or danger to public safety, issued pursuant to Section 7.7 of this Bylaw, may be added to the tax roll for any Property in the MD for which the Person to whom the Order was issued is the assessed person.

7.12 If the MD sells all or part of a building, Structure or improvement that has been removed under this Bylaw, the proceeds of the sale must be used to pay the expenses and costs of the removal and any excess proceeds must be paid to the Owner or Occupant if entitled to them.

7.13 The MD may register a caveat under the *Land Titles Act* in respect of an Order issued under this Bylaw against the Certificate of Title for the Property that is the subject of the Order.

7.14 If the MD registers a caveat under Section 7.13 of this Bylaw, the MD must discharge the caveat when the Order has been complied with or when the MD has performed the actions or measures referred in the Order.

7.15 Nothing in this Bylaw shall prevent the MD from taking enforcement action directly under the provisions of sections 545, 546, 546.1, 549, 550, 551, 552 or 553.1 of the *Municipal Government Act* to remedy dangers, unsightly property or emergencies and, where such enforcement action is taken, the process shall be governed by the *Municipal Government Act*, and not this Bylaw.

8 SECTION 8 – UNSIGHTLY PREMISES APPEAL BOARD

8.1 The Unsightly Premises Appeal Board is hereby established.

8.2 The Board shall be a Committee of Council as set out in Sections 145 and 146 of the *Municipal Government Act*.

8.3 Council shall decide the number of Persons comprising the Board, up to a maximum of five (5) members, and shall appoint the members of the Board at the discretion of Council.

8.4 The Board may adopt a set of rules and procedures with respect to the conduct of reviews.

8.5 In the event that any member of Council is appointed as a member of the Board, and that member is not in attendance at any meeting of the Board, any other member of Council may sit as a substitute for that member of the Board.

8.6 Pursuant to Section 547 of the *Municipal Government Act*, the Board may review:

8.6.1 Orders issued pursuant to this Bylaw;

8.6.2 Orders issued pursuant to Section 545 of the *Municipal Government Act*,
and

8.6.3 Orders issued pursuant to Section 546 of the *Municipal Government Act*.

8.7 Pursuant to Section 186 of the *Environmental Protection and Enhancement Act*, R.S.A. 2000, c. E-12, the Board may review Orders issued pursuant to Section 183 of that Act.

9 SECTION 9 – REVIEW BY BOARD

9.1 A Person to whom an Order is issued pursuant to Section 7.5 of the Bylaw or Section 545 of the *Municipal Government Act*, may request a review of the Order by written notice to the Board within FOURTEEN (14) days from the date on which the Order is served by providing written notice of the request to the CAO.

9.2 A Person to whom an Order is issued pursuant to Section 7.7 of the Bylaw or Section 546 of the *Municipal Government Act*, may request a review of the Order by written notice to the Board within SEVEN (7) days from the date on which the Order is served by providing written notice of the request to the CAO.

9.3 In the event that a request for a review is received by the CAO after the applicable deadline under Sections 9.1 or 9.2, no review will be scheduled and the Person who submitted the request will be informed in writing that no review will be scheduled. If a review request is received within the time period provided for in this Bylaw, a review by the Board will be scheduled within the relevant period of time and the Person who submitted the request for review will be notified of the date the review will occur.

9.4 Upon review of the Order, the Board may confirm, vary, substitute or cancel the Order.

9.5 The Board shall provide written confirmation of its decision to the recipient of the Order and the Owner of the Property by personal service or by registered mail. In the event that the written confirmation cannot be delivered personally or by registered mail, it may be sent by regular mail to the address provided in the request for review and will be deemed delivered SEVEN (7) days after the date of mailing.

10 SECTION 10 – OFFENCES AND PENALTIES

10.1 Regardless of whether an Order has been issued pursuant to this Bylaw or the *Municipal Government Act*, any Person who contravenes any provision of this Bylaw is guilty of an offence and is liable, upon summary conviction, to a penalty as set out in Schedule "A" herein.

10.2 Under no circumstances shall any Person contravening any provision of this Bylaw be subject to a penalty of imprisonment.

11 SECTION 11 - VIOLATION TICKETS

11.1 An Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket.

11.2 A Violation Ticket issued with respect to a contravention of this Bylaw shall be served upon the Person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.

11.3 A Violation Ticket will be deemed to have been sufficiently served if it was served personally or sent by registered mail to the Person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.

11.4 The Person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the Summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided for in the Schedule "A" to this Bylaw.

12 SECTION 12 – SEVERABILITY

12.1 Should any provision of this Bylaw be found invalid, the invalid provision shall be severed and the remaining Bylaw shall be maintained.

13 SECTION 13 – REPEAL

13.1 Municipal District of Willow Creek No. 26 Bylaw No. 1646 is hereby repealed.

13.2 Town of Granum Bylaw No. 2103-03 is hereby repealed.

14 SECTION 14 – EFFECTIVE DATE

14.1 This Bylaw shall come into force upon receipt of its third and final reading.

READ a first time this 27th day of May, 2020.

Reeve – Maryanne Sandberg

Chief Administrative Officer – Derrick Krizsan

READ a second time this 27th day of May, 2020.

Reeve – Maryanne Sandberg

Chief Administrative Officer – Derrick Krizsan

READ a third time and finally PASSED on this 27th day of May, 2020.

Reeve – Maryanne Sandberg

Chief Administrative Officer – Derrick Krizsan

Schedule “A”

FEES AND SPECIFIED PENALTIES

FEES

Administrative Fee for filing a Request for Review of an Order: \$100.00

SPECIFIED PENALTIES

OFFENCE: TICKET	VIOLATION
Contravention of any provision of the Bylaw	\$250.00
Second Offence within one year	\$500.00
Third offence within one year	\$1000.00
Fourth or subsequent offence within one year up to a maximum of	\$5,000.00

Schedule “B”



**ORDER TO REMEDY A
NUISANCE**

ORDER NUMBER _____

Dated: _____, 20____

To: _____
(Name of Occupant)

Copy To: _____
(Name of Property Owner, if different from above)

In my capacity as a Designated Officer for the purpose of enforcing Bylaw No. 1870, I hereby issue to the above named, an Order pursuant to Section 545 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and the MD’s Bylaw No. 1870 with respect to the following lands:

(Municipal Address)

and/or tab

(Lot) (Block) (Plan)

and/or

(Quarter) (Section) (Township) (Range) (Meridian)

(hereinafter the “Lands”)

As an Enforcement Officer for the MD I have determined that a Nuisance exists on the Lands for the following reasons:

- ***[Insert details of nuisance]***

In accordance with Section 545 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as and the MD’s Bylaw No. 1870, you are **HEREBY ORDERED** to take the following steps **on or before** ***[INSERT DEADLINE]***:

- ***[Insert requirements in detail]***

Please be advised that any failure on your part to comply with the above directions will result in the M.D. of Willow Creek No. 26 taking all or any of the above steps at your sole cost and expense to enforce this Order and bring the Property into compliance with the Bylaw in accordance with Section 549 of the *Municipal Government Act* and Section 7.0 of Bylaw No. 1870. Such enforcement steps may include, but are not limited to:

1. Entering upon the property and taking any action necessary to bring the Property into compliance with Bylaw No. 1870. Such action may include, but is not limited to:

▪ ***[Insert requirements in detail]***

2. Registering this Stop Order against the Certificate of Title to the Property pursuant to the *Land Titles Act* and Section 546.1 of the *Municipal Government Act*;

3. Legal action, including, but not limited to, injunctive relief from the Alberta Court of Queen's Bench pursuant to Section 554 of the ***Municipal Government Act***.
4. Issuing a summons and seeking the imposition of a fines and penalties and a Compliance Order as provided for pursuant to Sections 566 and 567 of the ***Municipal Government Act***.

Please be advised that in the event that you do not comply with this Order and the M.D. of Willow Creek No. 26 is thereby required to take any or all of the above noted steps, in accordance with Sections 553 of the ***Municipal Government Act***, the costs of doing so, including but not limited to solicitor and his own client fees, will be added to the tax roll of the above noted Property. Such amounts will form a special lien against the Property, will be deemed to be property taxes and will be subject to the same collection provisions as property taxes.

You may request a review of this Order to Council of the M.D. of Willow Creek No. 26 in accordance with Section 547 of the ***Municipal Government Act*** by setting out the reasons for the request and delivering it attention CAO, the M.D. of Willow Creek No. 26 Box 550, Claresholm Alberta, T0L 0T0, together with the \$100.00 request for review fee, **within 14 days of receipt of this Order**.

For further information regarding requests for review, please contact:

Derrick Krizsan, Chief Administrative Officer	
273129 Secondary Highway 520 West	Phone: 403-625-3351
PO Box 550	Fax: 403-325-3886
Claresholm, AB T0L 0T0	

_____ **Dated** _____, 20____.

Enforcement Officer
Municipal District of Willow Creek No. 26
Box 550, Claresholm AB, T0L 0T0

Schedule “C”



ORDER TO REMEDY
UNSIGHTLY PROPERTY OR
DANGER TO PUBLIC SAFETY

ORDER NUMBER _____

Dated: _____, 20____

To: _____
(Name of Occupant)

Copy To: _____
(Name of Property Owner, if different from above)

In my capacity as a Designated Officer for the purpose of enforcing Bylaw No. 1870, I hereby issue to the above named, an Order pursuant to Section 546 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and the MD’s Bylaw No. 1870 with respect to the following lands:

(Municipal Address)

and/or

(Lot) (Block) (Plan)

and/or

(Quarter) (Section) (Township) (Range) (Meridian)

(hereinafter the “Lands”)

As a Bylaw Enforcement Officer for the MD I have determined that the Lands constitute an Unsightly Premises **OR** are a danger to public safety for the following reasons:

- *[Insert details of nuisance]*

In accordance with Section 546 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended and Bylaw No. 1870, you are **HEREBY ORDERED** to take the following steps **on or before [INSERT DEADLINE]**:

- *[Insert requirements in detail]*

Please be advised that failure to comply with the directions set out above may result in the M.D. of Willow Creek No. 26 taking all or any of the above steps at your sole cost and expense to enforce this Order and bring the Property into compliance with the Bylaw in accordance with Section 550 of the *Municipal Government Act* and of Bylaw No. 1870.

Please be advised that such enforcement steps include, but are not limited to, any or all of the following:

1. Entering upon the property and taking any action necessary to bring the Property into compliance with Bylaw No. 1870. Such action may include, but is not limited to any or all of the following:
 - *[Insert requirements in detail]*
2. Registering this Stop Order against the Certificate of Title to the Property pursuant to the *Land Titles Act* and Section 546.1 of the *Municipal Government Act*;
3. Legal action, including, but not limited to, injunctive relief from the Alberta Court of Queen's Bench pursuant to Section 554 of the *Municipal Government Act*.

4. Issuing a summons and seeking the imposition of a fines and penalties and a Compliance Order as provided for pursuant to Sections 566 and 567 of the ***Municipal Government Act***.

Please be advised that in the event that you do not comply with this Order and the M.D. of Willow Creek No. 26 is thereby required to take any or all of the above noted steps, in accordance with Sections 553.1 of the ***Municipal Government Act***, the costs of doing so, including but not limited to solicitor and their own client fees, will be added to the tax roll of **any property** within the boundaries of the M.D. of Willow Creek No. 26 for which the recipient(s) of this Order are the assessed persons. Such amounts will form a special lien against the Property, will be deemed to be property taxes and will be subject to the same collection provisions as property taxes.

You may request a review of this Order to Council of the M.D. of Willow Creek No. 26 in accordance with Section 547 of the ***Municipal Government Act*** by setting out the reasons for the request for review and delivering it attention CAO to the M.D of Willow Creek No. 26, together with the \$100.00 request for review fee, **within 7 days of receipt of this Order.**

For further information regarding requests for review, please contact **[INSERT CONTACT INFORMATION]**.

_____ **Dated** _____, 20____.

Enforcement Officer
Municipal District of Willow Creek No. 26
Box 550, Claresholm AB, T0L 0T0



Municipal District of Willow Creek #26 For Information

Date Submitted: May 20, 2020

Originated by: CAO

Subject: Utility Bylaw

RECOMMENDATION

To adopt Bylaw No. 1872 being the Utility Bylaw,

SUMMARY

Attached for your review is a comprehensive Utilities Bylaw for the regulation of water, wastewater and solid waste services in the MD.

The Bylaw incorporates specific instructions pertaining to the provision of water, waste water, solid waste and recycling services within the MD including the Hamlet of Granum, Claresholm Industrial Area, the West Pipeline and Moon River.

The Bylaw includes regulations and conditions which will enable the provision of municipal services within a diverse number of areas and operating structures which are currently in place.

The Bylaw also includes a rate schedule that reflects the for the areas which are serviced by municipal water, waste water, garbage and recycling services – all of which have considerably different operating costs which are reflected in Schedule “E”

BACKGROUND

Currently the utility department at the MD administers the following utility bylaws:

- (a) Municipal District of Willow Creek No. 26 Bylaw No. 1828, Water Utility Rates Bylaw, also known as the Water Services Regulation Bylaw.; and
- (b) Town of Granum Bylaws 2018-03, 2018-10, 2018-11, 2018-12, 2018-14 and 2018-15.

Bylaw No. 1872 will replace all of the aforementioned bylaws and will place all utility services under a common set of regulations which will enable simpler administration and ensure cost recovery.

ATTACHMENTS

Bylaw No. 1872

Prepared By:

Director / CAO / Committee

Reviewed and Approved for Agenda

Chief Administrative Officer

MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

BYLAW No. 1872

THE UTILITIES BYLAW

A BYLAW REGULATING AND PROVIDING FOR THE TERMS, CONDITIONS, RATES AND CHARGES FOR THE SUPPLY AND USE OF WATER SERVICES, WASTEWATER SERVICES AND SOLID WASTE SERVICES PROVIDED BY THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

WHEREAS, pursuant to section 3 of the *Municipal Government Act* the purposes of a municipality include providing services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality;

AND WHEREAS, pursuant to section 7 of the *Municipal Government Act* a council of a municipality may pass bylaws for municipal purposes respecting public utilities and the enforcement of bylaws;

AND WHEREAS, pursuant to Order in Council 17/2020, the Town of Granum has been dissolved and the land formerly contained within the Town of Granum is now part of the Municipal District of Willow Creek No. 26 and the bylaws and resolutions of the Town of Granum continue to apply in the former area of the Town of Granum until those bylaws or resolutions are repealed or replaced by the Council of the Municipal District of Willow Creek No. 26;

NOW THEREFORE the Council of the Municipal District of Willow Creek No. 26, in the Province of Alberta, duly assembled, enacts as follows:

PART I - TITLE AND DEFINITIONS

Bylaw Title

1 This Bylaw shall be known as “The Utilities Bylaw”.

Definitions and Interpretation

2

(1) In this Bylaw, unless the context otherwise requires:

- (a) “**Account**” means an agreement between a Customer and the MD for the supply of Utility Services of which the terms of this Bylaw shall form a part and includes the amounts payable from time to time by the Customer to the MD, as the context requires;
- (b) “**Bulk Waste**” includes furniture, appliances, mattresses, bicycles, or other oversize items not capable of being placed in a Waste Receptacle or a Garbage Bag for collection;
- (c) “**Chief Administrative Officer**” or “**CAO**” means the Chief Administrative Officer of the MD or the Chief Administrative Officer’s delegate;
- (d) “**Collection Area**” means, in respect to Solid Waste Services, the hamlet of Granum;
- (e) “**Collection Schedule**” means the set schedule regarding the provision of Solid Waste Services approved by the Chief Administrative Officer for the weekly collection of Household Waste within the Collection Area;
- (f) “**Commercial Waste**” means any Waste, other than Household Waste, generated by commercial, industrial, institutional, community, governmental, religious or charitable organizations;
- (g) “**Construction Waste**” means any Waste generated by constructing, altering, repairing or demolishing any structure;
- (h) “**Council**” means the council of the Municipal District of Willow Creek No. 26;
- (i) “**MD**” means the municipal corporation of the Municipal District of Willow Creek No. 26 and its duly authorized employees, agents, contractors and other representatives or the geographic area contained within the boundaries thereof, as the context requires;
- (j) “**Cross Connection**” means any temporary, permanent, or potential connection of any piping, fixture, fitting, container or appliance to the Water System that may allow backflow to occur, including but not limited to: swivel or changeover devices, removable sections, jumper connections, and bypass arrangements;
- (k) “**Cross Connection Control Device**” means a testable CSA certified device that prevents the backflow of water;
- (l) “**Curb Stop**” means a valve connected to a Service Connection enabling the turning-on and turning-off of the water supply to a Customer’s Property;

- (m) **“Customer”** means any Person receiving Utility Services and, where the context or circumstances so require, includes any Person who is named on an Account, or who makes or has made an application for Utility Services or otherwise seeks to receive Utility Services, and also includes any Person acting as an agent or representative of a Customer;
- (n) **“Dwelling”** means a private residence with sleeping and cooking facilities used or intended to be use as a residence;
- (o) **“Engineering Design Standards”** means the MD’s Minimum Engineering Design Standards, or in the absence of such standards, generally accepted municipal engineering standards;
- (p) **“Emergency”** means a condition that creates an imminent danger or a real possibility of Property damage, or personal injury, or when a condition or situation is declared to be an emergency by Council, or the Federal or Provincial Crown, or other civil authority having jurisdiction;
- (q) **“Facilities”** means any infrastructure forming part of:
 - i. the Water System, including without limitation: water treatment plants, reservoirs, pumping stations, Water Mains, Water Service Lines, bulk water stations, Curb Stops, valves, fittings, fire hydrants, chambers, Meters, Cross Connection Control Devices and all other equipment and machinery of whatever kind owned by the MD that is used to produce and supply potable water to Customers; or
 - ii. the Wastewater System, including without limitation: Wastewater treatment plants, Wastewater lagoons, pumping stations, Wastewater Mains, Wastewater Service Lines, valves, fittings, chambers, Meters, and all other equipment and machinery of whatever kind owned by the MD that is used for the collection, transmission, treatment and disposal of Wastewater;

as the context requires.

- (s) **“Garbage Bag”** means a non-returnable plastic bag meeting the following specifications:
 - (i) made from sturdy material which is strong enough to withstand normal handling and lifting;
 - (ii) can be securely tied at the top;
 - (iii) is in good condition, free from rips and tears; and
 - (iv) not exceeding 20 kilograms including its contents.
- (t) **“Hazardous Waste”** has the same meaning as in the *Environmental Protection and Enhancement Act* and associated regulations;
- (u) **“Household Waste”** means unwanted refuse or materials intended for disposal generated by normal human living processes and domestic activities;
- (v) **“Liquid Waste”** means any Waste, other than Hazardous Waste, having a moisture-content in excess of 30%;
- (w) **“MD”** means the municipal corporation of the Municipal District of Willow Creek No. 26 and its duly authorized employees, agents, contractors and other representatives or the geographic area contained within the boundaries thereof, as the context requires;
- (x) **“Meter”** means the individual or compound water meter, of a make and model approved by the MD, and all other equipment and instruments, including but not limited to, radio frequency units and remote meter reading devices supplied and used by the MD to calculate and register the amount of water consumed relative to the land and buildings that the Meter is designed to monitor;
- (y) **“Multiple Dwelling”** means a wholly or partially residential development containing more than one Dwelling, whether or not the development is within a single building;
- (z) **“Non-Residential Premises”** means any building that is used for commercial, industrial or institutional purposes and does not include Residential Premises;
- (aa) **“Occupant”** means a Person occupying a Property, including a lessee or licensee, who has actual use, possession or control of the Property;

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- (bb) **“Owner”** means:
- i. in the case of land, the Person who is registered under the *Land Titles Act* as the owner of the fee simple estate in the parcel of land; or
 - ii. in the case of any property other than land, the Person in lawful possession of it;
- (cc) **“Peace Officer”** includes a Bylaw Enforcement Officer appointed by the MD, a Community Peace Officer whose appointment includes enforcement of the MD’s Bylaws and a member of the Royal Canadian Mounted Police;
- (dd) **“Person”** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative to whom the context applies according to law;
- (ee) **“Private Drainage Line”** means that portion of a Service Connection that extends from the property line to an improvement or location on a Customer’s Property that receives, or is to receive Wastewater Services, comprised of the Customer-owned assembly of pipes, fittings, fixtures, traps and appurtenances for the collection and transmission of Wastewater into the Wastewater System;
- (ff) **“Private Wastewater Disposal System”** means an on-site Wastewater treatment system for the treatment and disposal of Wastewater that is not connected to the Wastewater System, as defined in the Alberta Private Sewage Systems Standard of Practice 2015 adopted by the *Private Sewage Disposal Systems Regulation*;
- (gg) **“Private Water Line”** means that portion of a Service Connection that extends from the property line to an improvement or location on a Customer’s Property that receives, or is to receive, Water Services, comprised of the Customer-owned assembly of pipes, fittings, fixtures, traps and appurtenances for providing water to a Customer’s Property, excluding the Meter owned by the MD;
- (hh) **“Property”** means:
- i. in the case of land, a parcel of land including any buildings; or
 - ii. in other cases, personal property;
- (ii) **“Recreational Vehicle”** means a vehicular or trailer type unit designed to provide temporary living quarters for recreational, camping, travel or seasonal use;
- (jj) **“Residential Premises”** means any building that is used as a Dwelling and includes a Multiple Dwelling;
- (kk) **“Service Connection”** means all of the Facilities required to achieve a physical connection between:
- i. the MD’s Water Main and the structure, improvement or location that receives Water Services, to allow a Customer to receive potable water, which includes a Water Service Line and a Private Water Line; or
 - ii. the MD’s Wastewater Main and the structure, improvement or location that receives Wastewater Services, to allow a Customer to discharge Wastewater, which includes a Wastewater Service Line and a Private Wastewater Line;
- as the context requires;
- (ll) **“Solid Waste Services”** means the curb side collection of Household Waste from Properties within the Collection Area;
- (mm) **“Subsidiary Meter”** means a privately owned Meter installed on Property at the Customer’s expense and utilized strictly for the Customer’s purposes;
- (nn) **“Terms and Conditions”** means the terms and conditions in respect of Water Services, Wastewater Services and Solid Waste Services described in Schedules “A”, “B”, “C”, “D” and “E”;
- (oo) **“Utility Services”** means Water Services, Wastewater Services or Solid Waste Services or any combination of them;
- (pp) **“Utility Services Guidelines”** means those guidelines, procedures, protocols, requirements, specifications or standards adopted by the Chief Administrative Officer from time to time pursuant to Section 6 of this Bylaw;
- (qq) **“Violation Ticket”** has the same meaning as in the *Provincial Offences Procedure Act*;

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- (rr) **“Waste”** means any discarded material intended for disposal and includes but is not limited to Bulk Waste, Commercial Waste, Construction Waste, Hazardous Waste, Household Waste and Liquid Waste;
 - (ss) **“Waste Collection Fee”** means the fixed monthly service fee charged to the Owner of a Property that is provided Solid Waste Services;
 - (tt) **“Waste Collector”** means any authorized employee or agent of the MD performing Waste collection activities;
 - (uu) **“Waste Receptacle”** means a sturdy reusable container of rust resistant material, of a tapered cylindrical design, having a smooth rim, two rigid fixed handles and a removable watertight lid, and meeting the following requirements:
 - (i) not exceeding 20 kilograms including its contents;
 - (ii) no smaller than 60 liters and no larger than 100 litres; and
 - (iii) in a safe, serviceable condition.
 - (vv) **“Wastewater”** means the composite of water and water-carried wastes associated with the use of water for drinking, food preparation, washing, hygiene, sanitation or other domestic purposes, but does not include wastewater from industrial processes;
 - (ww) **“Wastewater Main”** means those pipes installed for the collection and transmission of Wastewater within the MD to which a Service Connection may be connected;
 - (xx) **“Wastewater Service Line”** means that portion of a Service Connection owned by the MD that extends from the Wastewater Main to the property line of a Property that receives, or is to receive, Wastewater Services;
 - (yy) **“Wastewater Services”** includes the collection, transmission, treatment and disposal of Wastewater, as applicable, and associated services offered to the Customer under this Bylaw;
 - (zz) **“Wastewater System”** means the Facilities used by the MD for the collection, transmission, treatment and disposal of Wastewater, which is deemed to be a municipal public utility within the meaning of the *Municipal Government Act*;
 - (aaa) **“Water Conservation and Demand Management Measures”** means restrictions upon the use of water for non-essential purposes, including but not limited to: irrigation, watering livestock, washing of vehicles, driveways or sidewalks, and any other purpose where water is utilized externally to a building and on any certain day or for a certain time period;
 - (bbb) **“Water Main”** means those pipes installed for the conveyance of potable water within the MD to which Service Connections may be connected;
 - (ccc) **“Water Service Line”** means that portion of a Service Connection owned by the MD that extends from the Water Main to the property line of a Property that receives, or is to receive, Water Service;
 - (ddd) **“Water Services”** means the provision of potable water by the MD to a Customer’s Property and associated services offered to the Customer under this Bylaw; and
 - (eee) **“Water System”** means the Facilities used by the MD to supply potable water to Customers, which is deemed to be a municipal public utility within the meaning of the *Municipal Government Act*.
- (2) In this Bylaw, a citation of or reference to any act or regulation of the Province of Alberta or of Canada, or of any other bylaw of the MD, is a citation of or reference to that act, regulation, or bylaw as amended or replaced.

PART II - PROVISION OF UTILITY SERVICES

Other Public Utilities Prohibited

3

- (1) The MD or its authorized representatives shall be the exclusive provider of Utility Services, where available, to eligible Customers within the boundaries of the MD.
- (2) No Person shall provide a service within the MD that is similar in type to the Utility Services provided pursuant to this Bylaw unless authorized by Council.

Terms and Conditions

- 4 All Utility Services shall be provided in accordance with Schedules “A”, “B”, “C”, “D”, and “E” as applicable.

Rates, Fees and Charges

5

- (1) The MD will provide Utility Services to Customers within the MD at the rates, fees or other charges specified in Schedule “E”, as may be amended by Council by bylaw from time to time.
- (2) Subject to subsection (3), additional services provided by the MD to a Customer will be billed to the Customer in accordance with an agreement between the Customer and the MD.
- (3) Additional costs arising from:
 - (a) requirements or requests for specific non-routine services not more particularly described in this section or the acts or omissions of any particular Customer or defined group of Customers, or
 - (b) repairs or remedies of any loss or damage to Facilities or other property that is caused by a Customer or any other party for whom a Customer is responsible in law, including, without limitation, any costs or damages described in any judgment of a court in the MD 's favourmay, at the Chief Administrative Officer's sole option, and in addition to any other legally available remedies, be added to a Customer's Account as an additional amount due and payable by the Customer to the MD.

Utility Services Guidelines

6

- (1) Subject to subsection (2), the Chief Administrative Officer may adopt, amend, repeal and replace Utility Services Guidelines from time to time as the Chief Administrative Officer deems advisable.
- (2) Utility Services Guidelines must not be inconsistent with this Bylaw and, in the event of an inconsistency, this Bylaw shall prevail.
- (3) Without limiting the generality of subsection (1), Utility Service Guidelines may deal with any or all of the following subject matters:
 - (a) procedures or requirements that a Customer must comply with before a Service Connection is installed or activated, or before Utility Services are provided, or as a condition of ongoing provision of Utility Services;
 - (b) Customer Accounts, including, without limitation, provisions or requirements concerning: opening an Account, making payments on an Account, consequences for failure to pay Accounts in full, lost bills, dishonoured cheques, collection of delinquent Accounts, adjusting improperly billed Accounts, Utility Services application fees, handling of confidential Customer Account information, closing an Account, and any other matter relating to Customer Accounts;
 - (c) measurement of water consumption, including without limitation provision or requirements concerning: meter inspection and testing, meter settings, chambers and installations, meter reading, disputes concerning meter data, estimates of consumption or Subsidiary Meters, remote meter reading devices, relocation of meters, access for meter readers, and adjustments to bills when meters have malfunctioned;
 - (d) procedures or requirements concerning investigating Customer complaints and concerns;
 - (e) procedures or requirements for provision of temporary Water Services, including without limitation Water Services provided during the construction phase of a development;

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- (f) procedures or requirements that a Customer must comply with in order to access a MD bulk water station;
- (g) procedures or requirements for upgrading, re-sizing, relocating or otherwise changing a Service Connection, whether at the instigation of the MD or at the request of a Customer;
- (h) the turn-on and turn-off of Water Services, whether at the instigation of the MD or at the request of a Customer; and
- (i) supply of water for firefighting purposes, including without limitation procedures or requirements concerning the maintenance of public and private fire hydrants and permissible use of water from fire hydrants.

Notices

- 7 In any case in which written notice is required to be provided to a Customer pursuant to this Bylaw, the Chief Administrative Officer may serve notice:
- (a) personally;
 - (b) by e-mail if the Customer has consented to receive documents from the MD by e-mail and has provided an e-mail address to the MD for that purpose;
 - (c) by mailing or delivering a copy of the notice to the last known address of the Customer as disclosed in the MD's assessment roll for the Property; or
 - (d) if the Customer does not answer the door, by placing the written notice on the door of the Property.

Authority of the Chief Administrative Officer

- 8 Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer is authorized to, in accordance with this Bylaw and all other applicable laws:
- (a) take any steps and carry out any actions required to give effect to, and enforce, the provisions of this Bylaw;
 - (b) establish forms for the purpose of this Bylaw; and
 - (c) delegate any powers, duties or functions under this Bylaw to an employee of the Municipality.

PART III - ENFORCEMENT

Offence

- 9 A Person who contravenes any provision of this Bylaw is guilty of an offence.

Continuing Offence

- 10 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a Person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

Vicarious Liability

- 11 For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

Corporations and Partnerships

- 12
- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
 - (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

- 13
- (1) A Person who is guilty of an offence is liable to a fine in an amount not less than \$100.00 and not exceeding \$10,000.00.
 - (2) Without restricting the generality of subsection (1) the fine amounts established for use on Violation Tickets, if a voluntary payment option is offered, are as set out in Schedule “F”.

Violation Ticket

- 14
- (1) A Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
 - (2) Subject to the *Provincial Offences Procedure Act* and the regulations thereunder, if a Violation Ticket is issued in respect of an offence, the Violation Ticket may;
 - (a) specify the fine amount established by this Bylaw for the offence; or
 - (b) require a Person to appear in court without the alternative of making a voluntary payment.

Voluntary Payment

- 15 A Person who commits an offence may:
- (a) if a Violation Ticket is issued in respect of the offence; and
 - (b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;
- make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

Obstruction

- 16 No Person shall obstruct, hinder or impede any authorized representative of the MD in the exercise of any of their powers or duties pursuant to this Bylaw.

PART IV - GENERAL

Schedules

- 17 The following schedules are included in, and form part of, this Bylaw:
- (a) Schedule “A” – General Terms and Conditions of Utility Services;
 - (b) Schedule “B” – Terms and Conditions of Water Services;
 - (c) Schedule “C” – Terms and Conditions of Wastewater Services;
 - (d) Schedule “D” – Terms and Conditions of Solid Waste Services;
 - (e) Schedule “E” – Rates, Fees and Charges; and
 - (f) Schedule “F” – Specified Penalties.

Severability

- 18 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

Repeal

- 19 This Bylaw repeals the following bylaws:
- (a) Municipal District of Willow Creek No. 26 Bylaw No. 1828, Water Utility Rates Bylaw, also known as the Water Services Regulation Bylaw.; and
 - (b) Town of Granum Bylaws 2018-03, 2018-10, 2018-11, 2018-12, 2018-14 and 2018-15.

Enactment

- 20 This Bylaw takes effect upon being passed.

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READ a first time this ____ day of _____, 2020.

Reeve

Chief Administrative Officer

READ a second time this ____ day of _____, 2020.

Reeve

Chief Administrative Officer

READ a third time this ____ day of _____, 2020.

Reeve

Chief Administrative Officer

SIGNED AND PASSED this ____ day of _____, 2020.

SCHEDULE “A”

GENERAL TERMS AND CONDITIONS OF UTILITY SERVICES

PART I - GENERAL WATER, WASTEWATER AND SOLID WASTE PROVISIONS

Duty to Supply

- 1
- (1) The MD shall continue, insofar as there is sufficient capacity and supply, to supply Water Services, upon such terms as Council considers advisable, to any Customer within the MD situated along a Water Main owned and operated by the MD.
 - (2) The MD shall continue, insofar as there is sufficient capacity and supply, to supply Wastewater Services, upon such terms as Council considers advisable, to any Customer within the MD situated along a Wastewater Main owned and operated by the MD.
 - (3) The MD shall continue, insofar as is reasonably practicable, to supply Solid Waste Services, upon such terms as Council considers advisable, to any Customer within the Collection Area.
 - (3) All Utility Services provided by the MD shall be provided in accordance with these Terms and Conditions, and these Terms and Conditions shall apply to and be binding upon all Customers receiving Utility Services from the MD.

No Guarantee of Continuous Supply

- 2
- (1) The MD does not guarantee or warrant the continuous supply of potable water and the MD reserves the right to change the operating pressure, restrict the availability of Water Services or to disconnect or shut-off Water Services, in whole or in part, with or without notice, in accordance with this Bylaw.
 - (2) Customers depending upon a continuous and uninterrupted supply or pressure of water or who require or have processes or equipment that require particularly clear or pure water shall provide such facilities, as they are considered necessary, to ensure a continuous and uninterrupted supply, pressure or quality of water required for this use. The MD assumes no responsibility for same.
 - (3) The MD does not guarantee or warrant the continuous capacity to collect, store and transmit Wastewater and the MD reserves the right to restrict the availability of Wastewater Services or to disconnect or shut-off Wastewater Services, in whole or in part, with or without notice, in accordance with this Bylaw.
 - (4) The MD does not guarantee or warrant the continuous capacity to collect, store and handle Solid Waste and the MD reserves the right to restrict the availability of Solid Waste Services or to discontinue Solid Waste Services, in whole or in part, with or without notice, in accordance with this Bylaw.
 - (5) The MD shall not be liable for any damages caused by the provision of Utility Services, including without limitation losses caused by a break within the MD’s Water System or Wastewater System or caused by the interference or cessation of water supply including those necessary or advisable regarding the repair or proper maintenance of the MD’s Water System or Wastewater System, or generally for any accident due to the operation of the MD’s Water System, Wastewater System or Solid Waste Services or for the disconnection of a Service Connection or shut-off of a Utility Service, nor by reason of the water containing sediments, deposits, or other foreign matter.

PART II - SERVICE CONNECTIONS

Application for Service Connection

- 3
- (1) A Customer requesting Utility Services involving a new Service Connection shall apply to the Chief Administrative Officer by submitting an application in a form acceptable to, or adopted by, the Chief Administrative Officer, paying all associated fees and supplying information regarding the location of the Property to be served, the manner in which the Service Connection will be utilized, and any other information that may be reasonably required by the Chief Administrative Officer.
 - (2) Upon receipt of all required application documents, information and fees, verification of the Customer’s identity and the accuracy of the information, the Chief Administrative Officer will

advise the Customer whether and on what terms the MD is prepared to supply Utility Services to the Customer, the type and character of the Service Connection(s) it is prepared to approve for the Customer, and any conditions, including without limitation, payments by the Customer, that must be satisfied as a condition of installation of a Service Connection(s) and supply of Utility Services.

Easements and Rights-of-Way

4 At the request of the Chief Administrative Officer, the Customer shall grant or cause to be granted to the MD, without cost to the MD, such easements or rights-of-way over, upon or under Property owned or controlled by the Customer as the MD may reasonably require for the construction, installation, maintenance, repair, and operation of the Water System or Wastewater System.

Design and Engineering Requirements for Service Connections

5 Detailed requirements for engineering and construction of Service Connections are set out in the Engineering Design Standards, or as may be otherwise directed by the Chief Administrative Officer. It is the Customer's responsibility to supply, at the Customer's cost, any plans and engineering reports pertaining to the Service Connection that the MD may reasonably require, signed and sealed by a professional engineer.

Construction of Service Connections

6

- (1) The MD shall provide and install all Facilities up to the property line, but the Customer shall be responsible for, and shall pay, all costs incurred by the MD in connection with the provision and installation of the Water Service Line or Wastewater Service Line.
- (2) The Customer shall be responsible for, and shall bear all costs associated with, the installation and condition of the Private Water Line or Private Drainage Line and all other piping and equipment or other facilities of any kind whatsoever on the Customer's side of the property line and:
 - (a) shall ensure that the Customer's proposed Private Water Line or Private Drainage Line, as applicable receives approval from the MD prior to construction;
 - (b) shall ensure that all work undertaken on behalf of the Customer is performed by qualified workers holding appropriate certifications, in accordance with this Bylaw and applicable requirements set out in the Engineering Design Standards and the Utility Services Guidelines; and
 - (c) shall not backfill the excavation until such time as the MD has inspected and approved of the work.
- (3) Any Customer who undertakes a Service Connection to the West Pipeline Co-op shall pay a connection fee of \$3000 per connection to the MD with said fees to be maintained by the MD for future maintenance costs of the West Pipeline.
- (4) If an excavation is backfilled in contravention of subsection (2)(c), the Chief Administrative Officer may, in addition to any other rights and remedies that may be available to the MD, require the Customer in question to dig out and expose the said work at the Customer's cost.

Repair and Maintenance of Water and Wastewater Service Lines

7 The MD is responsible for the repair, maintenance and replacement of Water Service Lines and Wastewater Service Lines, but the Customer shall be responsible for, and shall pay, all costs incurred by the MD in connection with the maintenance, repair or replacement of the Water Service Line and Wastewater Service Line serving the Customer's Property.

Repair and Maintenance of Private Drainage and Water Lines

8

- (1) The Customer is responsible for the repair, maintenance and replacement of Private Drainage Lines and Private Water Lines located on the Customer's Property, and for all associated costs.
- (2) The Chief Administrative Officer may require a Customer to perform work described in subsection (1) if the Chief Administrative Officer, in his or her discretion, considers such work to be necessary or desirable for the protection or proper operation of the Water System or Wastewater System, as applicable.
- (3) Where the Chief Administrative Officer requires a Customer to perform work pursuant to subsection (2), the Chief Administrative Officer shall establish a deadline by which the work in question must be completed by the Customer.
- (4) If a Customer fails to complete, by the deadline established under subsection (3), all work required by the Chief Administrative Officer, to the satisfaction of the Chief Administrative Officer, the MD may, at its option, and in addition to any other remedy available, enter onto the Customer's Property and perform the said work.
- (5) The Customer shall pay all costs incurred by the MD in performing work pursuant to subsection (4).

Customer Responsibility for Service Connection

9

- (1) The Customer assumes full responsibility for the proper use of any Service Connection and any Utility Services provided by the MD and for the condition, suitability and safety of any and all devices or equipment necessary for receiving Utility Services that are located on the Customer's Property.
- (2) The Customer shall be responsible for determining whether the Customer requires any devices to protect the Customer's Property from damage that may result from the use of a Service Connection or Utility Services, or to protect the safety or reliability of the Water System or Wastewater System. The Customer shall provide and install any such devices at the Customer's sole expense.

Compliance with Requirements and Use of Service Connection

10

- (1) A Customer shall ensure that the Customer's facilities comply with the requirements of this Bylaw, all applicable statutes, regulations, codes, and standards and with the MD's specifications.
- (2) A Customer shall not use a Service Connection or any Utility Service received in a manner so as to interfere with any other Customer's use of a Service Connection, or Utility Services.
- (3) A Customer who has breached subsection (2) shall, at the Chief Administrative Officer's request, take whatever action is required to correct such interference or disturbance at the Customer's expense.

Abandonment of Service Connection

- 11 Whenever a Customer wishes to abandon a Service Connection, the Customer shall first obtain approval from the Chief Administrative Officer for the method and location of abandonment and the Customer shall assume responsibility for all costs associated with the same.

Ownership of Facilities

12

- (1) The MD retains ownership of all Facilities necessary to provide Utility Services to a Customer, up to the property line, as well as the Curb Stop and Meter even if located on the Customer's Property, unless a written agreement between the MD and a Customer specifically provides otherwise.
- (2) Payment made by a Customer for costs incurred by the MD for supplying and installing Facilities does not entitle the Customer to ownership of any such Facilities, unless a written agreement between the MD and the Customer specifically provides otherwise.

Access to Facilities

13

- (1) No Person shall obstruct or impede the MD's free and direct access to any Facilities.

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- (2) A Customer shall be responsible for managing vegetation on the Property owned or controlled by the Customer to maintain adequate clearances and reduce the risk of contact with the MD's Facilities.
- (3) A Customer shall not install or allow to be installed on Property owned or controlled by the Customer any temporary or permanent structures that could interfere with the proper and safe operation of the MD's Facilities or result in non-compliance with applicable statutes, regulations, standards or codes.
- (4) Where a Customer contravenes any provision of this section and fails to remedy such contravention within ten (10) days after receiving from the Chief Administrative Officer a notice in writing to do so, then in addition to any other legal remedy available the Chief Administrative Officer may take any steps necessary to remedy the contravention and may charge any costs of doing so to the Customer's Account.

Interference with or Damage to Facilities

- 14 No Person shall interfere with or alter any Facilities or permit the same to be done by any Person other than an authorized agent of the MD, except as authorized by the Chief Administrative Officer.

Protection of Facilities on Customer's Property

- 15 The Customer shall furnish and maintain, at no cost to the MD, the necessary space and protective barriers to safeguard Facilities installed or to be installed upon the Customer's Property. If the Customer refuses, the Chief Administrative Officer may, at his or her option, furnish and maintain, and charge the Customer for furnishing and maintaining, the necessary protection. Such space and protective barriers shall be in conformity with applicable laws and regulations and subject to the Chief Administrative Officer's specifications and approval.

Customer to Pay Relocation Costs

- 16 The Customer shall pay all costs of relocating the MD's Facilities at the Customer's request, if such relocation is for the Customer's convenience, or if necessary to remedy any violation of law or regulation caused by the Customer. If requested by the MD, the Customer shall pay the estimated cost of the relocation in advance.

Prohibited Extension of Customer Owned Facilities

- 17 A Customer shall not extend or permit the extension of a Private Water Line, Private Wastewater Line or any other Customer-owned piping, equipment or other assets that are connected directly or indirectly to the Water System or Wastewater System, beyond the Property in respect of which they are used to supply Utility Services through a Service Connection.

PART III - UTILITY ACCOUNTS

Requirement for Account

- 18
 - (1) The Owner of a Property shall apply for an Account with the MD, in a form acceptable to the MD, and pay all applicable fees as a condition of obtaining Utility Services, regardless of whether the provision of services requires installation of a new Service Connection(s) or construction of any new Facilities.
 - (2) In the case of a Multiple Dwelling, the Chief Administrative Officer may require that a separate Account be opened in respect of each Dwelling, as applicable, within the Multiple Dwelling, regardless of the number of Service Connections associated with the Multiple Dwelling.
 - (3) Except as provided under this Bylaw, the MD shall not grant Utility Services to, or open an Account in the name of, an Occupant that is not the Owner of the Property.
 - (4) If, notwithstanding subsection (3), Utility Services are currently being provided to an Occupant that is not the Owner of the Property, the Owner of the Property shall forthwith inform the MD of this and apply for an Account with the MD, failing which the MD may deem an application to have been received from the Owner of the Property and open an Account in the Owner's name.
 - (5) Upon the change of ownership of a Property supplied with Utility Services, the new Owner shall apply for an Account with the MD, failing which the MD may deem an application to have been received from the new Owner of the Property and open an Account in the new Owner's name.

Security Deposits

- 19
- (1) The Chief Administrative Officer may, in his or her sole discretion, at the time of a Customer's application for Utility Services or at any time thereafter require the Customer to post a security deposit or increase an existing security deposit.
 - (2) The Chief Administrative Officer may, in his or her sole discretion, determine that a Customer is not required to post a security deposit or is no longer required to maintain an existing security deposit.
 - (3) A deposit made by a Customer shall be returned to the Customer when a Customer's Utility Services are terminated and the Customer's Account is closed. Where a Customer's Utility Services are terminated and the Customer's Account is closed for non-payment, prior to any refund, the security deposit will be applied to the balance owing by the Customer to the MD.
 - (4) The MD is not obliged to pay interest on any security deposit held by the MD to a Customer.

Obligation to Pay

- 20
- (1) The Chief Administrative Officer may add to a Customer's Account the charges for all Utility Services provided by the MD to the Customer, and the Customer is obligated to pay in full all such charges without reduction or set-off for any reason whatsoever, on or before the due date for the charges.
 - (2) For greater certainty, non-receipt of a bill or invoice does not relieve a Customer from the obligation to pay for Utility Services provided.
 - (3) No reduction in charges for Utility Services will be made because of any interruption of Utility Services supplied to or made available for use by any Customer due to any cause whatsoever.
 - (4) Billing shall be in accordance with the following:
 - (a) The amount of the billing shall be based upon the rates, fees and charges set out in this Bylaw, including, without restriction, Schedule "E";
 - (b) Customers shall be billed monthly, or at such frequency as may be determined by the Chief Administrative Officer, in his or her discretion;
 - (c) For rates, fees and charges that are based on water consumption, the water consumption through Service Connections shall be determined by the applicable Meter reading, obtained at such frequency as may be determined by the Chief Administrative Officer in his or her discretion, with a consumption estimate to be utilized in months for which no Meter reading is scheduled to occur;
 - (d) Where a Meter reading is not obtainable a water consumption estimate may, at the Chief Administrative Officer's discretion, be used;
 - (e) Where water consumption cannot be measured because a Meter has not been installed and Utility Service cannot be shut-off at the Curb Stop, the Customer will be charged the rates applicable to an "Unmetered Services" for Water Services.
 - (5) Where, pursuant to any provision of this Bylaw, a Service Connection that provides a Utility Service to a Customer has been disconnected, or a Utility Service has otherwise been shut-off or discontinued, the Customer shall continue, for the duration of the disconnection, shut-off or discontinuance of service, to be obligated to pay all applicable non-consumption related rates, fees and charges set out in this Bylaw, including, without restriction, all applicable flat rate or fixed rate charges for Water Services and Wastewater Services.
 - (6) Every Owner of a Property within the Collection Area shall pay the applicable rates, fees and charges for Solid Waste Services set out in this Bylaw, even if no Waste is set out for collection or where the Premises on the Property are vacant.
 - (7) Payment on Accounts may be made to the MD at such locations designated, and under any payment methods approved, by the Chief Administrative Officer from time to time.

Past Due Accounts

- 21
- (1) A late payment charge shall be applied to all charges on a Customer's Account if the Customer's payment has not been received by the MD by the due date. The Customer may

also be charged a dishonoured cheque charge for each cheque returned for insufficient funds.

(2) Any charge on a Customer's Account remaining unpaid after the due date will be in arrears and constitute a debt owing to the MD and is recoverable by any or all of the following methods, namely:

- (a) by action, in any Court of competent jurisdiction;
- (b) by disconnecting the Service Connection to the Customer or shutting-off a Utility Service, and imposing a re-connection fee prior to re-establishing Utility Services;
- (c) by the Chief Administrative Officer adding the outstanding Account balance to the tax roll of an Owner of a Property in accordance with the *Municipal Government Act*.

Discontinuance of Utility Services

22

(1) In addition to any other remedy available, if the Chief Administrative Officer believes there is any actual or threatened danger to life or Property, or in any other circumstances the nature of which, in the Chief Administrative Officer's sole judgment, requires such action, the Chief Administrative Officer has the right to, without prior notice to the Customer, discontinue the provision of Utility Services to a Customer or Property.

(2) In addition to any other remedy available, the Chief Administrative Officer may discontinue the provision of Utility Services to a Customer or Property after providing forty-eight (48) hours advance notice to the Customer in the following circumstances:

- (a) if the Customer neglects or refuses to pay when due any amounts required to be paid under this Bylaw, which amount is not the subject of a good faith dispute;
 - (b) as required by law;
 - (c) if the Customer is in violation of any provision of this Bylaw or any agreement between the Customer and the MD for the provision of Utility Services; or
 - (d) any other similar circumstances to those described above that the Chief Administrative Officer determines, in his or her sole discretion, acting reasonably, require the discontinuance of Utility Services upon forty-eight (48) hours' notice.
- (3) When Utility Services are to be discontinued pursuant to subsection (1) or (2), the Chief Administrative Officer may use any means to discontinue the Utility Services, including, without restriction, disconnecting, shutting-off or sealing a Service Connection.
- (4) The MD may impose, upon Customers, fees and charges, as set out in this Bylaw, for the discontinuance or disconnection of Utility Services and for the restoration or reconnection of Utility Services and may, in addition, require the Customer to reimburse the MD for any costs incurred by the MD in taking action under this section.
- (5) Before the MD restores or reconnects Utility Services, the Customer shall pay:
- (a) any amount owing to the MD for the provision of Utility Services;
 - (b) any amount owing pursuant to subsection (4); and
 - (c) any applicable security deposit.

Customer Requested Temporary Turn-off

22

(1) A Customer may request the MD to temporarily turn-off the water supply to the Customer's Property at the Curb Stop, subject to payment of the applicable fees and charges provided for in this Bylaw.

(2) A temporary turn-off of the water supply does not relieve the Customer from the obligation to pay any fixed rates or other charges associated with the Customer's Property being connected to the Water System.

The MD's Right of Entry

23

(1) As a condition of receipt of Utility Services and as operational needs dictate, authorized representatives of the MD shall have the right to enter a Customer's Property at all reasonable times, or at any time during an Emergency, for the purpose of:

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- (a) installing, inspecting, maintaining, replacing, testing, monitoring, reading or removing any facilities associated with the Water System or Wastewater System;
 - (b) investigating or responding to a Customer complaint or inquiry;
 - (c) conducting an unannounced inspection where the Chief Administrative Officer has reasonable grounds to believe that unauthorized use of water or interference with Facilities, including but not limited to a Meter, has occurred or is occurring; and
 - (d) for any other purpose incidental to the provision of Utility Services.
- (2) The Chief Administrative Officer will make reasonable efforts to notify the Customer in advance of entering a Customer's property or to notify any other Person who is at the Customer's property and appears to have authority to permit entry, except:
- (a) in cases of an Emergency;
 - (b) where entry is permitted by order of a court or other authority having jurisdiction;
 - (c) where otherwise legally empowered to enter;
 - (d) where the purpose of the entry is in accordance with subsection (1)(c) above.
- (3) No Person shall hinder or prevent an Inspector from carrying out any of the Chief Administrative Officer's duties under this Bylaw.
- (4) The Customer shall pay a no access fee sufficient to cover the MD's reasonable out-of-pocket and administrative costs, if the MD's lawful entry to a Customer's Property is prevented or hindered, whether by a Customer not keeping a scheduled appointment or for any other cause.

Removal of MD Facilities

- 24 Where any Customer discontinues Utility Services furnished by the MD, or the MD lawfully refuses to continue any longer to supply it, any authorized representative of the MD may at all reasonable times enter the Customer's Property to remove any Facilities in or upon such Property.

False Information

- 25 No Person shall supply false information or make inaccurate or untrue statements in a document or information required to be supplied to the MD pursuant to this Bylaw.

SCHEDULE “B”

TERMS AND CONDITIONS OF WATER SERVICES

PART I - GENERAL WATER SERVICES PROVISIONS

Water Conservation and Demand Management Measures

- 1
- (1) The Chief Administrative Officer may, at such times and for such lengths of time as is considered necessary or advisable, implement Water Conservation and Demand Management Measures to restrict water usage in any or all parts of the MD.
 - (2) All water restrictions shall be duly advertised by posting on the MD’s website or by use of local media, printed or otherwise, prior to taking effect.
 - (3) No Person shall contravene the terms or conditions of any Water Conservation and Demand Management Measures, without first obtaining the Chief Administrative Officer’s authorization.

Requirement to Connect to Water System

- 2
- (1) Subject to subsection (2), all new development, including redevelopment, on Property adjacent to a Water Main must connect to the Water System prior to occupancy.
 - (2) The Chief Administrative Officer may, in his or her discretion, exempt a given new development or redevelopment from the connection requirement established by subsection (1).
 - (3) Where an exemption has been granted under subsection (2), the Chief Administrative Officer may, at any time after the granting of the exemption, require that the new development or redevelopment in question be connected to the Water System within an alternate timeframe prescribed by the Chief Administrative Officer.
 - (4) If an Owner fails to take all required steps to connect the Owner’s Property to the Water System when required, by this section, to do so, the MD may enter onto the Property in question and, at the Owner’s sole expense, take any and all steps that the MD considers necessary to connect that Property to the Water System, including, without restriction, constructing a Private Water Line and related facilities on the Property.

Alternate Water Supply

- 3
- (1) Subject to subsection (2), once a Property is connected to the Water System,
 - (a) no Person shall allow water to be supplied to that Property by way of a well, spring or other source of water supply that is not connected to the Water System; and
 - (b) any existing well, spring or other source of water supply not connected to the Water System, that is located on that Property, shall be decommissioned by the Owner, at the Owner’s expense, in accordance with all applicable laws and regulations.
 - (2) The Chief Administrative Officer may allow a Person to maintain an alternate source of water supply subject to such terms and conditions as the Chief Administrative Officer deems necessary, which may include, without limiting the generality of the foregoing, restrictions on the period of time for which an alternate source of water supply may be used and the purposes for which it may be used.
 - (3) No Person who has been granted permission by the Chief Administrative Officer to maintain an alternate water supply under this section shall allow the alternate source of water to be connected, directly or indirectly, to the Water System.

Resale and Supply of Water

- 4 No Person shall, unless authorized by the Chief Administrative Officer in writing:
- (a) resell water obtained from the Water System to any other Person;
 - (b) supply water obtained from the Water System to any Person who intends to sell the water;
or
 - (c) supply water from the Water System to any Property that could be supplied with water through its own Service Connection.

Unauthorized Use of Water

5

- (1) No Person shall use water from the Water System, or allow water obtained from the Water System to be used:
 - (a) in a manner that will impede water use by other Customers;
 - (b) in a manner that is wasteful;
 - (c) unless an Account has been opened by the Customer;
 - (d) unless the water has first passed through a Meter, except in a case where, pursuant to this Bylaw, unmetered supply of water is specifically authorized; or
 - (e) in any other unauthorized manner.
- (2) If the Chief Administrative Officer finds an unauthorized use of water including, without restriction, as a result of any tampering with a Meter or other Facilities, the Chief Administrative Officer may make such changes in the MD's Meters, appliances, or other Facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the Facilities, and also to ensure the safety of the general public.
- (3) Upon finding an unauthorized use of water, the Chief Administrative Officer may immediately disconnect the Service Connection or shut-off the water supply, without notice, and shall charge the Person all costs incurred in correcting the condition, in addition to any other rights and remedies that may be available to the MD.
- (4) A Person that uses water in contravention of this section shall pay the following charges:
 - (a) the applicable rate for the water used and, where necessary, based on an estimate by the Chief Administrative Officer of the amount of water used in contravention of this section;
 - (b) all costs incurred by the MD in dealing with the contravention; and
 - (c) any other applicable fees or charges provided for in this Bylaw.

Authorizations and Approvals for Private Water Line

6

- (1) The Customer shall be responsible for obtaining all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Water Line.
- (2) The MD shall not be required to commence Water Services to a Property unless and until the Customer has complied with the requirements of all governmental authorities, permits, certificates, licenses, inspections, reports and other authorizations, all right-of-way agreements, and all of the MD's requirements applicable to the installation and operation of the Private Water Line. The MD reserves the right, but is not obligated, to verify that all necessary authorizations have been obtained by the Customer.

Temporary Water Services

7 The MD may provide temporary Water Services wherever practicable to a Customer for purposes of facilitating construction of a new development. The Customer will pay a rate, charge or fee for such Water Services as specified in this Bylaw. A Customer who is receiving temporary Water Services for the construction phase of a development ceases to be entitled to take temporary Water Services at the construction rate and is required to apply for permanent metered Water Services when

- (a) a MD final inspection is issued for the development; or
 - (b) the development is being used for its intended purpose;
- whichever event occurs first.

Bulk Water

8

- (1) The MD may, at its discretion, make water available for sale at MD bulk water stations.
- (2) The MD is not obligated to supply water at its bulk water stations and the supply of water may be interrupted for any reason.

PART II - WATER METERS

Provision and Ownership of Meters

- 9
- (1) All water supplied by the MD through each Service Connection shall be measured by one Meter unless the Chief Administrative Officer, in his or her sole discretion, has specified otherwise. A separate Curb Stop must be installed for each Meter.
 - (2) The MD shall, at the Customer's sole cost, supply and install one or more Meters for the purpose of measuring the volume of water delivered to a Customer by way of a Service Connection. Each Meter shall remain the sole property of the MD, notwithstanding the Customer has paid the MD's costs of supply, unless the Chief Administrative Officer and the Customer have expressly agreed in writing otherwise.
 - (3) In the case of new construction on Property adjacent to a Water Main, a Customer's Property may only be occupied after the Meter is installed and an Account opened.
 - (4) If a Customer fails or refuses to permit a Meter to be installed on the Customer's Property, as required by this section, the MD may, in addition to any without restricting any other remedies provided for in this Bylaw or by statute or under the common law, charge the Customer for Water Services at the rates prescribed in this Bylaw for an "Unmetered Service".

Responsibilities of Customer

- 10
- (1) Each Customer shall ensure that a location on the Customer's Property for Meter installation is provided, and that access to the Meter is provided for the purpose of reading or servicing the Meter, in accordance with all applicable Water Service Guidelines.
 - (2) Each Customer shall provide adequate protection for the Meter supplied by the MD against freezing, heat or any internal or external damage.
 - (3) When a Meter is damaged due to frost, heat or any other condition or means against which the Customer neglected to provide adequate protection, the cost of removal and repair or replacement of the Meter shall be borne by the Customer.

General Meter Restrictions

- 11
- (1) No Person, other than an authorized agent of the MD, shall install, test, remove, repair, replace, or disconnect a Meter.
 - (2) No Person shall break, tamper, or interfere with any Meter including, without restriction, any seal attached thereto.
 - (3) If a Meter is lost, damaged or destroyed, the Customer shall pay for the entire cost of the Meter removal, repair and reinstallation or for the cost of replacing the Meter.
 - (4) No Person shall obstruct or impede direct and convenient access to Meters for the purpose of inspection, removal, repair, replacement or reading.

Access to Meters

- 12
- (1) The Chief Administrative Officer may, at any reasonable time, read, inspect, remove, repair, replace or test a Meter installed on Property owned or controlled by the Customer.
 - (2) The Chief Administrative Officer may schedule and administer regular maintenance, inspection and replacement programs for Meters.

Remote Meter Reading

- 13
- (1) Without limiting the generality of section 12 of this Schedule, the Chief Administrative Officer may, at any reasonable time, and at the Customer's sole cost, replace a Meter with a Meter capable of being read remotely.
 - (2) If a Customer denies the Chief Administrative Officer access to the Customer's premises or in any way hinders or obstructs the Chief Administrative Officer's installation of a Meter that can be read remotely then, without limiting any other remedy available pursuant to this Bylaw,

by statute or common law, the Customer may be deemed to be an “Unmetered Service” and charged accordingly for Water Services even if the Customer has a pre-existing Meter.

Meter Readings

- 14 Where 3 consecutive estimated Meter readings have been used for billing purposes due to the Meter not being read by an authorized representative of the MD as a result of the Customer failing to provide or allow the MD access to the Meter during a billing period:
- (a) a notice may be left at the Customer’s address requesting the Customer to contact the Chief Administrative Officer within two (2) working days, advising of the date and time that the Chief Administrative Officer will be able to have access to the Meter for the purpose of obtaining an actual Meter reading; or
 - (b) in the case where the Customer does not contact the Chief Administrative Officer within two (2) working days, the MD may disconnect the Service Connection or shut-off Utility Services, without any further notice, until such time as an actual Meter reading can be obtained.

Meter Testing

- 15
- (1) At the request of a Customer, the Chief Administrative Officer shall arrange for on-site Meter verification and, if necessary, shall arrange for a Meter to be tested by a person qualified to perform such work. If, upon verification or testing or both, the Meter is found to be recording accurately, which for this purpose is defined as recording between 98.5% and 101.5% of actual consumption, then the Customer shall pay all applicable fees and charges for this service.
 - (2) If the Meter is found to be recording inaccurately, as defined above:
 - (a) the Chief Administrative Officer will repair or replace the Meter and the cost, along with the costs of verification and testing, shall be borne by the MD; and
 - (b) subject to subsection (3), the Account based on the readings of that Meter during the period of 3 months immediately preceding the date of the test or calibration shall be corrected to reflect the error in the Meter and the Customer shall pay, or shall be refunded, as the case may be, the amount so determined, which payment or refund shall be accepted by both the MD and the Customer in full settlement of any claim that may arise out of the error in the Meter.
 - (3) The Chief Administrative Officer may at any time inspect or test any Meter, on its own initiative, regardless of whether the Customer has requested inspection or testing. In such case no fees or charges are payable by the Customer.

Circumvention of Meter

- 16
- (1) If under any circumstances, a Person other than an authorized agent of the MD prevents a Meter from accurately recording the total volume of water supplied, the MD may disconnect the Service Connection, shut-off Utility Services or take other appropriate actions to ensure access to accurate Meter data or both.
 - (2) The Chief Administrative Officer may then estimate the demand and amount of water supplied but not recorded by the Meter at the Service Connection. The Customer shall pay the cost of the estimated water consumption plus all costs related to the investigation and resolution of the matter.

PART III - FIRE PROTECTION

Use of Water from Fire Hydrants

- 17
- (1) Unless authorized by the Chief Administrative Officer, no Person shall operate or interfere with a fire hydrant, whether owned by the MD or privately owned, except as necessary for firefighting purposes.
 - (2) A Customer requesting authorization to use water from a MD owned fire hydrant shall apply to the Chief Administrative Officer by paying all associated fees and supplying information regarding the location of the fire hydrant to be accessed, the manner in which it will be used, and any other information that may be reasonably required by the Chief Administrative Officer.
 - (3) The Chief Administrative Officer will advise the Customer whether and on what terms the MD is prepared to authorize use of a MD owned fire hydrant and any conditions, including without

limitation, payments by the Customer, that must be satisfied as a condition of using a MD owned fire hydrant.

Interference with Fire Hydrants

- 18
- (1) No Person shall do anything to obstruct access to, or interfere with the operation of, a fire hydrant.
 - (2) Each Customer who owns Property on which a fire hydrant is located or Property that is adjacent to Property on which a fire hydrant is located shall maintain a clearance of at least 3 feet around a fire hydrant and shall not permit anything to be constructed, erected, placed or planted within that minimum clearance.

Private Fire Protection Equipment

- 19
- (1) In this section “Private Fire Protection Equipment” means equipment, infrastructure or facilities, not owned by the MD, which is located on a Customer’s Property and is intended to be used to provide fire protection, including, without limiting the generality of the foregoing, private fire hydrants, fire sprinklers and outlets for fire hoses.
 - (2) No Customer shall connect Private Fire Protection Equipment to the Water System without first applying for, and obtaining, the written approval of the Chief Administrative Officer.
 - (3) A Person applying for approval under subsection (2) shall pay any applicable fee and provide the Chief Administrative Officer with all information that the Chief Administrative Officer may require.
 - (4) The Chief Administrative Officer may, in his or her discretion, acting reasonably, approve or reject an application under subsection (2) and may, in granting an approval, impose conditions or requirements on the Customer, which may include, without restriction, a requirement that a separate Service Connection be constructed and installed, at the Customer’s sole cost, for the purpose of supplying the Private Fire Protection Equipment.
 - (5) The MD does not guarantee or warrant that the Water System, or any portion thereof, will be capable of connecting to and/or adequately supplying Private Fire Protection Equipment on a Customer’s Property and, without limiting the authority of the Chief Administrative Officer under subsection (4), an application under subsection (2) may be rejected if the Chief Administrative Officer determines that the Water System, or portion thereof, is not capable of connecting to or adequately supplying the proposed Private Fire Protection Equipment.
 - (6) A separate Service Connection for fire protection that is installed pursuant to subsection (4) shall only be utilized to supply water for fire protection purposes.
 - (7) Where a separate Service Connection for fire protection is required pursuant to subsection (4), the Chief Administrative Officer may require that a separate Meter be installed on that Service Connection at the sole expense of the Customer.
 - (8) A Customer that installs Private Fire Protection Equipment is responsible for complying with any applicable laws and regulations that relate to the installation, operation and maintenance of that Fire Protection Equipment.
 - (9) A Customer shall ensure that all Private Fire Protection Equipment located on the Customer’s Property maintains an adequate volume, pressure and flow rate of water required for firefighting purposes.
 - (10) The Chief Administrative Officer may, at any reasonable time, inspect and test Private Fire Protection Equipment.

PART IV - CROSS CONNECTIONS

Cross Connections

- 20
- (1) No Person shall install, or allow to exist, any Cross Connection that could cause or allow drinking water in any part of the Water System to become contaminated or polluted in any way.
 - (2) Where the Chief Administrative Officer determines that there exists a Cross Connection prohibited by this section, the Chief Administrative Officer shall give notice to the Customer to correct the Cross Connection at the expense of the Customer within the time specified in the notice and may, in addition to any other legal remedy, immediately disconnect the Service

Connection or shut-off the water supply for such time as the prohibited Cross Connection continues.

Cross Connection Control Devices

- 21
- (1) The Chief Administrative Officer may, in his or her discretion, require any Customer to install, at the Customer's expense, one or more Cross Connection Control Devices on Private Water Lines servicing the Customer's Property, in locations approved by the Chief Administrative Officer.
 - (2) A Customer is responsible, at the Customer's expense, for ensuring that Cross Connection Control Devices located on the Customer's Property are installed, and regularly inspected, repaired and maintained, by a Person certified and qualified to install, inspect, repair and maintain Cross Connection Control Devices.

PART V - OTHER FACILITIES

Operation of Curb Stops

- 22
- (1) No Person, other than an authorized representative of the MD, shall operate a Curb Stop on any Property.
 - (2) No Person shall interfere with, damage or obstruct access to any Curb Stop.

Boilers

- 23
- Where a boiler is supplied with water from the Water System, the Customer shall ensure that a safety valve or other appropriate device is installed to prevent danger from collapse or explosion if water supply to the Customer is disconnected or otherwise discontinued.

SCHEDULE “C”

TERMS AND CONDITIONS OF WASTEWATER SERVICES

Unauthorized Use of Wastewater System

- ¹
- (1) No Person shall use the Wastewater System, or allow the Wastewater System to be used:
 - (a) in a manner that will impede the Wastewater System’s use by other Customers;
 - (b) unless an Account has been opened by the Customer; or
 - (c) in any other unauthorized manner.
 - (2) If the Chief Administrative Officer finds an unauthorized use of the Wastewater System including without restriction any tampering with any of the Facilities, the Chief Administrative Officer may make such changes in its Facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the Facilities, and also to ensure the safety of the general public.
 - (3) Upon finding an unauthorized use of the Wastewater System, the Chief Administrative Officer may immediately disconnect the Service Connection or shut-off Wastewater Services, without notice, and shall charge the Person all costs incurred in correcting the condition, in addition to any other rights and remedies that may be available to the MD.
 - (4) A Person that uses the Wastewater System in contravention of this section shall pay the following charges:
 - (a) the applicable rate for the Wastewater Services used based on an estimate by the Chief Administrative Officer of the value the contravention of this section;
 - (b) all costs incurred by the MD in dealing with the contravention; and
 - (c) any other applicable fees or charges provided for in this Bylaw.

Requirement to Connect to Wastewater System

- 2
- (1) Subject to subsection (2), all new development, including redevelopment, on Properties adjacent to a Wastewater Main must connect to the Wastewater System prior to occupancy.
 - (2) The Chief Administrative Officer may, in his or her discretion, exempt a given new development or redevelopment from the connection requirement established by subsection (1).
 - (3) Where an exemption has been granted under subsection (2), the Chief Administrative Officer may, at any time after the granting of the exemption, require that the new development or redevelopment in question be connected to the Wastewater System within an alternate timeframe prescribed by the Chief Administrative Officer.
 - (4) If an Owner fails to take all required steps to connect the Owner's Property to the Wastewater System when required, by this section, to do so, the MD may enter onto the Property in question and, at the Owner's sole expense, take any and all steps that the MD considers necessary to connect that Property to the Wastewater System, including, without restriction, constructing a Private Drainage Line and related facilities on the Property.
 - (5) The Owner of a Property in respect of which the Chief Administrative Officer has provided an exemption under subsection (2) shall install, at the Owner's expense, a Private Wastewater Disposal System that meets the approval of the Chief Administrative Officer.
 - (6) An Owner who installs a Private Wastewater Disposal System pursuant to subsection (6) shall be responsible for obtaining, and complying with, all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Wastewater Disposal System, and for complying with all applicable laws and regulations.

Alternate Wastewater System

- 3
- (1) Subject to subsection (2), once a Property is connected to the Wastewater System,
 - (a) no Person shall, unless authorized in writing by the Chief Administrative Officer, continue to use any Private Wastewater Disposal System located on that Property for the collection or disposal of Wastewater; and
 - (b) any existing Private Wastewater Disposal System that is located on the Property shall be decommissioned, at the Owner's expense, in accordance with all applicable laws and regulations.
 - (2) The Chief Administrative Officer may allow a Person to maintain a Private Wastewater Disposal System subject to such terms and conditions as the Chief Administrative Officer deems necessary, which may include, without limiting the generality of the foregoing, restrictions on the period of time for which the Private Wastewater Disposal System may be used and the purposes for which it may be used.
 - (3) No Person who has been granted permission by the Chief Administrative Officer to maintain a Private Wastewater Disposal System shall allow that alternate facility to be connected, directly or indirectly, to the Wastewater System.

Authorizations and Approvals for Private Wastewater Line

- 4
- (1) The Customer shall be responsible for obtaining all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Wastewater Line.
 - (2) The MD shall not be required to commence Wastewater Services to a Property unless and until the Customer has complied with the requirements of all governmental authorities, permits, certificates, licenses, inspections, reports and other authorizations, all right-of-way agreements, and all of the MD's requirements applicable to the installation and operation of the Private Wastewater Line. The MD reserves the right, but is not obligated, to verify that all necessary authorizations have been obtained by the Customer.

Discharge into Wastewater System

- 5
- (1) Except as agreed to in writing by the Chief Administrative Officer, no Person shall discharge or permit to be discharged into the Wastewater System any matter other than domestic Wastewater resulting from normal human living processes.

(2) For greater certainty, and without in any way restricting subsection (1), no Person shall discharge or permit to be discharged into the Wastewater System:

- (a) any matter containing Hazardous Waste;
- (b) any substance that may cause the MD to be in violation of any regulatory or operating licence, approval or permit for the Wastewater System;
- (c) any flammable liquid or explosive matter which, by itself or in combination with any other substance, is capable of causing or contributing to an explosion or supporting combustion, including, without restriction, hydrocarbon substances such as gasoline and diesel fuel;
- (d) any matter which, by itself or in combination with any other substance, is capable of obstructing the flow of or interfering with the operation or performance of the Wastewater System including, without restriction, grease and solid substances such as sand, grit, mud, plastics, rags, sanitary napkins and wet wipes;
- (e) any matter with corrosive properties which, by itself or in combination with any other substance, may cause damage to the Wastewater System;
- (f) any substance having a pH of less than 5.5 or greater than 10;
- (g) pharmaceuticals;
- (h) corrosive or toxic substances, including, without restriction, pesticides and herbicides;
- (i) radioactive materials;
- (j) condensing water,
- (k) the contents of any privy vault, manure pit or cesspool;
- (l) the contents of a sump pump; or
- (m) storm water or surface water.

Commercial or Industrial Wastewater

6

- (1) No Wastewater or other matter resulting from any commercial, trade, industrial or manufacturing process shall be discharged or permitted to be discharged into the Wastewater System unless prior approval has been granted by the Chief Administrative Officer and only then after any required pretreatment of the Wastewater or other matter, as prescribed by the Chief Administrative Officer.
- (2) All necessary pretreatment equipment or works shall be installed by the Customer, at the Customer's sole expense, prior to the construction of the Service Connection and thereafter shall be continuously maintained and operated by the Customer.

No Dilution

8 No Person shall dilute, or permit to be diluted, any Wastewater in order to enable its discharge in compliance with these Terms and Conditions.

Protection of Wastewater System

7

- (1) No Person shall remove, damage, destroy, alter or tamper with any Facilities forming part of the Wastewater System, except as authorized by the Chief Administrative Officer.
- (2) No Person shall interfere with the free discharge of any Wastewater Main or part thereof, or do any act or thing that may impede or obstruct the flow to, or clog up, the Wastewater System.
- (3) No Person shall connect any storm drain, weeping tile or sump pump to any portion of the Wastewater System.
- (4) In case of a blockage, either wholly in in part, of the Wastewater System by reason of negligence or the failure or omission to strictly comply with the provisions of this Bylaw, the Customer concerned or Person responsible shall be liable for all clogs and the cleaning of such blockages and for any other amount for which the MD may be held liable for due to such blockages.

Hauled Wastewater

8

- (1) No Person shall discharge or permit the discharge of hauled Wastewater except at a hauled Wastewater discharge location approved by the Chief Administrative Officer and only then in accordance with any terms and conditions imposed by the Chief Administrative Officer, including payment of applicable fees and charges.
- (2) If a hauled Wastewater discharge location has been identified, by the MD, as a Recreational Vehicle discharge or dump location, that location shall be used solely for the purpose of discharging Wastewater from Recreational Vehicles, and no Person shall discharge or permit the discharge, at that location, of Wastewater from any vehicle, container, structure or thing other than a Recreational Vehicle.

Food-Related Grease Interceptors

9

- (1) Every Customer who is the Owner or operator of a restaurant or other commercial, institutional, Industrial, commercial or Institutional premises where food is cooked, processed or prepared, for which the premises is connected directly or indirectly to the Wastewater System, shall take all necessary measures to ensure that Oil and Grease are prevented from entering the Wastewater System in excess of the provisions of this Bylaw.
- (2) The Customer referred to in subsection (1) shall install, operate, and properly maintain, at the Customer's expense, an Oil and Grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater System. The Oil and Grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and the National Plumbing Code of Canada.

Vehicle and Equipment Service Oil and Grease Interceptors

10

- (1) Every Customer who is the Owner or operator of a vehicle or equipment service station, repair shop or garage or of a commercial, industrial or institutional premises or any other establishment where motor vehicles are repaired, lubricated or maintained and where the discharge is directly or indirectly connected to the Wastewater System shall install an Oil and Grease interceptor designed to prevent motor oil and lubricating grease from passing into the Wastewater System in excess of the limits in this Bylaw.
- (2) The Customer referred to in subsection (1) shall install, operate, and properly maintain an Oil and Grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater System. The Oil and Grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and be maintained as recommended by the Canadian Fuels Association (formerly the Canadian Petroleum Products Institute).

Sediment Interceptors

11

- (1) Every Customer who is the Owner or operator of premises from which sediment may directly or indirectly enter the Wastewater System, including but not limited to premises using a ramp drain or area drain and vehicle wash establishments, shall take all necessary measures to ensure that such sediment is prevented from entering the Wastewater System in excess of the limits in this Bylaw.

Spills

12

- (1) Any Person who discharges or permits the discharge of any Wastewater or other matter contrary to this Bylaw shall, immediately after becoming aware of the discharge, notify:
 - (a) the Chief Administrative Officer and provide the following information:
 - i. name of the Person causing or permitting the discharge;
 - ii. location of the release;
 - iii. name and contact information of the Person reporting the discharge;
 - iv. date and time of the discharge;
 - v. type of material discharged and any known associated hazards;

- vi. volume of the material discharged; and
- vii. corrective action being taken, or anticipated to be taken, to control the discharge;
- (b) the Owner of the Property, where the Person reporting the discharge is not the Owner and knows, or is readily able to ascertain the identity of the Owner; and
- (c) any other Person whom the Person reporting knows or ought to know may be directly affected by the discharge.
- (2) The Person who discharged or permitted the discharge pursuant to subsection (1) shall, as soon as the Person becomes aware or ought to have become aware of the discharge, take all reasonable measures to:
 - (a) confine, remedy and repair the effects of the discharge; and
 - (b) remove or otherwise dispose of the matter in a lawful manner so as to minimize all adverse effects.

SCHEDULE “D”

TERMS AND CONDITIONS OF SOLID WASTE SERVICES

Collection Services

1 The Chief Administrative Officer is authorized to establish the Collection Schedule and establish methods of Waste collection and disposal.

2

(1) The MD will provide Solid Waste Services to Owners of Property located within the Collection Area.

(2) The Owner or Occupant of any Property not described in subsection (1) shall, either personally or by employees, contractors or agents, and in compliance with all applicable federal, provincial and municipal laws, promptly remove and dispose of all Waste generated on the Property at an approved waste transfer station or landfill, at the Owner or Occupant's sole expense.

Prohibited Waste

3

(1) No Person shall set out, or permit to be set out, any Waste for collection other than Household Waste in accordance with this Bylaw including, without limiting the foregoing:

(a) Household Waste generated by any Property outside of the Collection Area;

(b) animal carcasses;

(c) Bulk Waste;

(d) Commercial Waste;

(e) Construction Waste;

(f) Hazardous Waste;

(g) hot ashes; or

(h) Liquid Waste.

Waste Collection Fees

4

(1) Every Owner of Property within the Collection Area shall pay to the MD the Waste Collection Fee specified in Schedule “F” of this Bylaw.

(2) The Waste Collection Fee shall apply even where no Waste is set out or where all or a portion of a Dwelling is vacant.

3 Preparing Waste for Collection

(1) No Person shall set out, or permit to be set out, Waste for collection without ensuring that the Waste has been prepared for collection in accordance with the following:

(a) all Waste must be secured within a Waste Receptacle or a Garbage Bag;

(b) despite subsection (a), yard materials such as clippings from shrubs and trees may be compacted and securely tied in bundles not exceeding 1.2m in length and 25kg in weight, and placed beside the Waste Receptacle;

(c) wet Waste must be thoroughly drained, double-bagged and tied securely;

(d) light, dusty materials such as cooled ashes, sawdust, powders, vacuum cleaner bags, furnace filters and absorbents must be placed in a sealed disposable container;

(e) objectionable materials including animal feces and diapers must be double-bagged and tied securely; and

(f) sharp or dangerous items, including broken glass, razor blades, sheet

metal scraps and items with exposed screws or nails must be contained within protective packaging (sturdy, sealed cardboard box or rigid disposable plastic container);

4 Waste Receptacles

- (1) The contents of a Waste Receptacle must not be packed or jammed into the Waste Receptacle to the extent that the contents will not fall freely from the Waste Receptacle during Collection activities.
- (2) The contents of a Waste Receptacle must not prevent the closure of the lid.
- (3) Waste Receptacle lids must not be chained or tied to the Waste Receptacle.
- (4) Waste Receptacles must not be chained or tied to fences or Waste Container enclosures.

5 Curbside Collection

- (1) All Waste Collection shall be from a front yard, curbside location unless otherwise authorized by the Chief Administrative Officer.
- (2) A Person setting out Waste for Collection shall ensure that:
 - (a) all Waste Receptacles and Garbage Bags are placed near the front property line; and
 - (b) convenient and unobstructed access to Waste Receptacles and Garbage Bags is maintained at all times.
- (3) No Person shall set out Waste for collection in a location that is unsafe, obstructed, poorly maintained, uneven or that otherwise prevents a Waste Collector from collecting Waste in a safe and efficient manner.

6 Setting Out Waste for Collection

- (1) Waste must be set out for collection by 8:00 a.m. on the morning of the scheduled collection day.
- (2) No Person shall set out Waste for collection before 5:00 p.m. on the day prior to the scheduled collection day.
- (3) The Property Owner shall be responsible any litter created as a result of interference with the bag by any person or thing.

7 Waste Collection

- (1) Waste collection from any location may occur at any time during the collection day (7:00 a.m. to 5:00 p.m.) and actual collection may vary on a weekly or seasonal basis.
- (2) Collection shall occur on a weekly basis. Additional collections may be scheduled if and when required, at the discretion of Chief Administrative Officer.
- (3) If a civic holiday occurs on the scheduled collection day, collection will be made within two (2) days of the holiday.
- (4) In the event of severe weather or unusually large Waste volumes, the Chief Administrative Officer may alter the Collection Schedule for part or all of the Collection Area to include the day before and the day after the regularly scheduled collection day.

8 Ownership of Waste

- (1) All Waste set out for collection remains the property of the Person placing the Waste for collection until accepted by the MD at the time of collection.

9 Withholding Collection Services

- (1) Waste Collectors are authorized to withhold collection of improperly prepared Waste, prohibited Waste, excessive quantities of Waste, or Waste located at unsafe or non-compliant locations.

10 Damage to Waste Receptacles

- (1) The MD is not responsible for damage to Waste Receptacles resulting from normal, repetitive activity or for lost Waste Receptacles, including lids.

11 Interference with Waste Receptacles

- (1) No Person other than an authorized Waste Collector or the Person placing Waste in a Waste Receptacle or Garbage Bag shall interfere with, disturb, add to or remove the contents of a Waste Receptacle or Garbage Bag set out for collection.

12 Entering Private Property

- (1) Waste Collectors shall not be required to enter onto private Property to collect Waste unless such entry is necessary or desirable, in the discretion of the Chief Administrative Officer.
- (2) Waste Collectors are authorized to enter the front yard of any private Property at all reasonable times for the purpose of carrying out their duties.
- (3) The MD will not be responsible for any damage to roads or infrastructure located on private Property resulting from legitimate operation of Waste collection vehicles during Waste collection activity on that private Property.

Bylaw No. 1872
Utility Bylaw

SCHEDULE “E”
RATES, FEES AND CHARGES

Water and Wastewater Rates

1 The rates for Water Services and Wastewater Services are as follows:

	Water Services						Wastewater Services
Location	Monthly Infrastructure Fee	Monthly Fixed Rate	Consumption Charge (per cubic meter of water supplied)	Horse Paddock	Bulk Water	Unmetered Service	Sewer
Hamlet of Granum	Residential and commercial	31.50	\$2.00/m ³		\$2.00/m ³	\$200.00	\$25.00
	School	200.00					
Moon River Estates		22.50	\$1.59/m ³	\$20.00		\$200.00	
Claresholm Industrial Area		9.00	\$3.30/m ³			\$200.00	\$30.00
West Pipeline	\$67.04	9.00	\$3.30/m ³			\$200.00	

New Service Connections

2 The fees payable for a new Service Connection are as follows:

(1) Water Service:	Full cost recovery for contracted services
(2) Wastewater Service:	Full cost recovery for contracted services
(3) Combined Water/Wastewater Service	Full cost recovery for contracted services

Additional Service Charges

3 The fees and charges payable for additional Water and Wastewater Services are as follows:

- (1) Water Turn-On/Turn-Off Charge (at Customer request): \$100.00 per visit
- (2) Meter Installation/Removal Charge: \$200.00
- (3) Meter Test Charge: \$200.00

Solid Waste Services

4 The Waste Collection Fee for Solid Waste Services is:

- (1) Claresholm Industrial Area - \$12.75 per month.
- (2) Hamlet of Granum - \$9.00 per month.

Miscellaneous Service Fees and Charges

- 5 The Recycling fee for the Hamlet of Granum is \$5.00 per month.
- 6 The Connection fee for new users on the West Pipeline is \$3000.
- 7 A late payment charge of 1.5% per month, not compounded, will be applied to all charges on a Customer's Account, if the Customer's payment is not received by the MD within 30 days from the date of issuance of the bill in respect of the charges.
- 8 A dishonoured cheque charge of \$25.00 will be applied for each cheque returned for insufficient funds.

SCHEDULE "F"
SPECIFIED PENALTIES

Section	Description	Penalty	
		First Offence	Second or Subsequent Offence
Bylaw, s. 18	Obstruct an authorized representative	\$100	\$250
Schedule “A”, s. 6(2)(c)	Backfill before Service Connection inspection	\$250	\$500
Schedule “A”, s. 7	Contravention of Repair and Maintenance Requirements	\$100	\$200
Schedule “A”, s. 9(2)	Interfere with another Customer’s Service Connection/Utility Services	\$250	\$500
Schedule “A”, s. 12(1)	Obstruct access to Facilities	\$100	\$200
Schedule “A”, s. 12(2)	Failure to manage vegetation on Property	\$100	\$200
Schedule “A”, s. 12(3)	Install structure that interferes with proper and safe operation of Facilities	\$100	\$200
Schedule “A”, s. 13	Interfere with or alter Facilities	\$250	\$500
Schedule “A”, s. 16	Extend Customer-owned infrastructure beyond Property	\$250	\$500
Schedule “A”, s. 27	Supply false or inaccurate information	\$250	\$500
Schedule “B”, s. 1(3)	Fail to comply with Water Conservation and Demand Management Measures	\$100	\$250
Schedule “B”, s. 5(1)	Unauthorized use of water	\$100	\$500
Schedule “B”, s.10(3)	Contravention of Customer Meter installation rules and requirements	\$100	\$250
Schedule “B”. s.11	Contravention of General Meter Restrictions	\$100	\$250
Schedule “B” s. 18(1)	Unauthorized operation of a fire hydrant	\$250	\$500

Bylaw No. 1872
Utility Bylaw

Schedule “B”, s. 19	Obstruct access to or operation of a fire hydrant	\$250	\$500
Schedule “B” s. 21	Unauthorized Cross Connection	\$250	\$500
Schedule “B”, s. 22(1)	Customer fails to install required Cross Connection Control Device	\$250	\$500
Schedule “C”, s. 1(1)(a)	Impede Wastewater Use of other Customers	\$250	\$500
Schedule “C”, s. 1(1)(b)	Use Wastewater System without an Account	\$250	\$500
Schedule “C”, s. 1(1)(c)	Use Wastewater System in unauthorized manner	\$250	\$500

Schedule “C”, s. 5(1)	Discharge matter other than domestic Wastewater	\$100	\$250
Schedule “C”, s. 9	Contravention of requirement respecting protection of Wastewater System	\$100	\$250
Schedule “C”, s. 10(1)	Discharge of hauled Wastewater at location not approved by the Chief Administrative Officer	\$250	\$500
Schedule “C”, s. 10(2)	Discharge Wastewater at Recreational Vehicle discharge station from vehicle, container or thing other than a Recreational Vehicle	\$250	\$500



May 4, 2020

Maryanne Sandberg, Reeve
Municipal District of Willow Creek
Box 550,
Claresholm AB T0L 0T0

Dear Maryanne,

Re: Donation to Gaming Night Fundraiser

Please find this note of thanks and appreciation to the Council for their donation of \$500 and raffle prizes for our Gaming Night Fundraiser. We value Council's support for our community work.

This fundraiser is postponed until the Provincial pandemic precautions have changed. At that time, we will proceed with fundraising initiative.

Thank you,

Jill Burrows

President

Box 635, Fort Macleod, AB T0L0Z0

"Your Cause Is Our Cause"

RECEIVED
MAY 13 2020



Maryanne Gaudet, Keweenaw

Mission: To provide a safe and healthy environment for all.

Address: 4877, 117

Dr. J. J. J. J.

Donation to Gaming Night Fundraiser

Please find the note of thanks and report of the Gaming Night Fundraiser. This donation of \$500 and other support for our Gaming Night Fundraiser. The Gaming Night Fundraiser is a very important part of our community work.

This is a very important part of our community work.

The Gaming Night Fundraiser is a very important part of our community work.

Thank you for your support.

Yours truly,

Maryanne Gaudet

President

4877, 117

"Your Cause is Our Cause"

Derrick Krizsan

From: Karen Ankerstein <karen@RMAInsurance.com>
Sent: May 14, 2020 8:02 PM
To: Derrick Krizsan
Cc: Karen Ankerstein
Subject: Genesis Annual General Meeting Notice
Attachments: GRIE 2020 AGM Official Meeting Notice Letter .pdf; Genesis Reciprocal Insurance Exchange AGM Proxy .pdf

Importance: High



RE: Genesis Annual General Meeting

Genesis Reciprocal Insurance Exchange will be holding its Annual General Meeting in the **morning of June 5, 2020 at 9:00 A.M.**, and will take place in the method of a **Webinar**. It will be administered by ZOOM and further details will follow.

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis's Principal Attorney. The Agenda, 2019 Audited Financials and 2019 Actuarial Report will be sent out before the end of May.

For any questions regarding this meeting, please contact Sheila Ashton at sheila@rmalberta.com, or at 780-955-4093.

Thanks,

Duane Gladden
Genesis Principal Attorney

Karen Ankerstein

Administrative Support



Office: 780.955.8409
Fax: 780.955.3615
RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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May 14, 2020

RE: Genesis Annual General Meeting

ATTN: Genesis Subscriber

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place on **June 5, 2020, at 9:00 a.m. in the method of a Webinar**. All subscribers to Genesis should find attached a proxy form to appoint an individual to attend the meeting if they are unable to attend the webinar. Event details and registration information will be provided closer to the date.

As per our March 13, 2020 notice regarding the postponement of our regular yearly AGM, due to the COVID-19 situation, we are committed to holding our AGM's and will hold it by a way of a webinar session this year. **We hope that each subscriber will have an elected or administrative official in attendance** or assign a proxy. We strongly encourage all subscribers to participate.

Please find the proxy document attached. The Agenda, 2019 Audited Financials and 2019 Actuarial Report will be sent out before the end of May.

For any questions regard this meeting please contact Sheila Ashton at sheila@rmaalberta.com, or at 780-955-4093.

Sincerely,

Duane Gladden
Genesis Principal Attorney



**ANNUAL GENERAL MEETING OF
THE GENESIS RECIPROCAL INSURANCE EXCHANGE
PROXY**

The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)

☐ _____

OR

☐ Duane Gladden, Director of Business Services of the RMA and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on Friday, June 5, 2020.

My proxy shall have full authority to vote on behalf of the Undersigned.

Dated _____, 2020.

Subscribing Member

Signing Officer

***Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**



105168

ALBERTA
ENVIRONMENT AND PARKS

*Office of the Minister
Government House Leader*

MLA, Rimbey-Rocky Mountain House-Sundre

MAY 11 2020

Reeve Maryanne Sandberg
Municipal District of Willow Creek No. 26
PO Box 550
Claresholm, AB T0L 0T0
maryanne.sandberg@mdwillowcreek.com

Dear Reeve Sandberg:

The threat of flooding is an important concern for many Albertans. The Government of Alberta is working to provide the most up-to-date information possible to assist communities in keeping Albertans safe and protecting their properties from floods.

I am pleased to announce that Environment and Parks has completed technical work on 10 new flood studies, including the Fort Macleod Flood Hazard Study in your community. We are sharing draft flood maps and reports from these studies with municipalities and First Nations as the first step of the engagement and finalization process. This process will involve careful consideration of all feedback received, and close work with municipalities and First Nations to address comments and concerns before any public release, which we expect in fall 2020. I am confident this information will support emergency response in your community in the event of a flood.

You can find more information about the completed studies, as well as other provincial flood studies, at www.floodhazard.alberta.ca. Department staff will contact your administration soon with instructions for downloading the draft flood maps and reports. If you have any questions, please contact Peter Onyshko, Flood Hazard Specialist, River Engineering, in our Edmonton office, at 780-422-7826 (dial 310-0000 for a toll-free connection), or at peter.onyshko@gov.ab.ca.

Sincerely,

Jason Nixon
Minister

cc: Peter Onyshko
Environment and Parks



Claresholm

Where **Community** Takes Root

May 15, 2020

Reeve Maryanne Sandberg
MD of WILLOW CREEK
BOX 550
CLARESHOLM, AB T0L 0T0

Dear Reeve Sandberg:

RE: Town of Claresholm Airport Runway Maintenance

Further to the JEDI meeting held April 28, 2020, the Town of Claresholm Council has reviewed the request from the MD of Willow Creek in regards to transferring all remaining Town owned properties to the MD along with the runway/taxiway lands for no cost to the MD of Willow Creek. At this time, the Town is not willing to transfer any lands for no cost, other than the airport runway and taxiway lands. (runway 175 acres and taxiway 5.3 acres)

The Town would like to remain with the original offer to transfer the airport runway and taxiway lands (for the sum of \$1.00) to the MD of Willow Creek upon the sharing of the runway repairs to be completed in the next two years. (Town and MD to equally share in the runway repair costs with a value of approximately \$34,500.00 each.)

The airport runway repairs have not been included within the Town of Claresholm 5 or 10 year capital plans as there are many other competing priorities. As such, if the land is not transferred to the MD and/or no agreement can be reached on the repairs on the runways, the Town may need to look at alternatives for the operations of the airport. Those alternatives may include minor repairs until such a time as the runway condition deteriorates to a point that a temporary closure may be warranted.

If you have any questions or concerns regarding the above, please contact the undersigned at your convenience.

Regards,

Doug MacPherson
Mayor
Town of Claresholm



Barnes goes to bat for HALO

BY GILLIAN SLADE ON MAY 23, 2020.

SUBSCRIBE NOW



Cypress-Medicine Hat MLA Drew Barnes has asked his colleagues in the United Conservative government to provide temporary funding for HALO until a review on air ambulance services is complete. He has asked for an answer by Tuesday.--SUBMITTED PHOTO COURTESY MARK MENNIE

gslade@medicinehatnews.com@MHNGillianSlade

Local MLA Drew Barnes says he's expecting a government decision on Tuesday morning regarding temporary funding for HALO.

A week ago HALO announced it will close the helicopter medevac service in this region on July 1 without funding support.

Paul Carolan, chief operating officer for HALO, said it will stop using its twin-engine helicopter and return to using only a single-engine machine by the end of the month.

HALO has been unable to negotiate operational funding from Alberta Health and its local fundraising activities have been severely restricted during the COVID-19 pandemic. In all the years of operating there has only been a one-time grant of about \$1 million under the NDP government.

Barnes, who represents Cypress-Medicine Hat, says he has been in consultation with the health minister, his chief of staff and EMS.

"I have indicated I would like to know by Tuesday morning that they will provide funding for HALO to continue until ... a review is complete sometime in September," said Barnes, noting he feels this is essential.

Without HALO operating there will be a significant burden placed on volunteer paramedics in rural areas, not to mention an increased pressure on STARS to cover this region in a manner that it has not had to do before, said Barnes.

"For the safety of southern Albertans the right thing to do it is continue HALO," said Barnes, who believes the report will show the value of it.

"Let's ensure that HALO lasts until the report is done."

Mutual rescuing done between HALO Air ambulance and Southern Alberta

- Ryan Dahlman May 22, 2020 Updated May 25, 2020
 - HALO Air Ambulance's motto has always been: "In flight for your life."
 - Now, the air ambulance is in the fight for its life.
 - HALO Air Ambulance CEO Paul Carolan sent a letter to Alberta Premier Jason Kenney May 8 in order to try and receive provincial government funding to help support the "only medevac helicopter service dedicated to southern Alberta."
 - There is a vast rural area with not a lot of communities in between so getting a fast aerial support is critical and have saved many lives. In fact, they did a mission to Patricia on the evening of May 20 and another to Brooks May 22.
 - As of yet, the provincial government has not put forth any direct funding with discussion they will not address it until September. For the Air Ambulance, it would mean the "scaling back to one helicopter by June 1" in a limited capacity and the ceasing of all operations by July 1.
 - They have put forth the #HALOChallenge where they want people, businesses and organizations to make contributions. In the press release, Carolan had pointed to \$250,000 per month in operating costs.
 - "HALO believes deeply in our communities and our communities believe deeply in HALO. This is one of the most important principles to the HALO Air Ambulance Program," explains HALO Air Ambulance CEO Paul Carolan. "The outpouring of support has been nothing short of extraordinary. We have received countless messages, offers to help and donations in the past week. We are overwhelmed by the community support. Once again it will be because of the hard-working community-minded individuals, responsible corporate sponsors and regional and municipal governments that HALO weathers this storm. The people of southern Alberta have always proven HALO is a vital and essential service, now it's time for the Government of Alberta to treat it as such."

- HALO Medevac Air Rescue's #HALOCHALLENGE campaign has been receiving messages of support as well as donations on their Facebook, Instagram and Twitter accounts.
- Because COVID-19 has shut down public gatherings and many businesses... opportunities to hold fundraisers have been lost. Like many fundraising attempts, donations are needed and with a tough economy, high unemployment and thus far very limited public contact and no social gatherings, the traditional support and lifeline for HALO's operations have dried up.
- There is a Facebook page at: <https://www.facebook.com/groups/SAVEHALO/> which is tracking all of the HALO fundraisers which are occurring across southern Alberta. This includes the #HALOChallenge.
- Carolan is beyond pleased with the response of the #HALOChallenge launched May 8 which can be found out on the Facebook site as well other fundraisers which have pledged support for HALO.
- "The community support answer the call of #HALOCHALLENGE build each and every day. It started with families challenging families, friends challenging friends, and neighbours challenging neighbours," explains Carolan. "We are grateful for every challenge, for every penny. The challenge continues to grow, a group of businesses in Medicine Hat have launched challenges as well. Red Velvet Salon challenged several other salons in Medicine Hat and the #HairForHALO has kicked off and is gaining momentum. McCain Foods, along with Western Tractor and JEB Transport have launched #FreeFryFriday as a corporate challenge with a substantial fund raising goal. More ideas and offers are coming in daily."
- The rural area has been supportive and Carolan gives a nod to the many 4-H clubs who have stepped up with the pledge of donating proceeds of their projects to the cause. Because the 4-H show and sales have been changed to virtual ones, or doing direct private treaty sale, those are still to come.
- It makes Carolan proud.

- “It makes sense that the farming and ranching community has always been a key part of the HALO Program. With the remoteness of our region and the lack of established runways HALO is often the best solution to help in rural southern Alberta,” explains Carolan. “One of our most incredible, and loyal supporters has always been our local 4-H groups. Year after year members of 4-H groups from across southern Alberta hold fundraisers for HALO, donate calves, heifers and steers to be auctioned for the benefit of HALO. Each year we are approached by 4-H groups asking if they can, once again, support HALO. 4-H is at the heart of rural Alberta. A program that helps shape tomorrow’s leaders, a program that teaches valuable lessons about the value of friendship, community and duty. HALO is proud to receive so much support from 4-H.”
- “It’s awesome,” explained Shirley Jago, the key leader for the Cactus Country 4-H district which represents southeast 4-H clubs. She is quite proud of members who have gone out of their way to support HALO individually or collective as part of 4-H. “It is all important; part of giving back and we are always doing community service.”