

1.0 CALL TO ORDER**2.0 APPROVAL OF AGENDA****3.0 MINUTES****3.1 REGULAR MEETING HELD APRIL 15, 2025**[Schedule A](#)**4.0 ACTION ITEMS:****4.1 GOLF CART PILOT PROJECT BYLAW 3-2025 (3RD READING)**

Administration recommends that Council gives 3rd reading to Bylaw 3-2025 Golf Cart Pilot Project Bylaw with the following amendments:

- Section 8.2 – delete “on or before that date” and update to the signature line for Minister of Transportation & Economic Corridors
- Schedule “A” – Amend maps to include road names within the subdivision.
- Schedule “C” – add “This permit can be submitted in person at the County office, or via email to cpo@countybarrhead.ab.ca.” and “Payment can be made in person via cash, cheque, or debit, or e-transfer to payments@countybarrhead.ab.ca” on page 2.
- Schedule “E” – Section 3.5(c) amend to add “Fail to” in front of “Pass on the Left”.

[Schedule B](#)**4.2 COMMUNITY STANDARDS BYLAW 2-2025**

Administration recommends that Council gives 2nd and 3rd reading to Bylaw 2-2025 Community Standards Bylaw.

[Schedule C](#)**4.3 2025 BRIDGE REPLACEMENT – SW 25-59-7-W5 - BF 74538 LAND ACQUISITION**

Administration recommends that Council directs the Reeve and County Manager to sign the agreements for Acquisition of Land for ROW for the 2025 Bridge Replacement Project BF 74538 as presented, in order to purchase land from each landowner for the total cost to the project of \$2,000.

[Schedule D](#)**4.4 2025 CRACK SEALING PROGRAM**

Administration recommends that Council directs Administration to enter into a contract with Marshall Lines 2014 to carry out the 2025 Crack Sealing Program on County roadways and the airport for a total cost of \$107,010.

[Schedule E](#)**4.5 2025 LINE PAINTING PROGRAM**

Administration recommends that Council directs Administration to enter into a contract with Marshall Lines 2014 to carry out the 2025 County roadway and airport line painting project for a total cost not to exceed \$ 89,711.70.

[Schedule F](#)

4.6 2025 CONSTRUCTION PROJECT #24-640

Administration recommends that Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, and Landscape Borrow Area & Crop Damage on Access Road, 2025 Road Reconstruction Project #24-640 – through 30 and west of NW 30-60-6-W5.

[Schedule G](#)

4.7 2025 CONSTRUCTION PROJECT #24-740

Administration recommends that Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, and Landscape Borrow Area & Crop Damage on Access Road, 2025 Road Reconstruction Project #24-740 – South of SE 16-62-4-W5, West of SW 15-62-4-W5, South of the north half of 15-62-4-W5.

[Schedule H](#)

4.8 2025 CONSTRUCTION PROJECT #25-240

Administration recommends that Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, and Borrow Area & Crop Damage on Access Road, 2025 Road Reconstruction Project #25-240 – South of 24-58-4-W5.

[Schedule I](#)

4.9 IN-CAMERA

4.9.1 EXTERNAL COMMITTEE CONCERNS – FOIPP Sec. 17 Personal Information

5.0 REPORTS**5.1 COUNTY MANAGER REPORT**

Administration recommends that Council accept the County Manager's report for information.

- Resolution Tracking List

[Schedule J1](#)

- AAIP Rural Renewal Stream – April 2025 Stat Report

[Schedule J2](#)

5.2 ENFORCEMENT SERVICES REPORT

Administration recommends that Council accept the Community Peace Officer 2025 Spring Report for information.

[Schedule K](#)

5.3 PUBLIC WORKS REPORT

(11:00 a.m.)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule L](#)

5.4 COUNCILLOR REPORTS

6.0 INFORMATION ITEMS

6.1 Bill 50: Municipal Affairs Statutes Amendment Act, 2025 – RMA Analysis

[Schedule M](#)

6.2 Letter from Barrhead District 4-H Re: Beef Achievement Day on May 26, 2025

[Schedule N](#)

6.3 Letter PHSD to AB Transportation Re: Dunstable School Zone – dated April 22, 2025

[Schedule O](#)

6.4 Letter from West Fraser Re: Woodlands Open House – dated April 21, 2025

[Schedule P](#)

6.5 Minutes

6.5.1 FCSS Meeting Minutes – March 20, 2025

[Schedule Q](#)

6.5.2 Misty Ridge Meeting Minutes – March 12, 2025

[Schedule R](#)

7.0 DELEGATIONS

7.1 10:00 a.m. S. Dewar – Resident comments Re: Community Standards Bylaw

[Schedule S](#)

**7.2 11:30 a.m. Sgt Colin Hack – Barrhead RCMP Detachment – Annual Policing
Priorities Discussion**

8.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD APRIL 15, 2025

Regular Meeting of the Council of the County of Barrhead No. 11 held April 15, 2025, was called to order by Reeve Drozd at 9:02 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik (joined at 9:25 a.m.)

**THESE MINUTES ARE
UNOFFICIAL AS THEY HAVE
NOT BEEN APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager
Pam Dodds, Executive Assistant
Dawn Fedorvich, Director of Rural
Development

Ken Hove, Director of Infrastructure
Tamara Molzahn, Director of Corporate
Services
Tara Troock, Development Clerk

ATTENDEES

Public Attendees – as attached
Barry Kerton - Town and Country Newspaper

RECESS

Reeve Drozd recessed the meeting at 9:02 a.m.

Reeve Drozd reconvened the meeting at 9:22 a.m.

APPROVAL OF AGENDA

2025-101 Moved by Councillor Kleinfeldt that the agenda be approved as presented.

Carried 6-0.

MINUTES OF REGULAR MEETING HELD APRIL 1, 2025

2025-102 Moved by Councillor Preugschas that the minutes of the Regular Meeting of Council held April 1, 2025, be approved as circulated.

Carried 6-0.

Councillor Stoik joined the meeting at 9:25 a.m.

**SUBDIVISION APPLICATION – MUNICIPAL PLANNING 25-SUB-037
NE 18-58-2-W5 - (KERCKHOF)**

2025-103 Moved by Councillor Stoik that Council approve subdivision application 25-SUB-037 proposing to create a Country Residential Lot out of NE 18-58-2-W5 with a reduction in parcel size to a maximum of 15 ac, and further that the approval is subject to the conditions as follows:

1. That prior to endorsement of an instrument affecting this plan, the Subdivision Authority and the County of Barrhead No. 11 receive a Real Property Report or a building site certificate, prepared by an Alberta Land Surveyor, which indicates the distances between the buildings, the private sewage disposal system, any potable water source, and shelter belts and above-ground appurtenances on the subject lands and the existing and proposed property boundaries on the proposed lot.

That, based on the building site certificate or Real Property Report, the proposed lot boundaries be revised to 4.05 ha (10.0 ac.), plus the land that is required for:

- a. the surface sewage discharge points are a maximum of 90.0 m from the proposed property boundaries (if applicable);
- b. the existing improvements (buildings, outbuildings, wells, corrals, dugouts) on the site; and
- c. low lying areas or areas unsuitable for development.

Up to a maximum of 6.06 ha (15.0 ac).

With all dimensions being to the satisfaction of the County of Barrhead No.11 and the Subdivision Authority.

2. That prior to the registration of an instrument effecting this plan, the registered owner and/or developer obtain and comply with a development permit with the County of Barrhead No. 11 for the existing shop with living quarters.
3. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into a development agreement with the County of Barrhead No. 11 pursuant to Section 655 of the *Municipal Government Act*, as amended, which development agreement shall include provision that the County will acquire a 17-foot wide future road widening on the eastern boundary of the quarter section. County's interest will be registered by caveat on title. Caveat will remain on title until such time as the road is widened.
4. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11.
5. That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, submit to the County of Barrhead No. 11 and the Subdivision Authority Officer, certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed lot, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
6. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

Carried 6-1.

Tara Troock departed the meeting at 9:42 a.m.

2025 JOINT ELECTION AGREEMENT WITH PEMBINA HILLS SCHOOL DIVISION

- 2025-104 Moved by Councillor Properzi that Council approve Administration to enter into an agreement to conduct the 2025 School Trustee Election on behalf of Pembina Hills School Division.

Carried Unanimously.

RECESS

Reeve Drozd recessed the meeting at 9:48 a.m.

Reeve Drozd reconvened the meeting at 9:54 a.m.

Tamara Molzahn joined the meeting at 9:54 a.m.

2025 OPERATING & CAPITAL BUDGET

- 2025-105 Moved by Councillor Preugschas that Council adopt the 2025 Operating Budget as presented; with 2025 operating expenditures and revenue of \$21,124,510 respectively.

Carried Unanimously.

- 2025-106 Moved by Councillor Lane that Council revise the 2025 Capital Budget from \$6,408,757 to \$9,543,169, as presented.

Carried Unanimously.

REGULAR MEETING OF COUNCIL - HELD APRIL 15, 2025

Dawn Fedorvich departed the meeting at 10:53 a.m.

Councillor Stoik departed the meeting at 10:56 a.m. and rejoined at 11:05 a.m.

3 YEAR FINANCIAL PLAN & 10 YEAR CAPITAL PLAN

2025-107 Moved by Councillor Properzi that Council approve the 3-Year Financial Plan for 2026 – 2028 as presented.

Carried Unanimously.

2025-108 Moved by Councillor Kleinfeldt that Council approve the 10-Year Capital Plan for the County of Barrhead as presented.

Carried Unanimously.

Ken Hove joined the meeting at 11:15 a.m.

Councillor Lane left the meeting at 11:15 a.m. and rejoined at 11:17 a.m.

Dawn Fedorvich rejoined the meeting at 11:21 a.m.

2025 PROPERTY TAX BYLAW 4-2025

2025-109 Moved by Councillor Properzi that Council gives 1st reading to Bylaw 4-2025 – 2025 Property Tax Bylaw.

Carried Unanimously.

2025-110 Moved by Councillor Preugschas that Council gives 2nd reading to Bylaw 4-2025.

Carried Unanimously.

2025-111 Moved by Councillor Lane that Council considers 3rd reading for Bylaw 4-2025.

Carried Unanimously.

2025-112 Moved by Councillor Kleinfeldt that Council gives 3rd reading to Bylaw 4-2025 – 2025 Property Tax Bylaw.

Carried Unanimously.

Tamara Molzahn and Dawn Fedorvich departed the meeting at 11:27 a.m.

Councillor Preugschas departed the meeting at 11:27 a.m. and rejoined at 11:28 a.m.

**RECOMMENDATION FOR TENDER AWARD – TENDER 77360
BRIDGE REPLACEMENT & OTHER WORK**

2025-113 Moved by Deputy Reeve Schatz that Council awards the construction contract for Bridge File 77360 Bridge Culvert Replacement and Other Work to Plains Constructors Canada Ltd. for \$348,073, including site occupancy, excluding GST.

Carried Unanimously.

PUBLIC WORKS REPORT

Ken Hove, Director of Infrastructure, reviewed the written report for Public Works & Utilities and answered questions from Council.

2025-114 Moved by Councillor Properzi that the report from Public Works be received for information.

Carried Unanimously.

Ken Hove departed the meeting at 11:40 a.m.

DIRECTOR OF CORPORATE SERVICES REPORT

2025-115 Moved by Councillor Lane to accept the following Director of Corporate Services reports for information:

- Cash, Investments & Taxes Receivable as of March 31, 2025
- Payments Issued for the month of March 2025
- YTD Budget Report for 3 months ending March 31, 2025
- YTD Capital Recap for period ending March 31, 2025
- Elected Official Remuneration Report as of March 31, 2025

Carried Unanimously.

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2025 Resolution Tracking List and provided the following updates to Council:

- A successful County Food Bank Drive done in coordination with FCSS, Neerlandia Co-op, Campsie Store, and Lac La Nonne Store.
- Upcoming “Celebrating Rural Living – Open Skies Expo & Awards Dinner” on May 3, 2025; a free family event followed by a ticketed dinner
- Discussed potential changes to provincial Legislation with pending Bills

Councillor Preugschas departed the meeting at 12:02 p.m.

2025-116 Moved by Deputy Reeve Schatz that the County Manager’s report be received for information.

Carried 6-0.

COUNCILLOR REPORTS

Councillor Properzi reported on his attendance at the Budget Workshop, Pembina Zone meeting and RMA Convention.

Councillor Preugschas rejoined the meeting at 12:04 p.m.

Councillor Lane reported on his attendance at the Budget Workshop, Airport meeting, ASHA Convention, Misty Ridge meeting and RMA Convention.

GENERAL CONSENSUS TO EXTEND THE MEETING

At 12:04 p.m. the Reeve received general consent from all Councillors present to extend the meeting until completed.

COUNCILLOR REPORTS (continued)

Councillor Stoik reported on his attendance at the Budget Workshop and ASB meeting.

Councillor Kleinfeldt reported on his attendance at the Budget Workshop, RMA Convention, BARCC meeting, and Pembina Zone meeting.

Councillor Preugschas reported on his attendance at the Budget Workshop, ASB Provincial Committee meeting, ASB meeting, Farm Women’s Awards banquet, NW of 16 Regional Tourism AGM, Attraction & Retention Committee, Twinning Committee, Women’s Day Conference, and Museum update.

Deputy Reeve Schatz reported on his attendance at the Budget Workshop, RMA Convention, Mayors & Reeves meeting, CFYE meeting, ASB meeting and Pembina Zone meeting.

Reeve Drozd reported on his attendance at Twinning Friendship dinner, Budget Workshop, RMA Convention, Mayors & Reeves meeting, FCSS meeting, FCSS Finance Committee meeting, FCSS Personnel Committee meeting, BARCC meeting, meeting with MLA Getson, Reeve Blakeman & Lafarge regarding gravel pit approvals, EQUUS AGM, Hillcrest 90th birthday celebration, UCP Fundraiser, ASB meeting, and Pembina Zone meeting.

IN-CAMERA SESSION

- 2025-117 Moved by Councillor Properzi that Council move in-camera at 12:22 p.m. for discussion on:
- External Committee Concerns – *FOIP Sec. 17 Personal Information*
- Carried Unanimously.

Pam Dodds and Barry Kerton exited the meeting at 12:22 p.m.

Councillor Preugschas and Councillor Properzi departed the meeting at 1:04 p.m.

- 2025-118 Moved by Councillor Kleinfeldt that Council move out of in-camera at 1:10 p.m.
- Carried 5-0.

COMMITTEE CONCERNS

- 2025-119 Moved by Councillor Stoik that Council direct the Reeve to respond to committee concerns as discussed.
- Carried 5-0.

ADJOURNMENT

- 2025-120 Moved by Councillor Stoik that the meeting adjourn at 1:11 p.m.
- Carried 5-0.

TO: COUNCIL

RE: GOLF CART PILOT PROJECT BYLAW 3-2025 (3RD READING)

ISSUE:

Creation of a Golf Cart Pilot Project Bylaw to allow for the use of Golf Carts in specific subdivisions within the County as part of a provincial pilot project requires 3rd reading by Council.

BACKGROUND:

- MGA s. 7 - authorizes a Council to establish and adopt Bylaws for municipal purposes.
- MGA s. 8 - permits Council to regulate or prohibit particular activities.
- Provincial Pilot Project (Golf Carts) Regulation permits Municipalities to enact a Bylaw to allow golf carts on certain roadways within a municipality.
- Provincial Regulation provides specific requirements for the Bylaw and specific criteria for determining which roadways can be used by golf carts.
- August 29, 2024 – Committee of the Whole received information in relation to the pilot project requirements and recommended that a DRAFT Bylaw be taken to Council for consideration.
- April 1, 2025 – Council approved 1st & 2nd reading of Bylaw 3-2025 and directed Administration to submit the Bylaw, as amended, to Alberta Transportation & Economic Corridors for approval.
- April 17, 2025 – Administration received feedback from Alberta Transportation requiring minor amendments to Schedule A – Designated Highways & Schedule E – Specified Penalties of the Bylaw.

ANALYSIS:

- Pilot project requires regular reporting by the municipality to the province annually and quarterly. These reports include permits issued, collisions, data on golf carts, users, resident feedback, and municipal concerns.
- Pilot project is for a period of 5-years and will end in June of 2029. Province may extend the pilot project, cancel the pilot project early, or implement the changes into law.
 - County reserves the right to repeal the Golf Cart Pilot Project Bylaw 3-2025 at any time.
- To receive provincial approval to take part in the Pilot the County must submit the following:
 - An application
 - Draft Bylaw
 - Route List & Map
 - Explanation on Selected Routes (traffic volume, collisions, environment, etc.)
- Pilot project requires the County to establish a permit process but gives the County some flexibility on payment and documentation required.
- Currently, there are limited municipalities which have implemented the Pilot project, including:
 - Lacombe County, Summer Village of Rochon Sands, and Town of Coaldale.

- The following table outlines the various sections incorporated into the Draft Golf Cart Pilot Project Bylaw 3-2025

Topic	Proposed	Potential Impact/Reason
Definitions	13 definitions.	<ul style="list-style-type: none"> Allows for appropriate interpretation by Peace Officers, public, and the Courts Ensures offences are defined by appropriate wording
Operation of Golf Carts	<p>Provides offences for operating in contravention of provincial legislation or the Bylaw.</p> <p>Requires operators to possess an active operator's licence (Class 1-7).</p> <p>Provides right of way and general driving behaviour regulations</p>	<ul style="list-style-type: none"> Ensures operators are aware of necessary driving laws and can safely operate the golf cart. Provides consistent rules for golf carts and ensures they are in line with rules applying to motor vehicles to avoid confusion.
Routes, Parking & Signage	<p>Golf carts can only be operated on designated highways (Thunder Lake Subdivision and Lac La Nonne area).</p> <p>Allows Golf Carts to be parked anywhere in these areas as long as signage does not prohibit parking.</p>	<ul style="list-style-type: none"> Provides clear rules around routes and parking. Signage will be posted throughout the approved route to ensure clarity for drivers.
Reporting & Permits	<p>Provides requirements for reporting collisions to the County.</p> <p>Provides information required for a permit.</p> <p>Provides that permits are only valid from January 1 to December 31 of the calendar year they are issued.</p>	<ul style="list-style-type: none"> Provides clear rules for reporting, required by the provincial Pilot project. Ensures consistency in information collected and reported to the province, as required.
Enforcement & Obstruction	<p>Provides 1st, 2nd, 3rd offence fines.</p> <p>Allows the County to revoke/suspend permits if contraventions occur.</p>	<ul style="list-style-type: none"> Provides an escalating enforcement mechanism.
Exercise of Discretion	<p>Allows County & Peace Officers to exercise discretion in enforcement.</p>	<ul style="list-style-type: none"> Preserves the right of the County and Peace Officers to exercise discretion and limits liability in that area.
Force & Effect	<p>Bylaw requires approval of the Minister and signage to be posted prior to the Bylaw coming into force.</p> <p>Bylaw will expire June 14, 2029.</p>	<ul style="list-style-type: none"> Both requirements of the provincial Pilot project. Upon expiry, decision will need to be made based on provincial decision on Pilot project.

- Amendments to the Bylaw include the following:
 - Section 8.2 – delete “on or before that date” which further requires the Minister of Transportation & Economic Corridors signature line moved to after 3rd reading.
 - Schedule “A” – Amend maps to include road names within the subdivision.
 - Schedule “C” – add “This permit can be submitted in person at the County office, or via email to cpo@countybarrhead.ab.ca.” and “Payment can be made in person via cash, cheque, or debit, or e-transfer to payments@countybarrhead.ab.ca” on page 2.
 - Schedule “E” – Section 3.5(c) amend to add “Fail to” in front of “Pass on the Left”
- Bylaw 3-2025 must be returned to Alberta Transportation for final approval following 3rd reading by Council.
- Permits applications will not be made available until after final approval from Alberta Transportation.
- Rates & Fees Bylaw will be brought to the regular meeting of Council on May 20, 2025, to consider the permit application fee.

STRATEGIC ALIGNMENT:

Adoption of the proposed Golf Cart Pilot Project Bylaw 3-2025 aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 3 Rural Lifestyle

Outcome *3 County maintains its rural character and is recognized as a desirable location to invest, work, live and play.*

Goal 3.3 Rural character and community safety is preserved by providing protective & enforcement services.

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal *4.2 County demonstrates open & accountable government.*

Goal 4.3 County demonstrates leadership.

ADMINISTRATION RECOMMENDS THAT:

Council gives 3rd reading to Bylaw 3-2025 Golf Cart Pilot Project Bylaw with the following amendments:

- Section 8.2 – delete “on or before that date” and update to the signature line for Minister of Transportation & Economic Corridors
- Schedule “A” – Amend maps to include road names within the subdivision.
- Schedule “C” – add “This permit can be submitted in person at the County office, or via email to cpo@countybarrhead.ab.ca.” and “Payment can be made in person via cash, cheque, or debit, or e-transfer to payments@countybarrhead.ab.ca” on page 2.
- Schedule “E” – Section 3.5(c) amend to add “Fail to” in front of “Pass on the Left”.



COUNTY OF BARRHEAD NO. 11
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BYLAW NO. 3-2025
GOLF CART PILOT PROJECT BYLAW

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A BYLAW OF THE COUNTY OF BARRHEAD NO. 11, IN THE PROVINCE OF ALBERTA, TO CONTROL AND REGULATE THE USE OF GOLF CARTS ON HIGHWAYS WITHIN THE COUNTY OF BARRHEAD.

WHEREAS the *Municipal Government Act, RSA 2000, c. M-26*, as amended, provides that a Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS the Council of the County of Barrhead No. 11 deems it advisable to set forth the terms and conditions to regulate the pilot testing of golf carts on select public roads in and through the County of Barrhead;

NOW THEREFORE, the Council of the County of Barrhead No. 11, under the authority vested in it by the Pilot Project (Golf Carts) Regulation under the *Traffic Safety Act, R.S.A. 2000, c. T-6*, hereby enacts as follows:

1.0 TITLE

1.1 This Bylaw may be referred to as the “Golf Cart Pilot Project Bylaw”.

2.0 DEFINITIONS

In this Bylaw:

2.1 “Act” means the *Traffic Safety Act*;

2.2 “County” means the County of Barrhead No. 11;

2.3 “Designated Highway” means a Highway, as outlined in Schedule “A”, that has been designated as a Highway on which a person may operate a golf cart and includes a crossing location.

2.4 “Golf Cart” means a 4-wheel motor vehicle that

- i. Is designed by a manufacturer primarily for use on golf courses or paved surfaces,
- ii. Cannot attain a speed of more than 40 km/h on a paved level surface,
- iii. Has a structure that partially or fully encloses its operator and passengers and is not less than 1.2m above the ground, and
- iv. Has a gross vehicle weight rating of less than 1361kg;

2.5 “Golf Cart Permit” means the written authorization in Schedule “D” that is issued by the County and authorizes the operation of a golf cart on designated highways in the County;

2.6 “Highway” is as defined in the *Traffic Safety Act, RSA 2000, Chapter T-6*;

2.7 “Manufacturer” means a person engaged in the business of

- i. Designing golf carts, and
- ii. Building golf carts or producing kits to build golf carts;

2.8 “Owner” is as defined in the *Traffic Safety Act, RSA 2000, Chapter T-6* and includes the individual who applied for a golf cart permit;



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GOLF CART PILOT PROJECT BYLAW

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- 2.9** “**Peace Officer**” means a member of the Royal Canadian Mounted Police; a Peace Officer appointed under the Alberta *Peace Officer Act*; or a Bylaw Enforcement Officer;
- 2.10** “**Registrar**” means the Registrar of Motor Vehicle Services and includes any person who, on the direction of the Registrar, is acting on behalf of the Registrar of Motor Vehicle Services;
- 2.11** “**Subsisting**” when used in relation to a golf cart permit, means, that at the relevant time, the golf cart permit is current and has not expired nor been suspended or cancelled;
- 2.12** “**Violation Tag**” means a ticket or similar document issued by the County pursuant to the *Municipal Government Act, RSA 2000, c. M-26*;
- 2.13** “**Violation Ticket**” is as defined in the *Provincial Offences Procedure Act, Chapter P-34, RSA 2000*;

3.0 OPERATION OF GOLF CARTS

- 3.1** No person shall operate a Golf Cart in a manner contrary to the Act, its regulations, or this Bylaw.
- 3.2** No person shall operate a Golf Cart on any Municipal Reserve unless such operation is permitted by posted signage.
- 3.3** No person shall operate a Golf Cart unless that operator is in possession of a valid operator’s license issued pursuant to the Act.
- 3.4** No person shall operate a Golf Cart:
- a) Without exercising due care and attention,
 - b) With more seated passengers than the design of the golf cart can safely handle or with more seated passengers than declared on the Golf Cart Permit, or
 - c) With a person being towed on any type of equipment attached to the Golf Cart.
- 3.5** An operator of a Golf Cart shall:
- a) When approaching an oncoming vehicle, pass the vehicle on the right,
 - b) Yield the right of way to vehicles approaching from their right,
 - c) When overtaking another vehicle, pass that vehicle on the left,
 - d) Yield right of way to all pedestrians that are approaching so close as to present a hazard, and
 - e) Except when overtaking another vehicle, maintain a safe following distance behind any other vehicle.



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- 3.6** An Operator of a Golf Cart shall, when requested by a Peace Officer, produce for inspection:
- a) Their valid operator's license issued pursuant to the Act, and
 - b) Their subsisting Golf Cart Permit issued pursuant to this Bylaw.

4.0 ROUTES, PARKING AND SIGNAGE

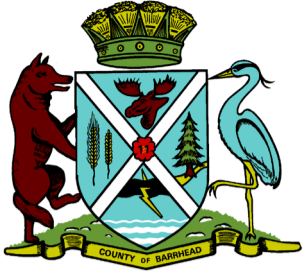
- 4.1** No person shall operate a Golf Cart on a public road within the corporate limits of the County unless:
- a) The Highway is a Designated Highway, as identified in Schedule "A", and
 - b) The road is identified by such signs, as shall be posted, set out in Schedule "B", attached to and forming part of this Bylaw.
- 4.2** Golf Carts may be parked along any route approved for Golf Cart operation according to the terms and conditions of County of Barrhead Traffic Bylaw 6-2024 unless specifically prohibited by posted signage.

5.0 REPORTING AND PERMITS

- 5.1** Persons shall register their Golf Cart using the form shown in Schedule "C" of this bylaw by:
- a) Confirming that the Golf Cart has, and while registered will continue to have, the features required by the Golf Cart Pilot Project Regulation;
 - b) Acknowledging that all terms and conditions related to the operation of Golf Carts as required by the Act and the Golf Cart Pilot Project Regulation and this Bylaw are understood;
 - c) Acknowledging that all information collected in connection with the registration may be shared with the Registrar in accordance with the County's reporting responsibilities as required by the Golf Cart Pilot Project Regulation.
- 5.2** A person operating a Golf Cart shall forthwith report to the County a collision resulting in property damage of any amount, or an injury or fatality.
- 5.3** Permits shall only be valid from January 1 to December 31 of any one calendar year.
- 5.4** Permits will be issued using the form found in Schedule "D".

6.0 ENFORCEMENT & OBSTRUCTION

- 6.1** A Person who contravenes any provision of this Bylaw is guilty of an offence and is liable upon summary conviction;
- a) to a specified penalty as set out in Schedule "E" attached hereto and forming part of the Bylaw;



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BYLAW NO. 3-2025
GOLF CART PILOT PROJECT BYLAW

b) where no penalty is specified, a penalty to be imposed in the discretion of the Court having jurisdiction.

6.2 An offence will be classified as a 2nd, 3rd or subsequent offence if the same offender has been charged with the same offence in the preceding 12-month period.

6.3 A Violation Ticket or Violation Tag may be issued by a Peace Officer for any contravention of this Bylaw.

6.4 A person who contravenes any provision of this Bylaw may have their County Golf Cart Permit seized by a Peace Officer or suspended/revoked by the County.

7.0 EXERCISE OF DISCRETION

7.1 County has the discretion to enforce this Bylaw and is not liable of any outcomes should the County or a Peace Officer not decide to enforce this Bylaw if acting in good faith.

8.0 FORCE & EFFECT

8.1 Invalidity of any section, clause, sentence, or provision of this bylaw shall not affect the validity of any other part of this bylaw, which can be given effect with such invalid part or parts.

8.2 Bylaw 3-2025 shall come into full force and take effect upon 3rd and final reading, subject to the Bylaw's approval ~~on or before that date~~ by the Registrar of Motor Vehicle Services and the installation of signs as required by Section 13 of the Regulation on or before the Bylaws' coming into force date.

8.3 This Bylaw shall expire June 14, 2029.

FIRST READING GIVEN THE 1ST DAY OF APRIL, 2025.

SECOND READING GIVEN THE 1ST DAY OF APRIL, 2025.

THIRD READING GIVEN THE ____ DAY OF _____, 2025.

Reeve

County Manager

APPROVED THIS ____ DAY OF _____, 2025.

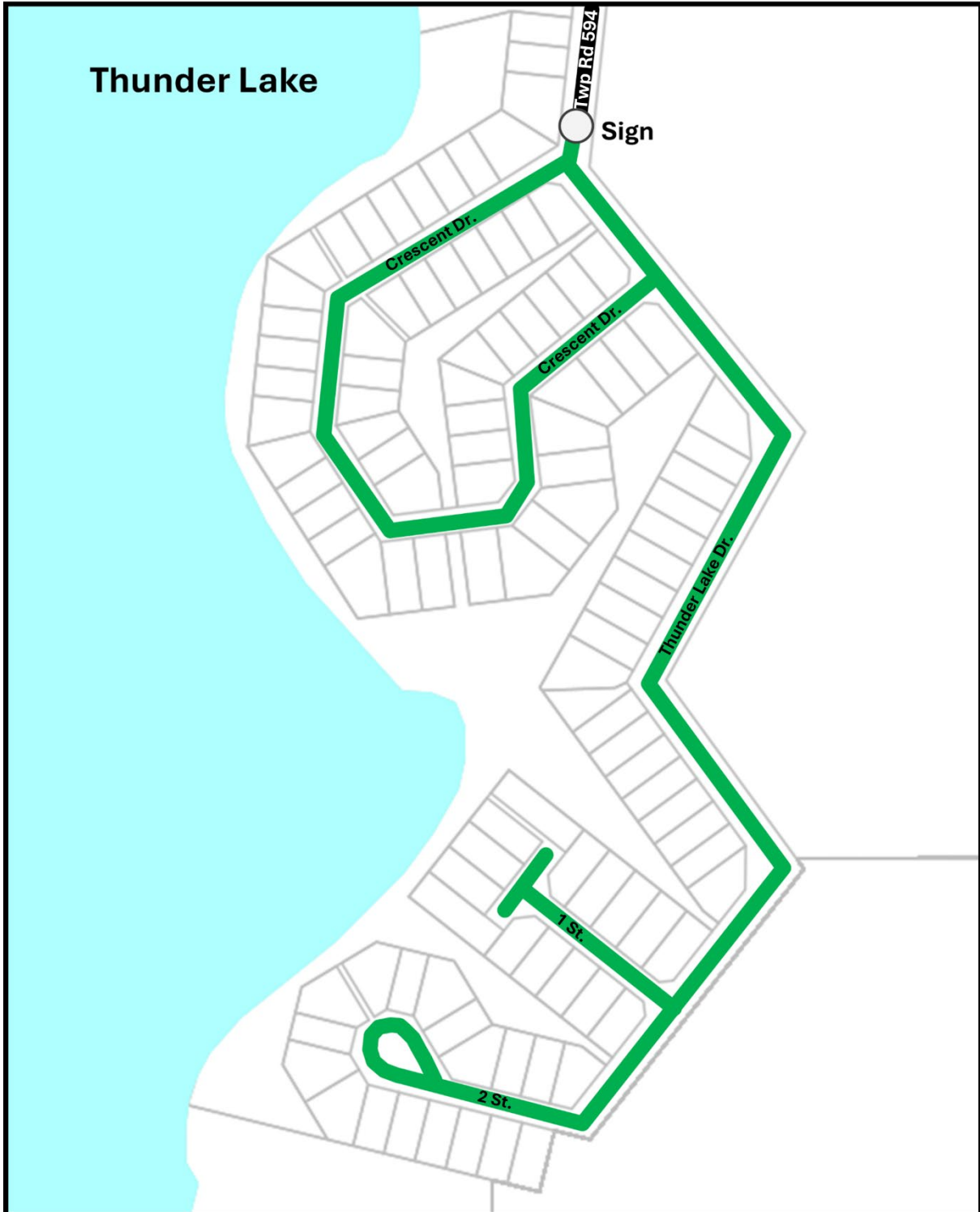
Minister of Transportation &
Economic Corridors

SCHEDULE "A"

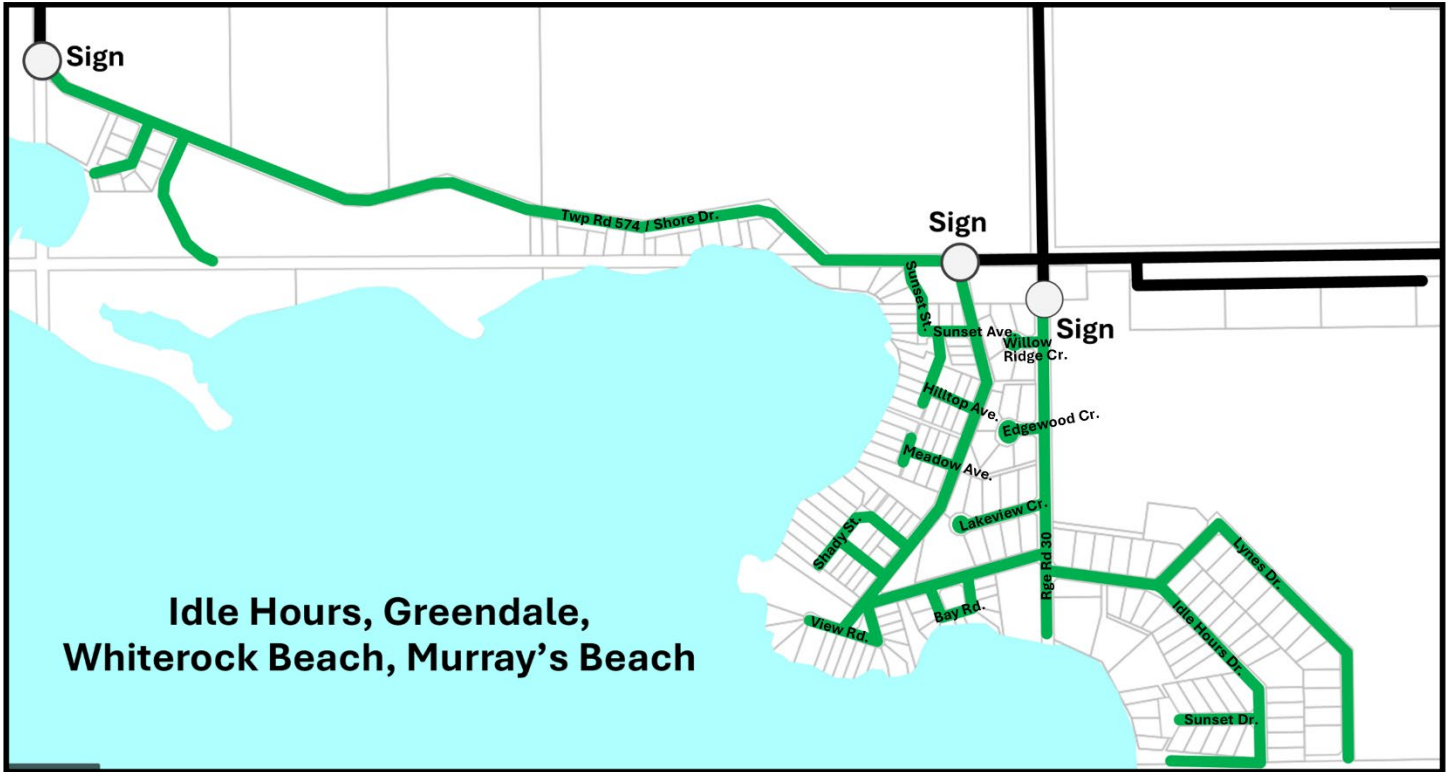
GOLF CART PILOT PROJECT BYLAW 3-2025

DESIGNATED HIGHWAYS

Thunder Lake Subdivision (green roads only)



Lac La Nonne Area (green roads only)



SCHEDULE "B"

GOLF CART PILOT PROJECT BYLAW 3-2025

SIGNAGE STANDARDS



SCHEDULE "C"
GOLF CART PILOT PROJECT BYLAW 3-2025
GOLF CART PERMIT APPLICATION

SURNAME:		FIRST NAME:	
MVID/DL #:		DOB:	
SEX: M F X	MAKE:	MODEL:	
SERIAL NUMBER:			
YEAR		# SEATS:	
FREQUENCY OF USE: <small>(pick one)</small>			
<input type="checkbox"/> 1 time per week <input type="checkbox"/> 2-3 times per week <input type="checkbox"/> 4+ times per week			

I AGREE TO:

- Ensure this golf cart is not driven on a highway unless said highway is designated under this bylaw.
- Ensure this golf cart is only operated by someone who is in possession of a valid operator's license.
- Ensure this golf cart is not operated on any Municipal Reserve, unless permitted by signage.
- Ensure this golf cart is operated with due care and attention.
- Ensure this golf cart is not operated with more seated passengers than the design of the golf cart can safely handle, or with more seated passengers than declared on the Golf Cart Permit.
- Ensure this golf cart is not operated with a person being towed on any type of equipment attached to the golf cart.
- Ensure collisions resulting in property damage of **any amount**, or an injury, or a fatality are immediately reported to the County of Barrhead.
- Ensure this golf cart is only driven when a valid permit is issued in relation to the golf cart, and said permit is in the possession of the driver.

I CERTIFY:

- This golf cart has, and while registered will continue to have, the features required by the Golf Cart Pilot Project Regulation.
- This golf cart is covered under liability insurance in an amount equal to or greater than \$2,000,000.

SCHEDULE "C"
GOLF CART PILOT PROJECT BYLAW 3-2025
GOLF CART PERMIT APPLICATION

I UNDERSTAND:

- _____ This permit expires at the end of the calendar year in which it was issued, and I am required to request a renewal in order to continue operating this golf cart.

- _____ All terms and conditions relating to the operation of Golf Carts as required by the Act and its regulations, the Golf Cart Pilot Project Regulation, and this bylaw.

- _____ That all information collected in connection with this registration may be shared with the registrar in accordance with the County's reporting responsibilities as required by the Golf Cart Pilot Project Regulation.

Name

Signature

Date

This permit can be submitted in person at the County office, or via email to cpo@countybarrhead.ab.ca.

Payment can be made in person via cash, cheque, or debit, or e-transfer to payments@countybarrhead.ab.ca.

FREEDOM OF INFORMATION & PROTECTION OF PRIVACY

This information is being collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. It will be used to process a Golf Cart Permit in the County of Barrhead. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use, and disclosure of personal information, please contact the FOIP coordinator at 780-674-3331.

SCHEDULE "D"
GOLF CART PILOT PROJECT BYLAW 3-2025
GOLF CART PERMIT



5306 – 49 Street, BARRHEAD, ALBERTA T7N 1N5
Phone: 780-674-2619; Fax: 780-674-9653
Email: info@countybarrhead.ab.ca
www.countybarrhead.ab.ca

GOLF CART PERMIT

OWNER INFORMATION	
Name:	
MVID/DL#:	
Date of Birth:	Sex: M F X
Mailing Address:	
Phone Number:	Email Address:
GOLF CART INFORMATION	
Make:	Model:
Year:	Number of Seats:
Receipt Number:	Permit Issued:

NOTE: Permit expires end of calendar year in which it was issued.

FREEDOM OF INFORMATION & PROTECTION OF PRIVACY

This information is being collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. It will be used to process a Golf Cart Permit in the County of Barrhead. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use, and disclosure of personal information, please contact the FOIP coordinator at 780-674-3331.

SCHEDULE "E"

GOLF CART PILOT PROJECT BYLAW 3-2025

SPECIFIED PENALTIES

Part 3 – Operation of Golf Carts

Section	Offence	1st Offence	2nd Offence	3rd Offence
3.1	Operate golf cart contrary to Act or Regulation	\$150	\$300	COURT
3.2	Operate golf cart on a Municipal Reserve	\$150	\$300	COURT
3.3	Operate golf cart when not in possession of a valid operator's license.	\$150	\$300	COURT
3.4(a)	Operate golf cart without due care and attention	\$300	\$600	COURT
3.4(b)	Operate golf cart with more seated passengers than the design of the golf cart/more passengers than listed on Golf Cart Permit	\$150	\$300	COURT
3.4(c)	Operate golf cart with a person being towed on any type of equipment attached to the golf cart	\$150	\$300	COURT
3.5(a)	Fail to pass on the right	\$150	\$300	COURT
3.5(b)	Fail to yield right of way to vehicle approaching from the right	\$150	\$300	COURT
3.5(c)	Fail to pass on the left	\$150	\$300	COURT
3.5(d)	Fail to yield right of way to all pedestrians	\$150	\$300	COURT
3.5(e)	Fail to maintain safe following distance	\$150	\$300	COURT
3.6(a)	Fail to produce valid operator's license upon request	\$150	\$300	COURT
3.6(b)	Fail to produce subsisting golf cart permit upon request	\$150	\$300	COURT

Part 4 – Routes, Parking and Signage

Section	Offence	1st Offence	2nd Offence	3rd Offence
4.1	Operate golf cart on a highway when not designated by Bylaw	\$150	\$300	COURT
4.2	Park where prohibited by signage	\$150	\$300	COURT

Part 5 – Reporting and Permits

Section	Offence	1st Offence	2nd Offence	3rd Offence
5.2	Fail to report a collision resulting in property damage/injury/fatality	\$500	\$1,000	COURT



TO: COUNCIL

RE: COMMUNITY STANDARDS BYLAW 2-2025

ISSUE:

Creation of a Community Standards Bylaw that addresses emerging issues, consolidates and modernizes current bylaws, and provides an enforcement mechanism while ensuring alignment with provincial legislation requires approval by Council.

BACKGROUND:

- MGA s. 7 - authorizes a Council to establish and adopt Bylaws for municipal purposes.
- MGA s. 8 - permits Council to regulate or prohibit particular activities.
- December 5, 2024 – Committee of the Whole reviewed and discussed components of a Community Standards Bylaw and recommended that a DRAFT Bylaw be taken to Council for consideration.
- Resolution of Council (2017-325) – direction was received from Council to draft a Community Standards Bylaw that would address emerging issues, consolidate and modernize current bylaws and include a mechanism for enforcement when required.
- April 1, 2025 – Council reviewed and discussed DRAFT Community Standards Bylaw, providing 1st reading and requested that Administration bring the bylaw back to Council for further consideration to allow for public feedback and review.
 - Council made one amendment during 1st reading to adjust the Quiet Hours from 11:00 pm – 8:00 am to 11:00 pm – 7:00 am.
- No public feedback received by Administration since April 1, 2025, Council meeting, however, 1 individual did request to be a delegate at the May 6, 2025, Council meeting to share comments

ANALYSIS:

- Proposed bylaw has been under development for some time with the review of existing bylaws and consideration of general input, comments, and complaints from public, administration and Council.
- In accordance with the MGA, a formal public hearing is not required for Council to consider a Community Standards Bylaw and therefore all 3 readings can be given in one sitting with Council consent. However, Council wanted to allow time for further general input and comments before moving to 3rd reading.
 - Amendments can be made to the bylaw at any time prior to approval of 3rd reading.
- Upon adoption of Bylaw 2-2025 - Community Standards Bylaw, the following bylaws will be repealed
 - Bylaw 47-85 Noise & Pollution Bylaw
 - Bylaw 7-99 Unsightly Premises Bylaw
 - Bylaw 2-2013 Unsightly Premises Amending Bylaw 7-99

- The following table outlines the various sections included in the Draft Community Standards Bylaw:

Topic	Proposed	Potential Impact/Reason
Section 1 & 2: Title & Purpose	Community Standards Bylaw Promote good neighbour relationships and addresses concerns	<ul style="list-style-type: none"> Consolidates a variety of topics into 1 bylaw for easy access of information
Section 3: Definitions	26 definitions	<ul style="list-style-type: none"> Allows for appropriate interpretation by Peace Officers, public, and Courts Ensures offences are defined by appropriate wording
Section 4: Unsightly Properties/Property Nuisances	Creates offences for an unsightly property and an unsafe property. Unsightly property is defined within the Bylaw. Unsafe property is defined within MGA.	<ul style="list-style-type: none"> Largely mirrors current dated bylaw on unsightly properties but clarifies language and ensures definitions are broad enough to capture typical offences.
Section 5: Trees & Vegetation	Provides offences for trees/shrubs impacting utility work or traffic safety.	<ul style="list-style-type: none"> Provides avenue of enforcement of traffic safety concerns created by trees.
Section 6: Property Inspections	Provides inspection authority within the Bylaw.	<ul style="list-style-type: none"> Mirrors wording located in provincial legislation. Ensures clarity for public on authorities without needing to locate within lengthy MGA.
Section 7: Vehicles	Regulates the parking of School Buses by property size	<ul style="list-style-type: none"> Addresses issues of congestion on small properties when space is limited and likelihood of disturbance to neighbours is higher.
Section 8: Noise	Provides offences for: <ul style="list-style-type: none"> Creating unreasonable noise anytime Permitting unreasonable noise anytime Operating certain equipment during Quiet Hours (11pm-8am) Includes factors which will be taken into consideration when determining unreasonable noise. Also provides exemptions.	<ul style="list-style-type: none"> Incorporates similar rules to current noise bylaw with enhanced clarity on circumstances and considerations for enforcement. Standardizes Quiet Hours throughout the week – current noise bylaw segregated weekdays and weekends/holidays.

Section 9: Nuisance	Provides offences for: <ul style="list-style-type: none"> • Fighting etc. in a Public Place, • Urinating/defecating etc. in Public Place/Others Private Property • Pumping/directing water on to property other than their own 	<ul style="list-style-type: none"> • Provides avenue for enforcement of issues which may occur.
Section 10: Cannabis	Provides offences which mirror current Provincial legislation with respect to consumption of Cannabis.	<ul style="list-style-type: none"> • Ensures standardization of offence wording and allows for bylaw tags to be issued in relation to these offences.
Section 11: Litter	Provides an offence for placing litter/garbage/refuse on property of another person/property owned by the County/a highway	<ul style="list-style-type: none"> • Provides avenue for enforcement of this issue without utilizing provincial legislation which requires a more lengthy and costly process.
Section 12: Snow Removal	Requires removal of snow from sidewalks within 48 hours of deposit Prohibits placement of snow/ice on to a Highway/pushing across a Highway	<ul style="list-style-type: none"> • Provides avenue for enforcement of these issues.
Section 13: Enforcement & Obstruction	Mirrors wording located in other Bylaws for enforcement. Provides process for issuing an MGA Order to Remedy, including appeal process and service. Provides an offence for failing to comply with an Order.	<ul style="list-style-type: none"> • Ensure clarity on process for the public, the Courts, and Peace Officers. • Allows for escalating enforcement due to noncompliance.
Section 14: Exercise of Discretion	Provides the County/Peace Officers discretion in enforcement.	<ul style="list-style-type: none"> • Preserves the right of the County and Peace Officers to exercise discretion and limits liability in that area.
Section 15: Force & Effect	Repeal Bylaws: <ul style="list-style-type: none"> • #47-85 Noise and Pollution Bylaw • 7-99 Unsightly Premises Bylaw • 2-2013 Unsightly Premises Amending Bylaw 7-99 	<ul style="list-style-type: none"> • Multiple dated Bylaws relating to content included in this inclusive Bylaw.

STRATEGIC ALIGNMENT:

Adoption of the proposed Community Standards Bylaw 2-2025 aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 3 Rural Lifestyle

Outcome *3 County maintains its rural character and is recognized as a desirable location to invest, work, live and play.*

Goal 3.3 Rural character and community safety is preserved by providing protective & enforcement services.

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal 4.1 County improves risk management.

Goal 4.2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council gives 2nd and 3rd reading to Bylaw 2-2025 Community Standards Bylaw.



COUNTY OF BARRHEAD NO. 11
Province of Alberta
BYLAW NO. 2-2025
COMMUNITY STANDARDS BYLAW

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A BYLAW OF THE COUNTY OF BARRHEAD NO. 11, in the Province of Alberta, to regulate Community Standards for Safety, Health, Welfare, Nuisances and Livability.

WHEREAS the *Municipal Government Act*, RSA 2000, c. M-26, as amended, provides that a Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; respecting people, activities and things in, on or near a public place or place that is open to the public; and respecting nuisances, including unsightly property;

AND WHEREAS under the provisions of the *Provincial Offences Procedure Act, Chapter P-34, RSA 2000* and under the provision of the *Municipal Government Act*, the Council of a municipality may by bylaw provide for the payment of violation tickets or summons out of court;

NOW THEREFORE, be it resolved that the Council of the County of Barrhead No. 11, in the Province of Alberta, duly assembled, enacts as follows:

1.0 TITLE

1.1 This Bylaw may be referred to as the “Community Standards Bylaw”.

2.0 PURPOSE

2.1 The purpose of this Bylaw is to promote good neighbour relationships and addresses community concerns through the regulation of noise, unsightly properties, weeds and grass, and nuisances.

3.0 DEFINITIONS

In this Bylaw:

3.1 “**Building**” means anything constructed or placed on, in, over or under land, but does not include a highway or road or bridge that forms part of a highway or road;

3.2 “**Cannabis**” means any product composed in whole or part of cannabis as defined by the *Cannabis Act* (Canada).

3.3 “**Cannabis Act**” means the *Cannabis Act*, SC 2018, c. 16, and amendments thereto;

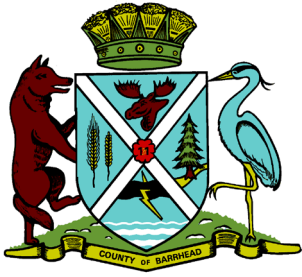
3.4 “**Chief Administrative Officer**” or “**CAO**” means the person appointed to the position by Council in accordance with the *MGA*, or a person to whom the CAO has delegated the responsibilities, power or function of the CAO;

3.5 “**Council**” means the Councillors duly elected in the County of Barrhead No. 11 and who continue to hold office;

3.6 “**County**” means the geographic area contained within the boundaries of the municipality of the County of Barrhead No. 11;

3.7 “**Disturbance**” means the interruption of the peace, quiet of a Person, neighbourhood or community;

3.8 “**Emergency**” means a serious, unexpected, and often dangerous situation requiring immediate intervention by the fire department, emergency



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medical services, or law enforcement.

- 3.9** “**Highway**” means highway as defined in the *Traffic Safety Act* RSA 2000;
- 3.10** “**Junked Vehicle**” means a vehicle that has remained on a property for fourteen (14) consecutive days, and:
- i. Is in a wrecked, partly wrecked, dismantled, partly dismantled, inoperative, unregistered or abandoned condition; or
 - ii. Is determined to not be roadworthy and is not located in a Building or Property, such that it is concealed from view.
- 3.11** “**Municipal Government Act**” or “**MGA**” means the *Municipal Government Act* RSA, 2000, c.M-26 and amendments thereto;
- 3.12** “**Litter**” means Refuse, garbage or waste located on any private or Public Land within the County, which is not contained in a garbage receptacle authorized by County bylaw, or the throwing, placing, leaving, or depositing of Litter, as the context may require.
- 3.13** “**Occupant**” means the Person residing on the Property and shall include the Owner or Person(s) renting or occupying the Property;
- 3.14** “**Owner**” means:
- a) the Person as registered on the title at the Land Title Offices; or
 - b) a Person who is recorded as the Owner of the Property on the County’s assessment roll;
- 3.15** “**Peace Officer**” means a member of the Royal Canadian Mounted Police; a Peace Officer appointed under the *Alberta Peace Officer Act*; or a Bylaw Enforcement Officer;
- 3.16** “**Property**” means a Parcel of Land, a Building or possessions of the Owner or Occupant located thereon;
- 3.17** “**Public Place**” means any place including privately and publicly owned or leased Property, to which the public reasonably has or is permitted to have access, whether on payment or otherwise, within the County;
- 3.18** “**Quiet Hours**” shall mean between the hours of 11:00 p.m. and 7:00 a.m.;
- 3.19** “**Refuse**” means junked or disposed of articles including but not limited to bottles, cans, solid wastes, woods, metals, tires, broken dishes, tins, glass, rags, cast-off clothing, wastepaper, cardboard, food containers, grass cuttings, shrubbery, weeds and garden waste, residential furnishings, household appliances, animal feces, garbage bags and all other discarded materials.
- 3.20** “**Sidewalk**” means that portion of a Highway between the curb lines, or the lateral lines of a roadway and the adjacent Property lines, intended for the use of pedestrians.
- 3.21** “**Smoke**” or “**Smoking**” means to inhale, exhale, burn, or have control over a lighted cigarette, cigar, pipe, hookah pipe, or other lighted or heated



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device or apparatus designed to burn or heat tobacco, cannabis, shisha or any other weed or substance for the purpose of inhaling or tasting its emissions, as well as the emissions themselves.

3.22 **“Unsafe Property”** means a Property which, in the opinion of a Peace Officer, is (a) dangerous to public safety or (b) dangerous to property, within the meaning of Section 546 of the *MGA*.

3.23 **“Unsightly Property”** shall mean:

- a) a Property that because of its condition or the accumulation of Refuse, Yard Material, or Junked Vehicles is detrimental to the use and enjoyment of the surrounding area or neighboring properties;
- b) in respect of a Building, includes a Building whose exterior shows signs of significant physical deterioration, serious disregard for general maintenance, upkeep or repair, or which constitutes a Nuisance;
- c) in respect of equipment any equipment or machinery which has been rendered inoperative by reason of its disassembly, age or mechanical condition and includes any household appliances; and
- d) in respect of land, includes land that shows signs of a serious disregard for general maintenance or upkeep, or which constitutes a Nuisance, or which contains grass which has a height exceeding fifteen (15) centimeters.

3.24 **“Vape” or “Vaping”** means the use of an electronic smoking or vaping device.

3.25 **“Vehicle”** means a Motor Vehicle as defined in the *Traffic Safety Act* RSA 2000;

3.26 **“Yard Material”** means waste material or an organic nature formed as a result of gardening, horticultural pursuits, or agricultural activities and includes grass, tree and hedge cuttings, waste sod and decomposing plants, leaves and weeds.

4.0 UNSIGHTLY PROPERTIES & PROPERTY NUISANCES

4.1 No Owner or Occupant of any Property shall allow the Property which they own or occupy to be or to become an Unsightly Property.

4.2 No Owner or Occupant of any Property shall allow the Property which they own or occupy to be or become an Unsafe Property.

4.3 In determining whether a Property is an Unsightly Property or Unsafe Property, a Peace Officer shall take into account a number of factors including but not limited to the land use, zoning, a development permit, location, density of population, surrounding properties, visibility from the roadway, and the exercise of discretion.

5.0 TREES & VEGETATION

5.1 No occupant or owner of any property or premises shall:



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- a) Suffer or permit trees growing on private property to interfere or endanger the lines, poles, conduits, pipes, sewers, or other works of the County or any private utility company;
 - b) Allow trees, shrubs, or other vegetation to obstruct any sidewalk adjacent to the Property, or impair the visibility required for safe traffic flow.

6.0 PROPERTY INSPECTIONS

- 6.1** CAO, a Peace Officer, and other duly appointed County of Barrhead officials are charged with the responsibility and authority to enforce and carry out the provisions of this Bylaw.

Any person so authorized and/or contracted by the CAO or the Council to carry out any inspection and remedial work on a premises or property pursuant to the provisions of this Bylaw shall have the right to enter upon such property, other than a dwelling house, to carry out such inspection or work.

- 6.2** A Peace Officer, when investigating an alleged contravention of this Bylaw, is hereby authorized to enter upon any lands, buildings or premises, other than a dwelling house, to inspect for conditions that may constitute a nuisance, or otherwise contravene the provisions of this Bylaw.

A Peace Officer may thereafter issue a verbal or written order to the owner or occupant thereof to remedy any condition(s) of the subject premises or property that have been found to be in contravention of this Bylaw in accordance with Section 542 of the *Municipal Government Act*.

- 6.3** No person shall prohibit or interfere with a Peace Officer conducting an inspection authorized under this Bylaw.

7.0 VEHICLES

- 7.1** The Land Use Bylaw will be utilized to determine how many recreational vehicles may be stored on a property within the County.

- 7.2** Parking or storing of school buses is allowed provided the Person, Owner or Occupant of a Property has an active contract with a school division to transport students:

- a) On a property less than 0.81 ha (2.0 acres) one (1) school bus; and
- b) On a property more than 0.81 ha (2.0 acres) or more, two (2) school buses.

unless they have Development Permit approval.

8.0 NOISE

- 8.1** No Person shall make, continue, cause or allow to be made or continued any unreasonably loud, raucous or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of any other Person.

- 8.2** No Person shall permit, suffer or allow Property, real or personal which



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they own, occupy or control, to be used in a manner such that there emanates any unreasonably loud, raucous or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of any other Person.

8.3 Factors for determining whether a sound is unreasonably loud, raucous or unusual include, but are not limited to, the following:

- a) proximity of the sound to sleeping facilities, whether residential or commercial;
- b) time of day or night the sound occurs;
- c) duration and volume of the sound; and
- d) whether the sound is recurrent, intermittent or constant.

8.4 No Person shall operate construction equipment, generators, power tools, a power lawn mower, or any powered snow clearing device during Quiet Hours unless authorized by a development permit issued by the County.

8.5 This Part shall not apply to:

- a) any Person who carries on an agricultural operation pursuant to the *Agricultural Operation Practices Act*;
- b) any Person operating under the authority of a development permit, Special Event Permit, Firework Permit, or other permission granted by the County;
- c) any Person performing work of an emergency nature for the preservation or protection of life, health, or Property;
- d) any act of emergency maintenance or repairs being carried out by employees or contractors of the County;
- e) any act of emergency maintenance or repair being carried out by employees or contractors of any private utility;
- f) operation of emergency equipment or any emergency vehicle;
- g) a Peace Officer engaged in performing their duty; or
- h) any activity within the sole jurisdiction of the Government of Canada or the Province of Alberta.

9.0 NUISANCE

9.1 No person shall cause a Disturbance by fighting, screaming, shouting, swearing, molesting, or using insulting language at or near a Public Place.

9.2 No Person shall urinate, defecate or deposit any human waste on the private property of another Person, in any Public Place or in any place to which the public is allowed access.

9.3 No Person shall pump water, or otherwise direct or cause any water to flow onto any Property that is not their own. For better clarity this section applies to devices such as sump pumps and eavestroughs, however shall not apply to other Property drainage such as melting snow that has been legally piled, normally flowing rainwater, or any natural flooding events.



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10.0 CANNABIS

10.1 No person shall Smoke, Vape or consume Cannabis within the boundaries of the County, except for:

- a) Private Property where such use has been authorized by the Owner and is permitted under provincial legislation or the *Cannabis Act*; or
- b) An area or building permitted under the County Land Use Bylaw.
- c) Those entitled to possess Cannabis pursuant to a medical document issued pursuant to the *Access to Cannabis for Medical Purposes Regulation*.

10.2 A person who is entitled to possess Cannabis pursuant to a medical document shall forthwith produce, at the request of a Peace Officer, a copy of the Person's medical document.

10.3 A Person who is entitled to possess Cannabis pursuant to a medical document shall only Smoke or Vape Cannabis in areas not prohibited under the *Alberta Tobacco, Smoking and Vaping Reduction Act* and the *Alberta Gaming, Liquor and Cannabis Act*.

10.4 No person shall use Cannabis in such a manner to harass, annoy, molest, impede or otherwise interfere with any other Person.

11.0 LITTER

11.1 No person shall place, cause or permit to be placed any Litter, garbage, Refuse or other waste material upon Property owned by another Person, owned by the County, or on a Highway.

12.0 SNOW REMOVAL

12.1 An Owner shall ensure the removal from any public Sidewalk located adjacent to the Property, including private driveway crossings, all snow and ice deposited, within forty-eight (48) hours of deposit.

12.2 Snow and ice will be considered removed when the Sidewalk is cleaned for the entire width of the Sidewalk and to the surface of the Sidewalk as completely and as reasonably possible.

12.3 No Person shall place snow or ice onto the Highway or otherwise push snow or ice across the Highway.

13.0 ENFORCEMENT & OBSTRUCTION

13.1 A Person who contravenes any provision of this Bylaw is guilty of an offence and is liable upon summary conviction;

- a) to a specified penalty as set out in Schedule A attached hereto and forming part of the Bylaw;
- b) where no penalty is specified, a penalty to be imposed is at the discretion of the Court having jurisdiction.



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COMMUNITY STANDARDS BYLAW

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-
- 13.2** An offence will be classified as a 2nd, 3rd or subsequent offence if the same offender has been charged with the same offence in the preceding 12-month period.
- 13.3** A violation ticket as distributed by the Province of Alberta and set out in the *Provincial Offences Procedures Act* and Regulation may be issued by a Peace Officer for any contravention of this Bylaw.
- 13.4** No Person shall willfully obstruct, impede, or hinder a Peace Officer while the Peace Officer is engaged in the execution their duty.
- 13.5** A Peace Officer in determining that a Property has contravened this Bylaw, or any other Bylaw of the County, may serve a notice or an Order to Remedy, pursuant to Section 545 or Section 546 of the *Municipal Government Act* by:
- a) sending it by mail to the Owner of the Property, with the Notice or Order deemed to have been served in 7 business days from the date of mailing if the document is mailed in Alberta to an address in Alberta
 - b) posting it to the door of a building or in any other conspicuous place on the Property, with the Notice or Order deemed to have been received on the day of the posting
 - c) delivering it in person to any Owner, Occupant or agent, who appears to be 18 years of age or older, with the Notice or Order deemed to have been received upon receipt
- 13.6** Every Person who fails to comply with an Order within the time set out in the Order commits an offence.
- 13.7** A Peace Officer may extend the time or vary the directions or required actions in an Order.
- 13.8** A Person to whom an Order has been issued may by written notice to the CAO, request a review by Council pursuant to Section 547 of the *Municipal Government Act*.
- a) A request for review made under this section must be made within fourteen (14) days for an Order issued pursuant to Section 545 of the *Municipal Government Act*.
 - b) A request for review made under this section must be made within seven (7) days for an Order issued pursuant to Section 546 of the *Municipal Government Act*.
- 13.9** A Peace Officer may issue an Order to Remedy under Section 545 of the *Municipal Government Act* for any municipal bylaw contravention found in another Bylaw. This includes, but is not limited to, the Animal Control Bylaw. An Order issued in relation to another municipal bylaw contravention will follow the same process and penalties as listed in this Community Standards Bylaw.



COUNTY OF BARRHEAD NO. 11
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COMMUNITY STANDARDS BYLAW
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14.0 EXERCISE OF DISCRETION

14.1 County has the discretion to enforce this Bylaw and is not liable of any outcomes should the County or a Peace Officer not decide to enforce this Bylaw if acting in good faith.

15.0 FORCE & EFFECT

15.1 Invalidity of any section, clause, sentence, or provision of this bylaw shall not affect the validity of any other part of this bylaw, which can be given effect with such invalid part or parts.

15.2 Bylaw 2-2025 shall come into full force and take effect upon third and final reading.

15.3 Bylaw 47-85 Noise and Pollution Bylaw is hereby repealed.

15.4 Bylaw 7-99 Unsightly Premises Bylaw is hereby repealed.

15.5 Bylaw 2-2013 Unsightly Premises Amending Bylaw 7-99 is hereby repealed.

FIRST READING GIVEN THE 1ST DAY OF APRIL, 2025.

SECOND READING GIVEN THE ____ DAY OF _____, 2025.

THIRD READING GIVEN THE ____ DAY OF _____, 2025.

Reeve

County Manager

SCHEDULE "A"

COMMUNITY STANDARDS BYLAW 2-2025

SPECIFIED PENALTIES

Part 4 – Unsightly Properties & Property Nuisances

Section	Offence	1st Offence	2nd Offence	3rd Offence
4.1	Owner allows Unsightly Property	\$250	\$500	COURT
4.2	Owner allows Unsafe Property	\$500	\$1,000	COURT

Part 5 – Trees & Vegetation

Section	Offence	1st Offence	2nd Offence	3rd Offence
5.1(a)	Permit trees to interfere with lines/poles/conduits/pipes/sewers/other works	\$150	\$300	COURT
5.1(b)	Allow trees/shrubs/vegetation to interfere with work/utility/obstruct sidewalk/impair visibility	\$150	\$300	COURT

Part 6 – Property Inspections

Section	Offence	1st Offence	2nd Offence	3rd Offence
6.3	Prohibit/Interfere with Peace Officer conducting an inspection	\$300	\$600	COURT

Part 7 – Vehicles

Section	Offence	1st Offence	2nd Offence	3rd Offence
7.2(a)	Person/Owner park more than 1 school bus, property less than 2.0 acres	\$150	\$300	COURT
7.2(b)	Person/Owner park more than 2 school buses, property more than 2.0 acres	\$150	\$300	COURT

Part 8 – Noise

Section	Offence	1st Offence	2nd Offence	3rd Offence
8.1	Person make/continue/cause/allow any noise	\$150	\$300	COURT
8.2	Person permit/allow Noise to be made on Property	\$150	\$300	COURT
8.4	Person operate construction equipment/power tools/power lawn mower, powered snow clearing device in a residential area during quiet hours	\$150	\$300	COURT

Part 9 – Nuisance

Section	Offence	1st Offence	2nd Offence	3rd Offence
9.1	Person cause a Disturbance by fighting/screaming/shouting/swearing/molesting/u sing insulting language in a Public Place	\$150	\$300	COURT

9.2	Person urinate/defecate/deposit human waste on private property of another Person/in a Public Place	\$150	\$300	COURT
9.3	Person pump/direct/cause water to flow onto other Property	\$150	\$300	COURT

Part 10 – Cannabis

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
10.1	Person smokes/vapes/consumes Cannabis	\$150	\$300	COURT
10.2	Person fails to forthwith produce medical document for Cannabis when requested by P.O.	\$150	\$300	COURT
10.3	Person entitled to possess Cannabis, smokes/vapes Cannabis in prohibited area	\$150	\$300	COURT
10.4	Person uses Cannabis to harass/annoy/molest/imped/interfere with another Person	\$150	\$300	COURT

Part 11 – Litter

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
11.1	Person place/cause/permit to be placed Litter/garbage/Refuse on Property of another Person/on a Highway	\$150	\$300	COURT

Part 12 – Snow Removal

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
12.1	Owner fail to remove snow/ice within 48 hours of deposit	\$150	\$300	COURT
12.3	Person deposit snow/ice on Highway/public property/private property not their own	\$150	\$300	COURT

Part 13 – Enforcement & Obstruction

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
13.4	Person willfully obstruct/impede/hinder a Peace Officer	\$300	\$600	COURT
13.6	Person fails to comply with an Order	\$1,000	\$2,000	COURT



TO: COUNCIL

RE: 2025 BRIDGE REPLACEMENT – SW 25-59-7-W5 - BF 74538 LAND ACQUISITION

ISSUE:

Administration requires Council to authorize signing of agreements for Acquisition of Land for Right-of-Way (ROW) for bridge replacement project – BF 74538.

BACKGROUND:

- BF 74538 was constructed in 1960 and is located on Township Road 594 east of Range Road 71.
- BF 74538 was given a low rating advisory in 2007, 2013 and 2022 due to poor conditions.
- Bridge size culvert at BF 74538 is scheduled for replacement in 2025 as part of the approved 10-year Capital Plan.
- County was successful in obtaining STIP funding for this project which will provide 75% of the funds required for replacement.
- Project is currently budgeted at \$400,000, however the tender has not been released yet.
- Engineering work has indicated that extra right of way is required on both sides of the road to accommodate the replacement culvert.
- In order to accommodate the new culvert, 0.16 ac is required on the SW 25-59-7-W5 and 0.17 ac is required on NW 24-59-7-W5 to ensure the following:
 - new culvert is located completely on the ROW instead of private land.
 - ease of access for repairs.
 - remove liability issues of having public infrastructure on private land.

ANALYSIS:

- Public Works has acquired the following landowner signatures on an Agreement for Acquisition of Land for ROW for this BF 74538 bridge replacement.
 1. Jozeph Ignatius Bouma and Frieda Bouma-Kingma SW 25-59-7-W5
 2. Ronny Earl George Watson and Sherry Dale Watson NW 24-59-7-W5
- Council approved rates are \$2,000 per acre for Acquisition of Land for ROW
- Cost of the agreements to complete bridge replacement project BF 74538 will be a lump sum amount of \$1,000 to each landowner which is accounted for in the 2025 Budget under Project #C24-74538.

STRATEGIC ALIGNMENT:

Approval of land purchase agreements to complete the 2025 Bridge Replacement project achieves the following outcome and alignment with the County 2022 – 2026 Strategic Plan:

Pillar **2 Municipal Infrastructure & Services**

Outcome 2 County has the necessary tools & information to deliver programs and services efficiently.

Goal 2.1 Infrastructure & services balance County capacity with ratepayer needs.

ADMINISTRATION RECOMMENDS THAT:

Council directs the Reeve and County Manager to sign the agreements for Acquisition of Land for ROW for the 2025 Bridge Replacement Project BF 74538 as presented, in order to purchase land from each landowner for the total cost to the project of \$2,000.



REQUEST FOR DECISION

MAY 6, 2025



TO: COUNCIL

RE: 2025 CRACK SEALING PROGRAM

ISSUE:

Administration requires Council to award the 2025 crack sealing work as per the Request for Quotation that closed on April 23, 2025.

BACKGROUND:

- County carries out crack sealing on all of its paved roadways each year, with work to be completed prior to July 1st.
- Crack sealing is a cost-effective method to preserve the integrity of the road base beneath paved roadways, which in turn helps to preserve a smooth travelling surface. Ultimately, it maximizes the lifespan of a paved roadway.
- To carry out this work in 2025, County budgeted \$110,500 for roadways and \$4,000 for the airport.
 - In 2024, crack sealing was carried out by Alberta Parking Lot Services (APLS) at a cost of \$100,510 for paved roadways and \$1,610 for the airport utilizing a cold pour product.
 - Marshall Lines has carried out crack sealing for the County from 2020-2024 utilizing a hot pour crack sealant product.
- For highway crack sealing, either a hot pour or cold pour product can be used. Hot pour typically creates a better seal and longer lasting product as the product is heated before it is laid down. Cold pour is typically more affordable as no heating is required in the process; however, the end product is of a lower quality.
- Crack sealing results from 2024 with a cold pour product were poorer than previous years and the contractor had to redo several roadways due to inadequate performance.

ANALYSIS:

- Crack sealing request for quotations was posted on Alberta Purchasing Connection for 3 weeks and closed April 23, 2025. There were 5 quotations received.
- Quotation results are as follows:

Quoter	Roadway Cost	Airport Cost	Total Cost	Product
Crosslane	\$ 82,593.00	\$ 1,323.00	\$ 83,916.00	McAsphalt EC-101 cold pour
Marshall Lines 2014	\$ 100,510.00	\$ 6,500.00	\$ 107,010.00	Macseal 6690 hot pour
Alberta Parking Lot Services	\$ 150,765.00	\$ 2,415.00	\$ 153,180.00	McAsphalt EC-101 cold pour
Federal Sealing Services Ltd.	\$ 165,623.00	\$ 2,653.00	\$ 168,276.00	Macseal 6690 hot pour
ACP Applied Products	\$ 268,430.00	\$9,800.00	\$ 278,230.00	Macseal 6690 hot pour

- Lowest quotation was received from Crosslane Asphalt Maintenance, which is based in La Crete, Alberta. The County does not have any experience with Crosslane and they are proposing to utilize a cold pour product.
- Lowest hot pour product quotation was received from Marshall Lines. They have previously been awarded the County’s crack sealing program 4 times and have provided a quality product on schedule.
 - Marshall Lines quotation falls below the budgeted amount for roadways, however their quotation for the airport is above budget by \$2,500. A line painting RFQ was posted at the same time and the lowest quotation received for line painting at the airport is \$3,500 below budget, which could provide the funds necessary to cover the difference in crack sealing costs.

STRATEGIC ALIGNMENT:

Road maintenance is a priority service provided to County residents. Ensuring timely, cost-effective delivery of programs by awarding contracts aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR **2 Municipal Infrastructure & Services**

Outcome *2 County has the necessary tools & information to deliver programs and services efficiently.*

Goal 2.1 Infrastructure & services balance County capacity with ratepayer needs.

PILLAR	4 Governance & Leadership	
Outcome	<i>4 Council is transparent & accountable.</i>	
Goal	4.2 County demonstrates open & accountable government.	

ADMINISTRATION RECOMMENDS THAT:

Council directs Administration to enter into a contract with Marshall Lines 2014 to carry out the 2025 Crack Sealing Program on County roadways and the airport for a total cost of \$107,010.



TO: COUNCIL
RE: 2025 LINE PAINTING PROGRAM

ISSUE:

Administration requires Council to award the 2025 Line Painting work as per the Request for Quotation that closed on April 23, 2025.

BACKGROUND:

- County completes line painting on our local highways every 3 years and was last completed in 2022.
- Lines on the highway get worn through regular road use, especially in the winter with sanding, salting and plowing, which makes the lines less visible.
- Public Works posted the work as a Request for Quotation (RFQ) for line painting on Alberta Purchasing Connection.
- Work must be completed by September 15, 2025.
- Work consists of repainting all 3 lines on approximately 82 km of local highways and repainting the centerline only on the 0.5 km of paved road in the hamlet of Neerlandia.
- Included in the RFQ is line painting at the airport, which includes repainting all the lettering, traffic lines, and large landing bar markings.
- 2025 Operating Budget has \$90,000 allocated to line painting under contracted services for highway line painting and \$10,500 for airport line painting.

ANALYSIS:

- A total of 3 completed tenders were submitted to the County, all submitting contractors were qualified to carry out the work.

Vendor	Roadway Cost	Airport Cost	Total Cost
Marshall Lines 2014	\$ 82,711.70	\$ 7,000.00	\$ 89,711.70
Lafrentz Road Marking	\$ 91,491.00	\$ 10,995.00	\$ 104,486.00
Alberta Parking Lot Services	\$ 129,807.50	\$ 6,000.00	\$ 137,807.50

- County of Barrhead used Lafrentz in 2022 and they provided good service.
- Marshall Lines 2014 has provided crack sealing services for the County from 2020-2024 and has provided good service.
- Lowest quotation received for line painting was \$89,711.70 by Marshall Lines 2014 which falls within the approved budget.

STRATEGIC ALIGNMENT:

Road maintenance is a priority service provided to County residents. Ensuring timely, cost-effective delivery of programs by awarding contracts aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR **2 Municipal Infrastructure & Services**

Outcome *2 County has the necessary tools & information to deliver programs and services efficiently.*

Goal 2.1 Infrastructure & services balance County capacity with ratepayer needs.

PILLAR	4 Governance & Leadership	
Outcome	<i>4 Council is transparent & accountable.</i>	
Goal	4.2 County demonstrates open & accountable government.	

ADMINISTRATION RECOMMENDS THAT:

Council directs Administration to enter into a contract with Marshall Lines 2014 to carry out the 2025 County roadway and airport line painting project for a total cost not to exceed \$ 89,711.70.



TO: COUNCIL

RE: 2025 CONSTRUCTION PROJECT #24-640

ISSUE:

Public Works requires Council to authorize signing of agreements for 2025 Road Reconstruction Project #24-640 – through 30 and west of NW 30-60-6-W5.

BACKGROUND:

Public Works has acquired the following landowner signatures on agreements for Crop Damages on Backslope Area and Landscape Borrow Area & Crop Damage on Access Road, for 2025 Road Reconstruction Project #24-640 – through 30 and west of NW 30-60-6-W5.

Crop Damage on Backslope Areas

- | | | |
|----|---|---|
| 1. | Dylan Shawn Callihoo | NE 25-60-7-W5 |
| 2. | Collin Charles Grant and Maury Alan Grant | NE 30-60-6-W5 |
| 3. | John Wichuk and Marilyn Wichuk | NW 30-60-6-W5 |
| 4. | Dale Allan Krasnow and Diane Mona Krasnow | SE 30-60-6-W5 |
| 5. | Adam Neil William Munro | SE 30-60-6-W5
Lot 1, Block 1, Plan 0120131 |

Landscape Borrow Area & Crop Damage on Access Road

- | | | |
|----|---|---------------|
| 1. | Dylan Shawn Callihoo | NE 25-60-7-W5 |
| 2. | John Wichuk and Marilyn Wichuk | NW 30-60-6-W5 |
| 3. | Dale Allan Krasnow and Diane Mona Krasnow | SE 30-60-6-W5 |

Council approved rates are as follows:

Crop Damages	\$300.00 per acre
Landscape Borrow Area	\$500.00 per acre
Fencing	Where there is a fence, the Municipality will supply posts and labour and the landowner will supply the wire

Reconstruction to take place on Township Road 604A between Range Road 65 and Range Road 70, and Range Road 70 between Township Road 604A and Township Road 605.

ANALYSIS:

- Total estimated cost of the agreements for Project #24-640 are included in the total project cost of \$240,009.
- Public Works is scheduled to begin work on this project in July 2025 weather permitting.
- Cost has been accounted for in the 2025 Capital Budget under Road Construction.

STRATEGIC ALIGNMENT:

Road reconstruction is an essential service provided to County residents. Ensuring timely, cost-effective road construction aligns with the County 2022 – 2026 Strategic Plan in the following areas:

- PILLAR 2: Municipal Infrastructure & Services

OUTCOME - County has necessary tools & information to deliver Programs and Services efficiently

- GOAL 1 – Infrastructure & services balance County capacity with ratepayer needs.

- PILLAR 4: Governance & Leadership

OUTCOME – Council is Transparent & Accountable

- GOAL 2 – County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, and Landscape Borrow Area & Crop Damage on Access Road, 2025 Road Reconstruction Project #24-640 – through 30 and west of NW 30-60-6-W5.



TO: COUNCIL

RE: 2025 CONSTRUCTION PROJECT #24-740

ISSUE:

Public Works requires Council to authorize signing of agreements for 2025 Road Reconstruction Project #24-740 – South of SE 16-62-4-W5, West of SW 15-62-4-W5, South of the north half of 15-62-4-W5.

BACKGROUND:

Public Works has acquired the following landowner signatures on agreements for Crop Damages on Backslope Area and Landscape Borrow Area & Crop Damage on Access Road, for 2025 Road Reconstruction Project #24-740 – South of SE 16-62-4-W5, West of SW 15-62-4-W5, South of the north half of 15-62-4-W5.

Crop Damage on Backslope Areas

- | | | |
|----|--|---------------|
| 1. | James A Miller & Louise Margaret Miller; and
Hugh Horner Miller & Karin Monika Miller | NE 15-62-4-W5 |
| 2. | Daniel Albert Miller & Corilee Ashley Miller | SE 15-62-4-W5 |
| 3. | Daniel Miller & Corilee Miller | SW 15-62-4-W5 |
| 4. | Tracey Mueller & David Mueller | SE 16-62-4-W5 |

Landscape Borrow Area & Crop Damage on Access Road

- | | | |
|----|--|---------------|
| 1. | James A Miller & Louise Margaret Miller; and
Hugh Horner Miller & Karin Monika Miller | NE 15-62-4-W5 |
| 2. | Daniel Miller & Corilee Miller | SW 15-62-4-W5 |
| 3. | Tracey Mueller & David Mueller | SE 16-62-4-W5 |

Council approved rates are as follows:

Crop Damages	\$300.00 per acre
Landscape Borrow Area	\$500.00 per acre
Fencing	Where there is a fence, the Municipality will supply posts and labour and the landowner will supply the wire

Reconstruction to take place on Township Road 622 and Township Road 622A between Range Road 42 and Range Road 43A.

ANALYSIS:

- Total estimated cost of the agreements for Project #24-740 are included in the total project cost of \$430,756.
- Public Works is scheduled to begin work on this project in June 2025, weather permitting.
- Cost has been accounted for in the 2025 Capital Budget under Road Construction.

STRATEGIC ALIGNMENT:

Road reconstruction is an essential service provided to County residents. Ensuring timely, cost-effective road construction aligns with the County 2022 – 2026 Strategic Plan in the following areas:

- PILLAR 2: Municipal Infrastructure & Services

OUTCOME - County has necessary tools & information to deliver Programs and Services efficiently

- GOAL 1 – Infrastructure & services balance County capacity with ratepayer needs.

- PILLAR 4: Governance & Leadership

OUTCOME – Council is Transparent & Accountable

- GOAL 2 – County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, and Landscape Borrow Area & Crop Damage on Access Road, 2025 Road Reconstruction Project #24-740 – South of SE 16-62-4-W5, West of SW 15-62-4-W5, South of the north half of 15-62-4-W5.



TO: COUNCIL

RE: 2025 CONSTRUCTION PROJECT #25-240

ISSUE:

Public Works requires Council to authorize signing of agreements for 2025 Road Reconstruction Project #25-240 – South of 24-58-4-W5.

BACKGROUND:

Public Works has acquired the following landowner signatures on agreements for Crop Damages on Backslope Area and Borrow Area & Crop Damage on Access Road, for 2025 Road Reconstruction Project #25-240 – South of 24-58-4-W5.

Crop Damage on Backslope Areas

- | | | |
|----|---|---------------|
| 1. | Bruce Charles Pusch and Shelly Lynn Pusch | NE 13-58-4-W5 |
| 2. | Corange Dairy Ltd. | NW 13-58-4-W5 |
| 3. | Dora Janice Godberson and Lily Edith Miazga | SW 24-58-4-W5 |
| 4. | Tye Bradley Regier and Julieanna Lillian Regier | NW 13-58-4-W5 |
| 5. | White Gold Genetics Ltd. | SE 24-58-4-W5 |

Borrow Area & Crop Damage on Access Road

- | | | |
|----|---|---------------|
| 1. | Bruce Charles Pusch and Shelly Lynn Pusch | NE 13-58-4-W5 |
| 2. | George Long Veterinary Services Ltd. | NE 14-58-4-W5 |

Council approved rates are as follows:

- | | |
|--------------|--|
| Crop Damages | \$300.00 per acre |
| Borrow Area | \$1,000.00 per acre |
| Fencing | Where there is a fence, the Municipality will supply posts and labour and the landowner will supply the wire |

Reconstruction takes place on Township Road 583 between Range Road 40 and Range Road 41.

ANALYSIS:

- Total estimated cost of the agreements for Project #25-240 are included in the total project cost of \$192,129.
- Public Works is scheduled to begin work on this project in May 2025 weather permitting.
- Cost has been accounted for in the 2025 Capital Budget under Road Construction.

STRATEGIC ALIGNMENT:

Road reconstruction is an essential service provided to County residents. Ensuring timely, cost-effective road construction aligns with the County 2022 – 2026 Strategic Plan in the following areas:

- PILLAR 2: Municipal Infrastructure & Services

OUTCOME - County has necessary tools & information to deliver Programs and Services efficiently

- GOAL 1 – Infrastructure & services balance County capacity with ratepayer needs.

- PILLAR 4: Governance & Leadership

OUTCOME – Council is Transparent & Accountable

- GOAL 2 – County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, and Borrow Area & Crop Damage on Access Road, 2025 Road Reconstruction Project #25-240 – South of 24-58-4-W5.



presented to Council on May 6, 2025
 (items shaded have changed since last meeting)

J1

2025 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2025-119	Direct Reeve to respond to committee concerns	CAO	Reeve sent email as directed	Complete Apr 15/25
2025-113	Awarded tender for BF 77360 to Plains Constructors for \$348,073 including site occupancy	PW/CAO	Contractor notified	Underway
2025-112	Adopted 2025 Property Tax Bylaw 4-2025	CS/EA	Posted to website	Complete Apr 16/25
2025-107-108	Approved 3-Year Financial Plan & 10-Year Capital Plan	CS/CAO	Posted to website April 22, 2025	Complete Apr 22/25
2025-106	Revised 2025 Capital Budget from \$6,408,757 to \$9,543,169	CS/CAO	Posted Operating Budget, Capital Budget, Budget Presentation and Budget Overview to website April 22, 2025	Complete Apr 22/25
2025-105	Adopt 2025 Operating Budget as presented with operating expenditures & revenue of \$21,124,510	CS/CAO		Complete Apr 22/25
2025-104	Approved agreement with PHSD for County to conduct 2025 elections on behalf of PHSD	RO	Fully executed	Complete Apr 23/25
2025-099	2025 Police Funding Model recalculation, to the EcDev Op Budget and IT Reserve and to bring back adjustments in the 2025 Draft budget - Apr 15	CS/CAO	Adjustments incorporated into 2025 DRAFT Budget for Council consideration	Complete Apr 15/25
2025-094	Agreement for bee hives on County land	EA/CAO	Fully executed; applicant notified of need for all hives to be included in agreement	Complete Apr 10/25
2025-091	Bring back Rates & Fees Bylaw to incorporate golf cart permit fees	CPO/CAO	Revisions to be brought back with 3rd reading	Underway
2025-089-090	Gave first 2 readings to Golf Cart Pilot Project Bylaw and submit to AT for approval	CPO/CAO	AT feedback received; Return to Council May 6; Waiting for AT approval before bringing back for 3rd reading	Underway
2025-086	1st reading of Community Standards bylaw; bring back in May	CPO/CAO	Return to Council May 6; Open to public comment	Underway
2025-084	Appointment of Fire Guardians	EA/CAO	Fire Chief & Guardians notified & website updated	Complete Apr 3/25

2025-081	Appoint Greilach Lussier LLP as Auditor for 2025-29	CS	Auditor informed of decision	Complete Apr 1/25
2025-080	Approve 2024 audited financial statements(FS) & FIR; post FS to website	CS/COMM	Signed and posted to website	Complete Apr 22/25
2025-070	Submit topic of Challenges with Gravel Pit Provincial Approval & Renewal Process to RMA Mayors & Reeves meeting; CAO to draft statement to be presented by Reeve at the RMA Ministerial Bear Pit session	CAO	Topic presented at RMA Mayors & Reeves's mtg Mar 17/25, and statement made by Reeve at RMA Ministerial Bear Pit session to Minister Schultz Mar 18/25	Complete Mar 18/25
2025-065	Cancel finance charges in amount of \$218.86 for customer RIVER0002.	CS	Cancelled finance charges	Complete Mar 21/25
2025-064	Amend 2025 Operating Budget to include \$2,900 for a Rural Living Expo, event to be Apr 26 or May 3 (admin decides); offered in conjunction with County Appreciation Dinner.	CS/CAO	Amount included in budget	Complete Mar 6/25
2025-057	Uphold Order to Remedy Contravention for file #2024-162-1032 and varied deadline to comply with Order to April 30, 2025.	CPO/CAO	Follow up notification in writing was sent to appellant	Complete Feb 20/25
2025-051	Accepted all yr-end financial reports subject to audit adjustments & yr end finalizations	CS	Prepared for audit	Complete Feb 20/25
2025-049-050	Appoint Assessor & approve 3-year contract	CS/CAO	Contract fully executed; Waiting for signatures	Complete Mar 6/25
2025-047	Approve update to Policy PS-012 CPO Uniform & Equipment Standards	CPO/EA	Policy updated & submitted to Provincial Peace Officer Program	Complete Feb 20/25
2025-046	Approve \$2,500 community grant to Barrhead Golf & Recreation Club	EA/CAO	Letter send to recipient and cheque initiated	Complete Feb 25/25
2025-043-045	Appoint ARB Chair, Clerk, and panelists	EA	CRASC notified	Complete Feb 19/25
2025-042	Approved right-of-way agreements for BF 77360	EA/CAO	Agreements signed	Complete Feb 18/25
2025-034	Release 2024 funding to Barrhead Historical Society	CS	Cheque issued	Complete Mar 4/25
2025-033, 093	Approves forwarding Bylaw 9-2024 road closure package to AT in accordance with legislated process for Road Closures.	EA/CAO	AT approved closure & Council approved bylaw; Documents have been submitted electronically for approval	Complete Apr 1/25
2025-032	Approve 2024 reserve transactions as presented in 2024 Reserve Report	CS	Transaction complete	Complete Feb 4/25

2025-029	Approve becoming a municipal member of Northwest of 16 Regional Tourism Association for 2025 at an annual fee of \$1,000	RD/CAO	Admin attended AGM; Application form completed, signing under new Director, vendor being set up in accounting	Complete Mar 24/25
2025-027, 030	Approve additional funding sources for 2024 capital & operational projects	CS	Transactions complete	Complete Feb 4/25
2025-025	Approve marketing sponsorship opportunity request from Western Directives Inc & Nature Alive Adventures Inc in the amount of \$5,000.	EA/CAO	Payment submitted, project confirmed	Complete Feb 11/25
2025-024	Purchase 2025 Ford F-550 crew cab 4x4 truck from Barrhead Ford for \$87,965.00	AG	Unit has been ordered (4 month delivery)	Underway
2025-023	Purchase steamer & trailer unit from Pumps & Pressure for a cost of \$44,744.50	PW	Unit has been ordered, estimated delivery May 2025	Underway
2025-013	Write-off one outstanding AR account for \$1,965.02 as this account is uncollectable	CS	Journal entry completed	Complete Jan 8/25
2025-011	Cancel existing certificates of title for 2 parcels of lands not sold at Dec 4/24 Public Auction; issue in name of County	Tax Clerk/CAO	Documentation submitted to land titles	Complete Jan 9/25
2025-008-010	Approve COPTER exemptions	CS	Entries made	Complete Jan 9/25
2025-006	Appoint Library member-at-large	EA/CAO	Library director notified	Complete Jan 9/25
2024-504-505	1st reading of Road Closure bylaw; Set public hearing for Feb 4/25 at 1:00 pm	EA/CAO	Feb 4/25 - Public Hearing	Complete Feb 4/25
2024-503	Admin to research details on marketing sponsorship opportunity; bring back report to Feb 4/25 Council meeting.	COMM/CAO	Feb 4/25 - presented to Council for decision	Complete Feb 4/25
2024-502	Received correspondence regarding Fire Invoice #00004415 for information.	EA/CAO	Email drafted to landowner regarding decision	Underway
2024-501	Approved lease agreement renewal in SE 16-59-2-W5	EA/CAO	Lease finalized; Mailed to leaseholder for signature	Complete Jan 22/25
2024-457-460	Municipal Election Resolutions	EA/CAO	Website updated	Complete Jan 2/25
2024-449	Bring back options/recommendations on use of sand/salt on County roads in Thunder Lake.	PW/CAO	Draft report submitted to CAO for review; Preliminary discussions with staff	Underway
2024-410	Bring back options on use of an undeveloped road allowance to allow access to recreational property at SE 26-59-6-W5.	CAO/PW/ DEV	Cross departmental review underway	Underway

2024-398	Directs CAO to move forward with exploring/negotiating options with GOA to become anchor tenant of ADLC.	CAO	Reeve & CAO engaged Minister Infrastructure at RMA, followed up requested by Minister; Mtg rescheduled Feb 25/25; Preliminary contact made with GOA to schedule mtg in new year; Draft Concept Floor Plans complete	Underway
2024-343	Include discussion on the condition of Twp Rd 604 leading to Clear Lake Campground in the 2025 budget workshops.	CS/CAO	Patching, blading, & gravel budgeted in 2025; Further discussion during Nov 27&28 budget workshop; Council reminded of topic on Oct 10/24 budget mtg; will bring back for further discussion once Rural Road Study completed by consultants	Complete Apr 15/25
2024-301	Form an IAC with Town and CAO to work with Town Admin to develop a draft bylaw to establish and define the function of an IAC	CAO	Apr 30/25 met Sturgeon County to discuss models; Jan 7/25 CAOs met to discuss next steps; Sept 10/24 Town Council accepted recommendation from ICF Committee to establish a forum for elected officials to exchange information of mutual interest	Underway
2024-270	Approved purchase of 2025 Caterpillar 150 AWD motor grader from Finning for \$574,500 & trade-in Unit #219, a 2019 Caterpillar 140M3 motor grader, to Finning for \$305,000.	PW/CAO	Suppliers have been notified	Underway
2024-269	Approved purchase of 2025 Caterpillar D2 LGP dozer from Finning for \$277,173 & trade-in Unit #305, a 2019 Caterpillar D4K LGP dozer to Finning for \$95,000	PW/CAO	Suppliers have been notified	Underway
2024-225	Flag Agriculture, Small Scale Operation for future discussion	CAO		Not started
2024-149, 179	Approved purchase salt/sand storage building incl installation from Coverco Buildings Ltd. for the price of \$395,426.65 excluding GST.	PW	Complete except for door installation; Contractor currently building structure; Pad constructed by COB; Contracts awarded for paving, building; Company notified	Underway
2024-070	Dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.	PW/CS		Underway
2024-062	Council approved signing the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).	EA/DEV	Submitted to Land Titles for Registration; Approval received and sent to surveyor to finalize road plan; Alberta Transportation contacted for permission to close portion of road plan	Underway

2023-296	Negotiate Use Agreement with NSC to construct a ball diamond near Neerlandia Lagoon and bring back to Council for final consideration.	CAO/DEV	NSC signed Apr 21/25; to be returned to Council; Resent to NSC March 24/25 ; Agreement shared with NSC; project likely put on hold until 2025; Draft agreement being prepared to support discussions	Underway
2023-208	Administration to send a letter of intent to Maykut Farms expressing the County's desire to enter into a lease agreement in 2026 for a portion of the gravel pit located in NE 3-63-4-W5.	PW/CAO	Revisions made & resent to pit owner; Letter of Intent sent to pit owner; Discussion with owner to confirm specifications, letter drafted; Gravel pit owner notified verbally of County's intent	Underway
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA	New minister, revising message	Underway
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	1st rdng to Council Apr 1/25; Admin review Feb 26/25, tentative date for Council is Apr 1/25; Reviewed with Council at Dec 5/24 Committee of Whole; Bylaw is drafted, timeline to be discussed with Council; Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Underway
2017-245	Policy for Special Events	CAO/Dev	Discussion with Council at Dec 5/24 Committee of Whole; Reviewing policies from neighbouring municipalities	Underway



AAIP Rural Renewal Stream Monthly Status Report



J2

April 2025 TO DATE
(Nov 7, 2022 - April 30, 2025)

EMPLOYERS		
Employers that have expressed interest	0	54
Employers enrolled	0	38 (13 active employers with open vacancies)

CANDIDATES		
Candidates that have expressed interest*	5	212
Candidates endorsed	0	162
(Current temp. foreign worker in Canada)	(0)	(122)
(International applicants)	(0)	(40)

POSITIONS		
Total positions enrolled in RRS (vacant or filled)	1	212 (37 positions currently vacant)
Positions filled through RRS	0	162
(Started working & living in community)	(0)	(111)
(Pending nomination or arrival to community)	(0)	(51)

*Number may not be fully representative of candidate interest, as the County may not hear from every interested candidate who applies to the employer directly.



SPRING REPORT

January 2025 to
April 2025



CER

3

EMERGENCY
911

Introduction

Between January and April, our Enforcement Services department actioned **101** complaints from the public and generated **518** files across the County. The following pages provide a detailed breakdown of the numbers.

County of Barrhead No. 11 Enforcement Services department consists of one (1) full-time Community Peace Officer (CPO), who was hired on December 12, 2023. Our CPO became fully operational on February 29, 2024.

Our CPO has continued to work closely with the Barrhead Regional Fire Service, as well as the Barrhead RCMP detachment. Our CPO gained access to the RCMP radio channel in mid-March, which has allowed for improved communication and interoperability between the RCMP and our CPO.

Our department actioned 101 complaints and generated 518 files across the County between January and April. Compared to the same time period in 2024, this represents a 71% increase in complaints and an 81% increase in files.

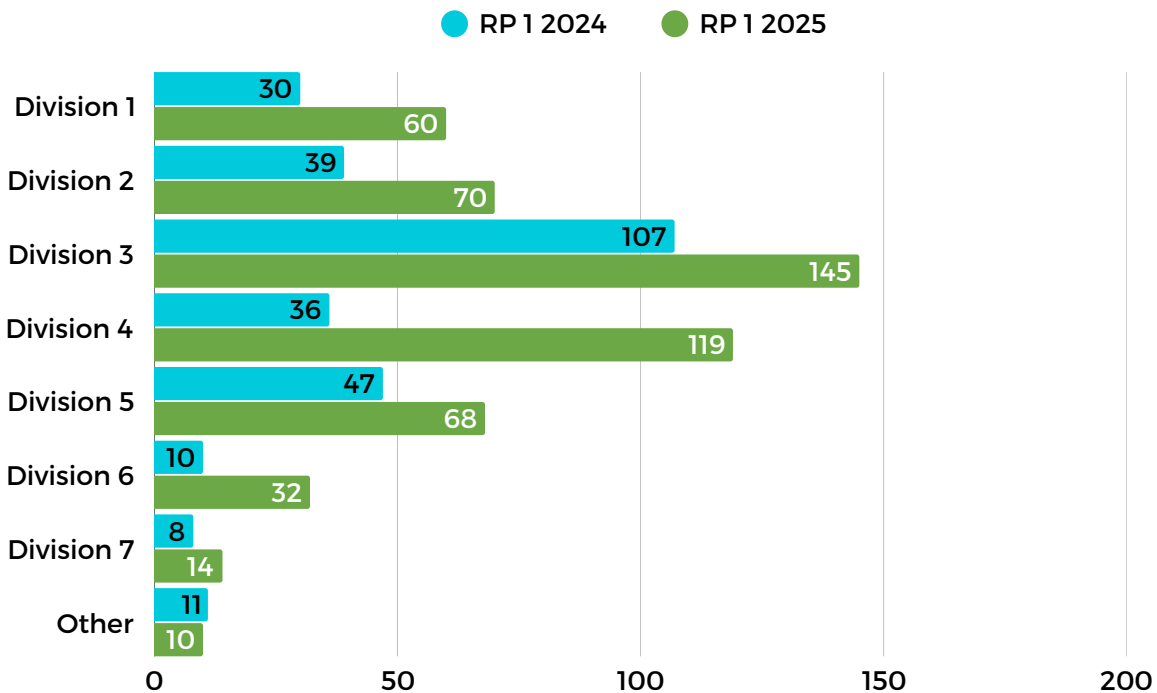
Our Peace Officer is not only responsible for complaint response and proactive enforcement, they are also expected to attend court and conduct proactive patrols for targeted issues. You can see a breakdown of this work below:

- Court (8) - 19 hours
- Meetings (15) - 17.75 hours
- School Bus Patrol (10) - 2.25 hours
- School Zone Patrol (14) - 13.75 hours

Department Statistics

Files by Division

Our department generated **518** files between January and April. The graphic below illustrates the location of these files broken down by electoral division.



Our Peace Officer created **417** self-generated files while patrolling County roads across all divisions of the County. The higher concentration of files in Division 3 and 4 is largely attributed to the number of roads within Division 3 and 4 with higher traffic volumes, resulting in more traffic incidents being recorded.

Reporting Periods:

Report Period 1 (RP1) covers from January 1 to April 30

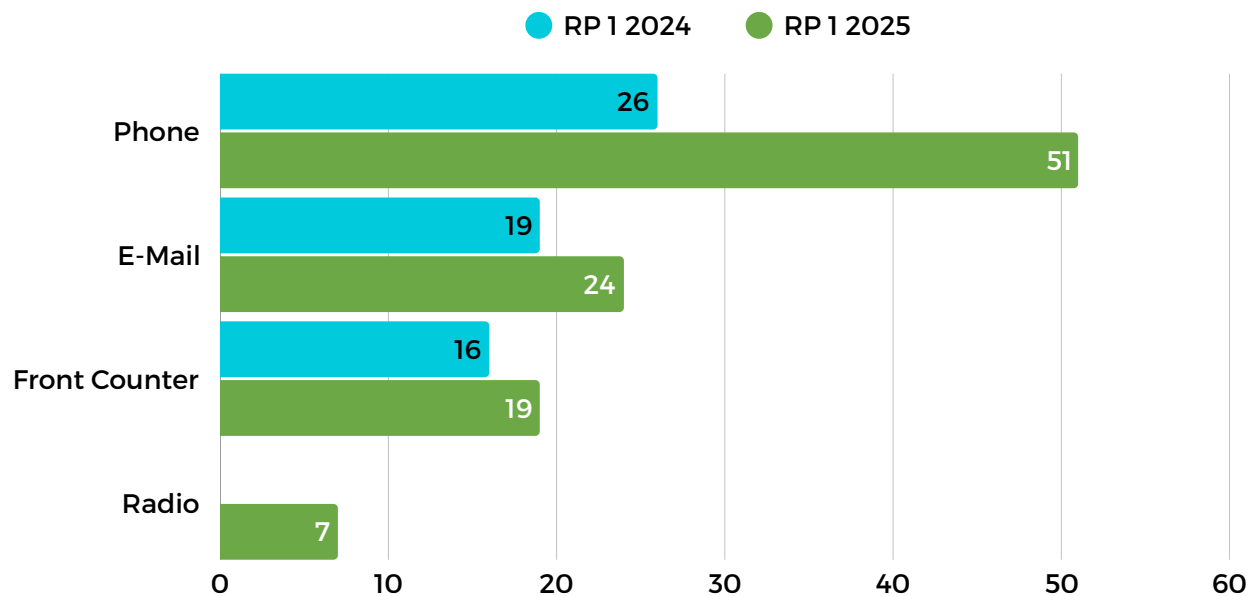
Report Period 2 (RP2) covers from May 1 to August 31

Report Period 3 (RP3) covers from September 1 to December 31

Department Statistics

Complaints Received

Our department was contacted 101 times by the public and other agencies to action issues they were dealing with. This represents a 71% increase over the same period in 2024. The table below illustrates the methods in which these complaints were received.



Our Peace Officer is authorized to enforce the following federal & provincial legislation:

- *Animal Protection Act*
- *Dangerous Dogs Act*
- *Environmental Protection & Enhancement Act*
- *Forest & Prairie Protection Act*
- *Fuel Tax Act*
- *Gaming, Liquor, and Cannabis Act*
- *Canada Shipping Act (Federal)*
- *Hwy Development & Protection Act*
- *Innkeepers Act*
- *Petty Trespass Act*
- *Tobacco, Smoking, Vaping Reduction Act*
- *Traffic Safety Act*
- *Trespass to Premises Act*
- *Dangerous Goods Transportation & Handling Act (Federal)*

Our Peace Officer is also appointed to enforce all County of Barrhead municipal bylaws, including:

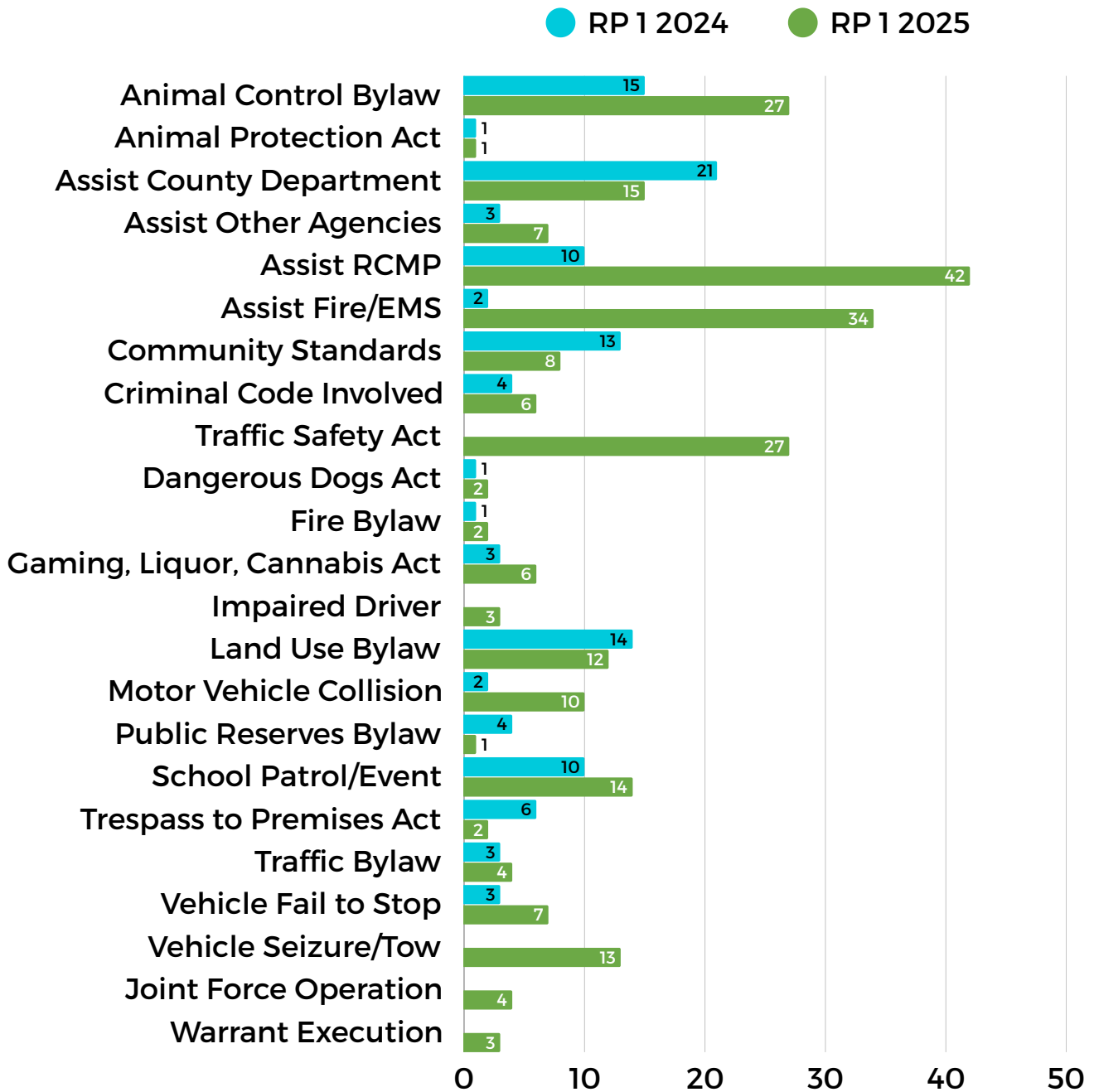
- Animal Control Bylaw
- Traffic Bylaw
- Public Reserves Bylaw
- Prevention & Control of Fires Bylaw
- Community Standards Bylaw
- Land Use Bylaw

Department Statistics

Files by Incident Type

Our department identified many different types of incidents requiring Peace Officer action. The graphic below illustrates a breakdown of the incidents.

It is important to note that the numbers below will equal a number greater than the total number of files, as a file can have more than one file type associated with it. For example: a traffic stop involving an impaired driver would be captured under - Assist RCMP and Impaired Driver

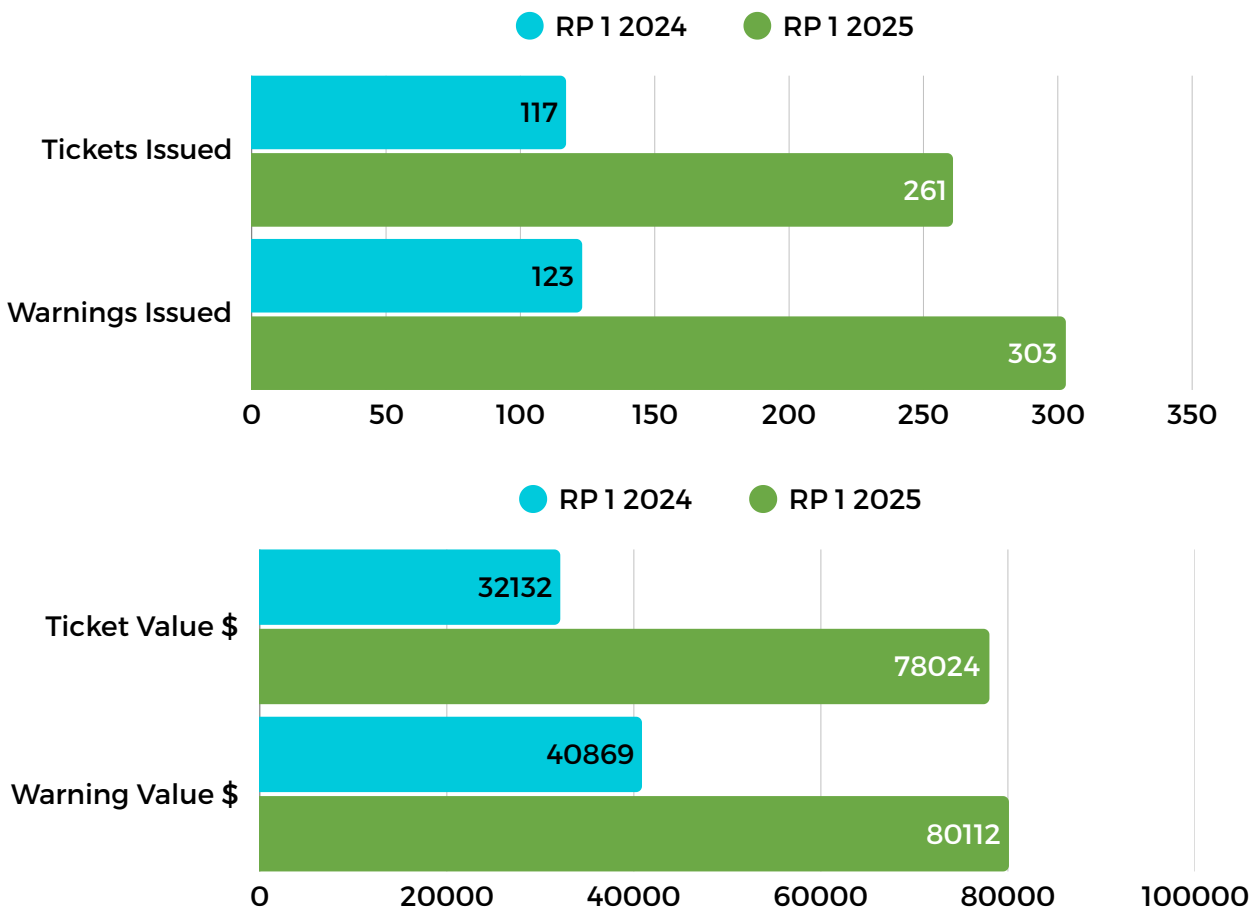


Traffic Safety

Traffic Enforcement

Traffic enforcement has been occurring throughout the County on local roads and provincial highways. Speed continues to be a concern with the highest violation observed being 98kph over the speed limit. Proactive patrols can occur in different areas of the County depending on complaints received and offences noted while on patrol.

The table below provides a breakdown of the tickets issued, warnings issued, and the monetary value of the tickets and warnings. Warnings represent incidents which resulted in education as opposed to a fine being issued.



Notable Offences

Below is just a snapshot of compiled offences which posed a risk to public safety and were thankfully intercepted by our Peace Officer. This list is not exhaustive and outlines the need for consistent presence throughout the County.

- Driver observed travelling **139kph in a posted 80kph zone** on Township Road 615A outside of Neerlandia.
- Driver observed travelling **118kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **114kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **108kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **106kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **152kph in a posted 100kph zone** on Highway 33.
- Driver observed travelling **152kph in a posted 100kph zone** on Highway 651.
- Driver stopped for failing to maintain their lane, driver was found to be driving without an active licence, without insurance, and without registration.
- Driver stopped for a license plate that did not match the vehicle, determined the driver did not have insurance or registration and the driver was using a licence plate that did not belong to them.
- Driver stopped and determined to be suspended, vehicle seized for 30 days as per provincial Suspended Driver Program. Driver also charged for driving without insurance and without registration.
- Traffic stop attempted on a vehicle travelling **165kph in a posted 60kph zone** entering Thunder Lake. The vehicle failed to stop and was located by RCMP a short time later inside the subdivision. The driver fled on foot and the vehicle was determined to have just been stolen from the subdivision. The vehicle was returned to the rightful owner with minimal interior damage.

Notable Offences

Continued from previous page.

- Traffic stop attempted on a vehicle travelling 92kph in a 30kph school zone. The vehicle failed to stop but the licence plate was obtained. The registered owner was identified and charged with the offences.
- Driver observed travelling **168kph in a posted 100kph zone** on Highway 18 near Campsie. It was determined the driver was suspended from driving and was impaired by alcohol. The vehicle was also uninsured. The vehicle was seized for 30 days as per the provincial Suspended Driver Program.
- Driver observed travelling 138kph in a posted 100kph zone on Highway 33. It was determined the driver was impaired by alcohol and the vehicle was being operated without registration or insurance.
- A female was found trespassing in the Thunder Lake Transfer Station and upon being identified, it was determined she had three arrest warrants outstanding from Edmonton Police. The female was arrested.
- A traffic stop was attempted on a vehicle travelling **92kph in a posted 30kph school zone** on Highway 651. The vehicle failed to stop but the licence plate was obtained. The registered owner was identified and charged with the offences.
- A traffic stop was attempted on a vehicle travelling 103kph in a posted 80kph through Campsie. The vehicle failed to stop but the licence plate was obtained. The registered owner was identified and charged with the offences.
- Traffic stop resulted in suspicion that the driver was impaired by alcohol, RCMP attended and administered an Immediate Roadside Sanction to the GDL driver resulting in a 7-day vehicle seizure and 30 day licence suspension.

Conclusion

As the weather warms up and our seasonal residents return, there is no doubt that our roads will become busier, as will our department. We encourage residents and visitors to be safe and have fun this summer. Should individuals require assistance, do not hesitate to contact our department or, in an emergency, contact 911.

As the year continues, work will continue with partner agencies and stakeholders to provide consistent enforcement presence throughout the County to ensure public safety.

If you'd like to lodge a complaint or contact our department, our 24/7 complaint line number is 780-284-9757.





Graders, Gravel, & Dust Control

- Area graders are spreading gravel and blading roads. In some locations, roads are getting soft with a few frost boils showing up as a result of the frost coming out of the roads.
- County forces are gravelling 2025 road maintenance projects, working out of the Fort Assiniboine gravel pit.
- Private dust control locations are being inspected for gravel requirements and to ensure stakes are up marking the area to be sprayed.

Mulching

- Winter mulching projects have been completed. Excavator has been equipped with a dig bucket to work on drainage projects.

Construction

- Construction equipment will be starting at Regional Landfill providing clay cover over winter cells
- 1st construction project is #25-240 (Township Road 583 between Range Roads 40 & 41)

Labour & Seasonal Staff

- Campground cleanup, put dock in at Klondike Park, sign installations, temporary fencing on Job #25-240, and completing fencing on last year's construction project.
- Seasonal staff started May 5, 2025.

Miscellaneous

- Commercial Driver Evaluations will be done with all employees that hold a Class 1, 2 or 3 license.
- Trenching and installing Wi-Fi cables from PW shop to AG shop has been completed. VASS IT is scheduled to complete the cable runs and hook up in both shops.

Bridge File 72815 (SW 17-61-4-W5)

- Maintenance and repair work has been posted for tender. Bids will be accepted until 2:00 pm on May 9, 2025. Work includes: traffic accommodation; total suspended solids testing; set up, supply and drive pilings; replace timber caps; partial depth concrete repairs; backwall repairs; wingwall repairs, bridge rail repairs; and other miscellaneous repairs.

Shop

- 2013 International 7600 engine diagnosis, repair cost estimate for this unit is \$10,000 - \$12,000. Auction results and Michener Allen sale price estimate for the truck in running condition is \$10,000 - \$15,000. With the repair and sale price being close to equal, unit will be sold as is, in not running condition (previously approved for disposal).
- Tractor and mower repair, and all other maintenance as required.

Utilities

- Water usage has increased in the last week due to agricultural spraying activity starting.
- All other testing and monitoring are being carried out as per normal operations.

Source URL: rmalberta.com/news/rma-releases-bill-50-analysis/

RMA Releases Bill 50 Analysis

Posted on: April 30, 2025



RMA has published its analysis of Bill 50, the ***Municipal Affairs Statutes Amendment Act, 2025*** (<https://www.assembly.ab.ca/assembly-business/bills/bill?billinfoid=12078&from=bills>), which was introduced to the Legislative Assembly on April 8, 2025. The Bill proposes broad amendments to several key pieces of legislation, including the ***Municipal Government Act*** (<https://open.alberta.ca/publications/m26>) (MGA), the ***Local Authorities Election Act*** (<https://open.alberta.ca/publications/l21>) (LAEA), the ***New Home Buyer Protection Act*** (<https://open.alberta.ca/publications/n03p2>) (NHBPA), and the ***Safety Codes Act*** (<https://open.alberta.ca/publications/s01>) (SCA).

Changes to the MGA reform the intermunicipal collaboration framework (ICF) process to narrow the scope of the services that can be included in ICFs, as well as introduces expectations or requirements for use of data and joint input into service levels and capital costs for intermunicipal services. The Bill also significantly alters governance processes by eliminating codes of conduct, increasing CAO reporting requirements, and standardizing council procedures under ministerial authority. Official administrators will also have expanded access to municipal operations.

Amendments to the LAEA entrench political party involvement in elections and provide financial advantages to party-affiliated candidates. Changes to the NHBPA expand warranty requirements and restrict exemptions for owner-builders. SCA changes enhance ministerial oversight and require Council appointees to have experience with home warranty programs.

While RMA supports several of the proposed changes, numerous provisions require further clarification from Alberta Municipal Affairs.

To assist members in understanding the potential implications, RMA has developed a detailed analysis document titled **Bill 50: RMA Analysis** (<https://rmaalberta.com/wp-content/uploads/2025/04/Bill-50-RMA-Analysis.pdf>). Members are encouraged to read the document and contact RMA's Policy and Advocacy team with questions, comments, and concerns.

RMA will continue to monitor the progress of Bill 50 and will share updates with members, including responses to questions RMA has posed to the Minister, to keep members fully informed on how the proposed changes may affect municipal governance and operations.

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Bill 50:

Municipal Affairs Statutes

Amendment Act, 2025

- RMA Analysis

April 2025

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Bill 50 – Overview

Bill 50: Municipal Affairs Statutes Amendment Act, 2025 was introduced to the Legislative Assembly on April 8, 2025. The Bill proposes a wide range of changes to the *Municipal Government Act* (MGA), the *Local Authorities Elections Act* (LAEA), the *New Home Buyer Protection Act* (NHBPA), and the *Safety Codes Act* (SCA).

Bill 50 makes changes that impact rural municipalities in varied and significant ways. Changes to the MGA completely restructure the intermunicipal collaboration framework (ICF) process to narrow the scope of the services that can be included in ICFs, as well as expectations or requirements for use of data and joint input into service levels and capital costs for intermunicipal services. It also makes major changes to municipal governance by eliminating codes of conduct, empowering the Minister to standardize council meeting procedures, greatly increasing chief administrative officer (CAO) reporting requirements to council, and ensuring that official administrators have greater access to council meetings and municipal information.

The changes made by Bill 50 to the other Acts are significant as well. Most notably for the LAEA are changes that further entrench the existence of political parties in the campaigning and election process, as well as changes to campaign finance rules that entrench a financial advantage for party-affiliated candidates. NHBPA changes increase the scope of new home warranty requirements and make it more difficult for owner-builders to receive an exemption. This may be positive for those purchasing a new home from a developer but could create additional challenges for those building their own home, especially in rural areas. Changes to the SCA allow the Minister to seek advice from the Safety Codes Council regarding the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder. SCA amendments also require appointees to the Safety Codes Council to have experience with home warranty coverage under the NHBPA.

How to Use this Document

This document is intended to provide members with an overview and analysis of the most significant changes made in Bill 50. It does not include every change made in Bill 50. Members seeking clarity or analysis on a Bill 50 change not included in the document are encouraged to contact RMA's Policy and Advocacy Department.

Each legislative change included in the document features an overview of the previous status, the amended status, and a summary and/or analysis. Note that in some cases, the previous status and amended status uses the direct language from the applicable Act and Bill 50. In other cases, if the direct language is too long or would require references to other sections of the Act to contextualize, summary language is used.

The summary/analysis section is based on RMA's interpretation of how the change will be implemented/operationalized and how it is likely to impact RMA members. In some cases, when impacts are not yet known or likely to be neutral or insignificant, the section primarily serves as a summary or explanation. In other cases, when the change is likely to significantly impact RMA members (positively or negatively) or relates to an existing RMA position, analysis is provided.

Changes to the Municipal Government Act

Intermunicipal Collaboration Frameworks (ICFs)

Definition of “Mandatory Service”, S. 708.26

Previous Status	Amended Status	Summary/Analysis
There was no existing definition of mandatory services that must be contemplated in the ICF Process.	S. 708.26(1) is amended by adding the following after clause (b): “mandatory service” means a mandatory service referred to in section 708.29(1.1).	The new definition defines a “mandatory service” as transportation, water and wastewater, solid waste, emergency services, and recreation. The addition of this list of mandatory services has the effect of requiring that parties to an ICF discuss these services as part of the ICF development process. It does not require that these services are delivered through an ICF if the parties agree that it is not required.

ICF Agreement, S. 708.28

Previous Status	Amended Status	Summary/Analysis
S. 708.28(1) Municipalities that have common boundaries must create a framework with each other by April 1, 2020, unless they are members of the same growth management board.	S. 708.28(1)(1.1) Subject to subsections (1.2) and (1.3), subsection (1) does not apply to municipal districts with common boundaries if they determine and agree that they do not require a framework.	Under the proposed amendment, rural municipalities (counties and municipal districts) that share a municipal boundary will have the option to opt out of an ICF given: <ul style="list-style-type: none"> ◆ The decision to opt out is mutually agreed upon ◆ Municipalities review all existing agreements prior to determining and agreeing that an ICF is not necessary ◆ Municipalities send a council resolution to the Minister ◆ Municipalities publish the decision for the public ◆ Either rural municipality may revoke its agreement to forgo an ICF with its neighbouring rural municipality by writing, at any time. When this occurs, the rural municipalities have one year to develop an ICF.

ICF Planning and Implementation Requirements, S. 708.29 and 708.33

Previous Status	Amended Status	Summary/Analysis
<p>S. 708.29(1) A framework must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.</p>	<p>Addition of s. 708.29(0.1)(a), which states “costs for intermunicipal services” means operating, capital and other non-operating costs required to deliver the services.</p>	<p>While RMA has advocated for greater clarity and definition of critical terms used in the ICF process (such as “service” and “intermunicipal”) it is unclear how this amendment will provide meaningful guidance as to what may be a reasonable cost linked to service delivery for the purposes of an ICF. From RMA’s perspective, operating, capital, and non-operating costs would appear to include virtually any cost incurred by a municipality. While other changes to ICF requirements may off-set the risk of the use of such a broad definition in this area, RMA foresees situations in which municipalities may attempt to allocate general administrative or governance costs to a specific service using this definition, which is likely to add complexity to negotiations and does not align with the spirit and purpose of ICFs, which is to support collaboration linked to direct delivery of intermunicipal services.</p>
	<p>S. 708.29(0.1) (b) “third-party services” means services provided by a third party that is</p> <ul style="list-style-type: none"> (i) a corporation independent from the municipalities to whom the services are provided, and (ii) the only services provider authorized under an enactment to provide the services it provides in or to the municipalities that are parties to a framework. 	<p>The amendment provides a definition for “third-party services”, which specifies that for the purpose of an ICF, a “third-party service” is one for which a third-party is legislatively required to provide it. RMA’s understanding is that this would apply to services such as libraries, policing, post offices, and others that involve a requirement that an outside entity is involved in service delivery. It is RMA’s understanding that this definition would not apply to cases in which a municipality makes a local decision to contract a service to a third-party (such as solid waste collection). RMA is also seeking further clarity on how this provision would apply to policing. While the <i>Police Act</i> mandates a prescriptive list of policing service delivery mechanisms, it does not mandate that policing be provided by a third-party, and several municipalities in the province have chosen to form their own municipal police service. Because for many municipalities, policing costs are fixed based on an external formula (police funding model) and it is impractical for the majority of municipalities in the province to form a municipal police service, RMA is seeking clarity on how this provision impacts policing costs.</p> <p>This definition is relevant in relation to s. 708.29 (1.2), which specifically states that third-party services cannot be included in ICFs and ensures municipalities are not drawn into negotiations over services they do not fully control, helping to maintain the integrity and purpose of the ICF process in supporting collaboration among municipalities.</p>

	<p>S. 708.29 (1.1) The content of the framework required under subsection (1) must address the provision of the following mandatory services: (a) transportation; (b) water and wastewater; (c) solid waste; (d) emergency services; (e) recreation.</p>	<p>All ICFs must now address five core service areas: transportation, water and wastewater, solid waste, emergency services, and recreation. This removes ambiguity and focuses ICFs on services that typically involve joint use or impact both parties, reducing the risk of municipalities being drawn into funding services from which their residents derive little or no benefit.</p> <p>It is important to note that this amendment does not require these services to be delivered jointly but does require each to be discussed within the ICF process.</p>
	<p>S. 708.29 (1.2) Municipalities may include additional services in the framework, other than third-party services.</p>	<p>If mutually agreed upon, other services in addition to the five mandated services may be included in an ICF (except for legislated third-party services). The ability to include or exclude additional services by mutual agreement reinforces the principle that intermunicipal collaboration should be based on local context and mutual benefit.</p> <p>This amendment is best understood in conjunction with the amendment made to s. 708.34 related to the scope of arbitration. S. 708.34 now limits arbitration to disagreements on the five mandatory services outlined in the row above. This means that if both involved municipalities do not agree to including a non-mandatory service in an ICF, or the terms by which service delivery responsibilities are shared, there is no recourse for that disagreement to be settled or the non-mandatory service to be included. In practice, this means that a non-mandatory service can only be included in an ICF if both municipalities agree that it is “intermunicipal,” and agree on specific terms.</p>
	<p>S. 708.29 (1.4) Municipalities may establish in a framework a cost calculation model respecting the costs for intermunicipal services.</p>	<p>The introduction of s. 708.29 does not mandate municipalities establish a cost calculation model, but it does signal an expectation that municipalities collaborate to develop a common methodology for measuring service delivery costs as part of the ICF process. While this is a positive step in encouraging municipalities to approach ICF development through a data-supported lens, the legislation does not provide a definition or otherwise clarify as to what a “cost calculation model” is, how it should be used in the process, or the process to be taken if municipalities agree (or disagree) on its use or the correct methodology.</p> <p>For this amendment to lead to an increase in data-informed ICF development, it will be crucial for Municipal Affairs to work with RMA and other stakeholders to emphasize the importance and value of</p>

		<p>using data, as well as capacity and financial supports to assist municipalities in gathering appropriate data related to both costs, current service usage, and service level requirements or expectations.</p>
	<p>S. 708.29(1.5) Each municipality in a framework must disclose to the others any information, data or assumptions it is relying on in arriving at its proposal for a cost calculation model.</p>	<p>The allowance for municipalities to mutually develop cost calculation models, with associated data-sharing requirements, supports more transparent, evidence-based negotiations.</p> <p>S. 708.29(1.5) will be helpful in further creating an expectation that municipalities utilize data during the negotiation process and enhance accountability and transparency in terms of how municipalities are establishing their positions related to shared service delivery. However, it does not address what, if any, recourse is available if a municipality lacks data, uses inaccurate, irrelevant, or poor-quality data, or refuses to acknowledge data provided by the other municipality. The assumed recourse would be to seek arbitration as to the validity and relevance of data, but this may be complex and contentious without some standard or expectation as what level of data is sufficient for negotiations.</p>
	<p>S.708.29(1.7) The capital costs for a new facility providing mandatory services may only be included in a framework if, by a prior agreement, all municipalities that are party to the framework have participated in the design of and decision to construct the facility.</p>	<p>The inclusion of s. 708.29(1.7) is a significant addition to limit the extent to which municipalities that may not host capital assets providing a regional service are expected to contribute to the costs of that capital asset.</p> <p>The initial round of ICF negotiations included some instances of municipalities seeking cost contribution commitments from municipal neighbours on major capital projects that were in early planning stages, or even in a long-term conceptual stage. The addition of this section will ensure that contributing municipalities have the ability to request specific input into new capital projects as a condition of contributing, or to simply decline to contribute to a new capital project. This is an important change to ensure equitability between host and contributing municipalities in terms of long-term capital cost responsibilities.</p>

	<p>S. 708.29(1.8) The prior agreement referred to in subsection (1.7) must contain provisions reflecting that the municipalities have addressed and agreed to the nature of the participation of each municipality in the decision to design and construct the facility.</p>	<p>In relation to the capital costs within an ICF, all parties must agree upon the roles and responsibilities (i.e. the work) that each party undertakes. This is a positive inclusion in conjunction with the section outlined in the row above.</p>
	<p>S. 708.29 (1.91) The Minister may make regulations relating to the inclusion of capital costs in a framework.</p>	<p>It is likely that this amendment is intended to allow the Minister to provide more prescriptive direction on the inclusion of capital costs beyond the inclusion of s. 708.29(1.7) and s. 708.29(1.8). It may also allow for more direction in terms of how capital costs for existing assets are addressed in ICFs. Ideally, RMA supports local decision-making in this area, with the added guidance of the changes to new capital costs, and plans to seek more information on if, when and how the Minister may use this power.</p>
<p>S. 708.33(1) In order to create a framework, the municipalities that are to be parties to the framework must each adopt a bylaw or resolution that contains the framework.</p>	<p>S. 708.33(0.1) In this section, “act in good faith” means to</p> <ul style="list-style-type: none"> (a) act honestly, respectfully and reasonably, (b) communicate appropriately, (c) share necessary information, 	<p>This amendment provides a definition of “act in good faith.” The addition of the definition provides clearer expectations for municipal conduct during ICF negotiations. RMA supports this clarity, as it encourages respectful, honest, and informed discussions, which may improve cooperation. However, the broad and subjective nature of terms like “reasonable,” “necessary,” and “appropriate” may limit enforceability and create challenges in resolving disputes if parties interpret these standards differently.</p>

<p>(3) In creating or reviewing a framework, the municipalities must negotiate in good faith.</p>	<p>(d) meet through authorized representatives, and (e) be willing and prepared to discuss all issues and explain all rationale.</p>	
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ICF Arbitration, S. 708.34-43

Previous Status	Amended Status	Summary/Analysis
<p>S. 708.34 applied broadly to enable arbitration in situations in which municipalities failed to reach agreement on an ICF under any circumstances.</p>	<p>S. 708.34 narrows the scope of arbitration by specifying that it only applies when the inability to agree is due to a matter involving a mandatory service listed in s. 708.29(1.1):</p> <ul style="list-style-type: none"> ◆ Transportation ◆ Water and wastewater ◆ Solid waste ◆ Emergency services ◆ Recreation <p>Note that this change is further enabled/operationalized by an amendment to s. 708.35(1).</p>	<p>This amendment helps ensure the process remains a last resort, limited to unresolved mandatory service areas. As addressed above, this also essentially prevents non-mandatory services from being included in ICFs unless the inclusion and terms are mutually agreed upon, as there is no conflict resolution recourse available for non-mandatory services.</p>

<p>S. 708.36(7) An arbitrator must not make an award...</p> <p>(d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan.</p>	<p>S. 708.36(7) An arbitrator must not make an award...</p> <p>(d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan,</p> <p>(d.1) that negates a matter, in relation to the award, that the municipalities have agreed to, unless that matter is beyond the municipalities' jurisdiction,</p> <p>(d.2) that addresses a matter not previously discussed by the municipalities,</p>	<p>Arbitrators and municipalities must keep the arbitration under s. 708.34 to the narrow list of topics that initiated the arbitration, and municipalities may not introduce new matters into the arbitration process not previously contemplated. This limits the scope of the arbitrator's power to issues for which the municipalities are actively at odds. It also prevents municipalities from introducing issues that were not previously discussed during the initial negotiation. This was an issue in some situations during the first round of ICF negotiations.</p>
<p>S. 708.4(1) Where an arbitrator makes an award respecting a framework, the municipalities are bound by the award and must, within 60 days after the date of the award, adopt a framework in accordance with the award.</p>	<p>S. 708.4(1) Where an arbitrator makes an award respecting a framework,</p> <p>(a) the arbitrator must ensure the preparation of the framework that reflects or incorporates the award and submit it to the municipalities within 30 days after the award is finalized, and</p> <p>(b) the municipalities are bound by the award and must, within 60 days after the date the arbitrator submits the framework to the municipalities, adopt the framework in accordance with the award.</p> <p>(1.01) The arbitrator must provide a copy of the award and the framework to the Minister within 30 days after the award is finalized.</p>	<p>The amendment adds additional checkpoints to ensure that the decision rendered by the arbitration has begun to be implemented. Work must be initiated within 30 days of the arbitrator's decision. The municipalities are bound by the decision and must submit a framework that abides by the decision within 60 days after the decision is rendered. The arbitrator must give that decision and the framework that resulted to the minister within 30 days of the framework being finalized.</p> <p>This inclusion of specific timeframes related to the arbitrator's requirements in providing a final decision places a proportional level of accountability on arbitrators to act in a timely manner and allow consistency across the province in terms of the amount of time municipalities have to adopt a framework in alignment with the arbitrator's direction.</p>

<p>There were no previous provisions for the Minister to order a municipality to pay arbitration costs.</p>	<p>S. 708.41(3) If a municipality fails to pay its proportion of the arbitrator's costs, the Minister may order the municipality to pay its proportion of the costs.</p> <p>(4) If the municipality fails to comply with the Minister's order under subsection (3), the Minister may take any measure set out in section 708.43(3) and shall provide reasons to the municipality for taking any of the measures.</p>	<p>The amendment addition allows the Minister to order payment and, failing payment, order any measure necessary to claim the funds. While this amendment makes sense in terms of requiring accountability on the part of involved municipalities, it is disappointing that it was not accompanied by other amendments to how arbitration costs are allocated among involved municipalities.</p> <p>In some cases, municipalities may be reluctant to pay because they view their share of costs as unfair or inequitable. RMA requested changes to s. 708.41 to address how arbitration costs are allocated but this was not addressed in Bill 50.</p>
<p>S. 708.43(2) empowered the Minister to take necessary measures if a municipality failed to comply with an ICF, including the withholding of funds from the municipality.</p>	<p>S. 708.43(2) expands the Minister's authority to address non-compliance with either a framework or an arbitrator's award.</p> <p>The Minister can also act if a municipality fails to adopt a framework that reflects a binding arbitrator's award.</p> <p>New powers include imposing a framework on the municipality that reflects the award.</p> <p>The Minister must now provide reasons for any actions taken under this authority.</p>	<p>The amendments give the Minister enhanced authority to enforce arbitrator-created ICFs, including for mandatory services under s. 708.29(1.1):</p> <ul style="list-style-type: none"> ◆ Transportation ◆ Water and wastewater ◆ Solid waste ◆ Emergency services ◆ Recreation <p>This ensures that municipalities comply with binding arbitration decisions regarding mandatory services.</p>

Intermunicipal Collaboration Frameworks: RMA Quick Analysis

The majority of Bill 50's changes to the ICF process align with RMA's advocacy positions. RMA's ICF priority areas were focused on clarifying the scope and meaning of "service" and "intermunicipal" to ensure a balance of provincewide consistency and local autonomy in the ICF process. RMA also specifically called for restrictions on the inclusion of legislated third-party services as well as the scope of arbitration. Additionally, RMA called for a requirement that financial contributions to an intermunicipal service should be accompanied by corresponding input into the service delivery method and service level.

While RMA views nearly all the ICF-related changes as positive, significant details as to how many will play out in practice are not yet known. Examples include how increased expectations for data usage will be reflected in practice, and how disputes related to non-mandatory services will be addressed if they impact the ability of municipalities to reach agreement on mandatory services.

RMA also plans to continue to advocate for enhanced funding and capacity-building support from the province related to data-gathering and usage, both related to costs and service levels. Overall, the changes place higher expectations on municipalities as to how they develop ICFs, and without proper support, many municipalities will be at high risk of being unable to develop and utilize quality data.

Codes of Conduct and Meeting Procedures

Meeting Procedures, S. 145

Previous Status	Amended Status	Summary/Analysis
<p>S. 145(1) A council may, by bylaw, establish the procedures to be followed by the council.</p> <p>(3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.</p>	<p>S. 145(4): The Minister may issue orders that: Establish or amend procedures for council and committee meetings and prohibit certain matters from being included in municipal bylaws. These ministerial orders override municipal bylaws in cases of conflict (S. 145(8)).</p> <p>S. 145(7): Councils can pass bylaws on procedures so long as they don't conflict with ministerial orders or include prohibited matters.</p> <p>S. 145(9-10): Councils cannot regulate conduct or create codes of conduct for councillors or non-councillor committee members via bylaw or resolution. Any such bylaws or resolutions in effect prior to this change are automatically repealed.</p> <p>S. 145(11): Councils must update existing bylaws within 6 months of a ministerial order to comply with it.</p> <p>S. 145(12): These ministerial powers do not apply to boards or other bodies established under the Act that are not council committees.</p>	<p>The new provisions under s. 145 remove the ability of municipalities to develop a procedural bylaw, unless it aligns with ministerial guidelines, as referenced in s. 145(4). This will reduce municipal autonomy and centralize authority over municipal meeting and governance processes at the provincial level, as municipalities' procedural rules are now subject to provincial override.</p> <p>The removal of local authority to govern councillor and committee member conduct marks a significant shift in governance dynamics, especially for municipalities that previously maintained codes of conduct.</p> <p>RMA is hoping to work with Municipal Affairs and other municipal stakeholder associations to inform the development of the Minister's orders under s. 145(4) to ensure they are as flexible as possible and continue to allow municipalities to determine the majority of their own meeting procedures.</p>

Codes of Conduct, S. 146, 153

Previous Status	Amended Status	Summary/Analysis
<p>S. 146.1(1) A council must, by bylaw, establish a code of conduct governing the conduct of councillors.</p> <p>(2) A code of conduct under subsection (1) must apply to all councillors equally</p> <p>(3) A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors.</p> <p>S. 153 Councillors have the following duties:</p> <p>(e.1) to adhere to the code of conduct established by the council under section 146.1(1).</p>	<p>Repealed.</p>	<p>Bill 50 proposes the full repeal of council codes of conduct. Specific changes include:</p> <ul style="list-style-type: none"> ◆ All existing municipal bylaws or resolutions addressing council conduct will be repealed. ◆ All existing complaints, investigations, or sanctions related to conduct will be terminated, except those subject to the judicial process, which remain in the jurisdiction of the courts. <p>RMA has previously advocated for improvements to codes of conduct, rather than their removal. The complete removal of codes of conduct – without a clearly articulated plan for a replacement accountability mechanism – presents some potential risks:</p> <ul style="list-style-type: none"> ◆ Municipalities will lack enforceable tools to address problematic behaviour by council members, particularly conduct occurring outside of formal council meetings. ◆ There is no interim mechanism for accountability, which is especially concerning given the unknown timeline for the creation of a potential provincial integrity commissioner. ◆ The repeal undermines municipal autonomy and self-governance by removing a mechanism to address internal issues at the local level.

Code of Conduct and Meeting Procedures: RMA Quick Analysis

The decision to completely eliminate codes of conduct is significant. While this decision will likely be viewed as a positive by some councils and councillors and a negative by others, it removes any formal accountability mechanism related councillor conduct outside of meetings and limits the ability of municipal staff and the public to raise concerns with the conduct of a councillor. RMA's existing position was that the code of conduct process included significant weaknesses and required improvements related to the investigation and sanctioning process; however, RMA did not advocate for nor expect codes of conduct to be eliminated completely.

The Minister of Municipal Affairs has stated an intent to engage with municipal stakeholders on the possible creation of a provincial integrity commissioner to play a yet-to-be-determined role related to council governance and conduct issues. While this may in the long run enhance the quality of municipal governance, nothing is known about the timing of the engagement process, the likelihood of such a body actually being created, responsibility for costs associated with such a body, or what (if any) internal municipal processes will replace codes of conduct as a local tool to identify and direct governance or conduct concerns to an integrity commissioner. While RMA sees pros and cons to codes of conduct, integrity commissioners, and moving forward with no specific council conduct accountability mechanism, the current approach is quite confusing in that it suggests that there is merit to some sort of accountability regime but leaves municipalities with no available process immediately before and (likely) immediately following an election, when it could be argued the risk of council conduct issues may be highest.

The change to empower the Minister to develop procedural orders that must be applied in all municipalities is, according to Municipal Affairs staff, intended to partially off-set the elimination of codes of conduct by allowing the Minister to mandate certain complaint or dispute resolution processes within council meetings. RMA is concerned with this approach for two reasons:

- ◆ This change makes it further unclear why codes of conduct were removed. If the Minister sees a need to prescribe processes in municipal councils to address council conduct, why not just maintain codes of conduct, perhaps with a narrower scope?
- ◆ Unlike codes of conduct, which were mandatory for all municipalities to have but could be customized based on local priorities, the change to S. 145 allows the Minister to undermine local autonomy by requiring municipalities to follow very specific meeting processes, even if they are not well-suited to their council structure or dynamics.

RMA expects that the Government of Alberta will engage with municipal stakeholders on changes to meeting procedures. This will be crucial to ensure any ministerial orders are as narrow and unobtrusive as possible.

Chief Administrative Officer (CAO) Accountability

CAO Provisions, S. 205 and 206

Previous Status	Amended Status	Summary/Analysis
<p>S. 205(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.</p> <p>(3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.</p>	<p>S. 205(2) Every council must appoint one person to carry out the powers, duties and functions of the position of chief administrative officer.</p> <p>(3) Repealed.</p>	<p>This amendment creates a consistent, singular CAO role in all municipalities across the province.</p>
<p>No previous provision.</p>	<p>S. 206(1.1) A council may not pass a bylaw that varies the requirement of a majority referred to in subsection (1).</p> <p>(1.2) Any provision in a bylaw that varies the requirement of a majority referred to in subsection (1) is repealed on the coming into force of subsection (1.1).</p>	<p>S. 206 addresses the appointment, suspension, and revocation of a CAO by majority vote.</p> <p>The amendments cement a majority vote requirement for appointment, suspension, or revocation of the person in the CAO position.</p>

Use of Natural Person Powers, S. 208

Previous Status	Amended Status	Summary/Analysis
<p>No previous provision.</p>	<p>S. 208(3) The chief administrative officer must report to council in writing within 72 hours after the chief administrative officer exercises the municipality's natural person powers under S. 202(1).</p>	<p>RMA has heard several concerns from member municipalities regarding the potential implications of the proposed changes:</p> <ul style="list-style-type: none"> ◆ The concept of "natural person powers" is broad, encompassing most day-to-day administrative activities (e.g., hiring, contracts, legal settlements, and others). ◆ Requiring a written report to council within 72 hours for each exercise of these powers would significantly increase administrative burdens and blur the lines between governance and operations. ◆ There is a risk of increasing political interference in administrative processes linked to the increased reporting. ◆ It is unclear how this provision would be enforced, or whether non-compliance could be grounds for dismissal "for cause." <p>Importantly, RMA is not aware of any other jurisdiction with similar reporting requirements tied to natural person powers, suggesting this provision is both novel and untested in the municipal governance context.</p> <p>Further, the interplay between the requirement in s. 208.1(1) for CAOs to share responses to individual councillor information requests with council within 72 hours and the natural person power notification rule is unclear and could result in redundant or conflicting obligations.</p>

CAO Duty to Provide Information to Councillors, S. 208.1

Previous Status	Amended Status	Summary/Analysis
<p>No previous provision.</p>	<p>S. 208.1(1) ...where a councillor requests information from the chief administrative officer or designate, the information must be provided as soon as is practicable.</p> <p>S. 208.1(2) Where the requested information is personal or confidential information, the chief administrative officer designate may refuse to provide the information.</p> <p>S. 208.1(3) Where the chief administrative officer or designate provides information to a councillor, the information must be provided to all other councillors within 72 hours of the information being provided to the councillor.</p> <p>S. 208.1 (4) The chief administrative officer or designate must provide reasons to all councillors for refusing to provide the information requested under subsection (1).</p>	<p>Councillors are already authorized to obtain information about the operation or administration of the municipality from the CAO or designate under s. 153(d) of the MGA. This amendment requires the CAO or designate to provide that information to a councillor, unless it involves personal or confidential details that cannot legally be shared. Any information shared must also be given to the rest of council within 72 hours. The CAO must provide reasons to all councillors if specific information cannot be shared.</p> <p>Under the amendments, the Minister can create regulations regarding how the information is provided, and additional factors for determining whether to refuse a request.</p> <p>It is unclear as to the meaning of some of the conditions in s. 208.1(2) that the CAO or designate must consider when determining whether to share confidential information. In particular, the addition of s. 208.1(2)(d), which states that the CAO/designate may consider “any other relevant factor” risks creating confusion among administration and council and may pose a liability risks to the CAO/designate if they inadvertently do not consider a “relevant factor” and share personal information that they should not.</p>

Chief Administrative Officer (CAO) Accountability: RMA Quick Analysis

The changes related to CAO reporting requirements appear to be based on a perceived need for CAOs to provide a broader scope of information to councils in a more streamlined manner. While there is no question that mutual accountability, transparency, and sharing of information is crucial to a strong council-administration relationship, some of the changes made in this area are extremely broad and present a risk of creating unrealistic reporting expectations and an administrative burden on CAOs.

RMA is especially unclear on the practical application of s. 208(3), requiring the CAO to continually report on any use of natural person powers. The MGA (s. 1(f)) defines “natural person powers” as “the capacity, rights, powers and privileges of a natural person.” While most analysis and summary of Bill 50 to this point has equated natural person powers with actions such as signing contracts and hiring or firing employees, the MGA definition is sufficiently broad that the change could be interpreted as requiring CAOs to report on every single action, task, decision, or conversation they undertake. A broad interpretation such as this would make the requirement virtually impossible to fulfill, and even a narrower interpretation focused on more formal and impactful actions would be onerous; in discussions with several CAOs on this issue, RMA has heard anecdotal estimates that CAOs exercise natural person powers between 20 and 100 times a day. In addition to the practical challenges this change would present, the lack of detail as to what is meant by “report” in s. 208(3) is likely to cause additional confusion. Take, for example, a situation in which a CAO hires a new employee. Some would interpret the change as simply requiring the CAO to report that they hired an employee, while others could interpret it as requiring that council be informed of the employee’s name, position, salary, resume, interview evaluation, etc. RMA assumes this is not the intent, but it is a valid interpretation as written.

RMA supports ongoing engagement between Municipal Affairs and municipal stakeholders, including municipal administrator associations, to assess and seek improvements to the council-CAO relationship. In some cases, this could include legislative changes to enhance CAO accountability and transparency. Unfortunately, to RMA’s knowledge, the changes in this area in Bill 50 were not based on such consultation and pose a high risk of creating more confusion, red tape, and conflict in some municipalities. At minimum, they will likely increase the workload of CAOs and provide an unclear benefit to councils.

Authority of Official Administrators

Expansion of Rights and Responsibilities of Official Administrators, S. 575(2)

Previous Status	Amended Status	Summary/Analysis
<p>S. 575(2) So long as the appointment of an official administrator under this section continues,</p> <p>(a) no bylaw or resolution that authorizes the municipality to incur a liability or to dispose of its money or property has any effect until the bylaw or resolution has been approved in writing by the official administrator, and</p> <p>(b) the official administrator may at any time within 30 days after the passing of any bylaw or resolution disallow it, and the bylaw or resolution so disallowed becomes and is deemed to have always been void.</p>	<p>S. 575(2)(c) the official administrator</p> <p>(i) must be notified by council of any regularly scheduled or special council meetings,</p> <p>(ii) may be present during all meetings of council that are closed to the public except where matters subject to legal privilege are being discussed,</p> <p>(iii) may direct the municipality to provide a copy of any records, except records subject to legal privilege, in the municipality's possession to the official administrator within the time specified by the official administrator, and</p> <p>(iv) must sign or authorize agreements, cheques and other negotiable instruments of the municipality or council in addition to the person signing or authorizing those agreements, cheques and other negotiable instruments under section 213(4).</p>	<p>The amendments dictate an official administrator:</p> <ul style="list-style-type: none"> ◆ Must be notified of any council meetings ◆ May be present for any meeting of council that is closed to the public except in cases of legal privilege ◆ Is authorized to direct the municipality to provide a copy of any records, except records that are subject to legal privilege ◆ Must sign or authorize agreements, cheques, and other negotiable instruments of the municipality in addition to the person authorizing <p>An official administrator is typically appointed in situations where a municipality is facing significant governance or other challenges. Expanding the administrator's existing powers to ensure they have adequate access to – and involvement in – council meetings and have an expanded role in administrative and financial matters, will ensure they can more effectively support continued municipal governance and operations.</p>

Authority of Official Administrators: RMA Quick Analysis

RMA generally agrees with the Bill 50 changes related to the authority of official administrators. RMA's recent post-dissolution impacts study included a recommendation for an automatic appointment of an official administrator (in a supervisory role) for situations in which municipalities have been voted to dissolve, but prior to the actual date of dissolution. The intent of this recommendation is to ensure the council does not make any material financial decisions that will negatively impact the financial state of the absorbing municipality. While Bill 50 does not make the appointment of an official administrator mandatory in such cases, the expansion of the information to be shared with official administrators and their presence at meetings will ensure they are able to exercise their role more effectively when they are appointed in such situations.

Regulation Making Authority

Defining “Public Interest” and “Policy of Government”, S. 179.2 and S. 603.02

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 179.2 The Lieutenant Governor in Council may make regulations defining “public interest” for the purposes of this Division.	<p>This new provision links to s. 179.1, added through Bill 20 in 2024. S. 179.1 empowers Cabinet to direct a vote to dismiss a councillor if they deem the dismissal to be in the “public interest”. The section does not define “public interest”, allowing the Minister to update the definition through regulation.</p> <p>While Municipal Affairs has indicated that they do not plan to utilize this regulation-making power in the near future, the threat remains, and RMA continues to be opposed to the inclusion of this Cabinet power as it is an infringement on local autonomy. RMA’s original 2024 analysis of s. 179.1 stated, in part, the following:</p> <p>“This change allows the Government of Alberta to wield a constant ‘hammer’ over councillors that speak out against provincial policy, or potentially that disagree with their council colleagues on issues with provincial significance.”</p>
No previous provision.	S. 603.02 The Lieutenant Governor in Council may make regulations defining “policy of the Government” for the purposes of section 603.01(e).	<p>This new provision links to s. 603.01, added through 2024’s Bill 20. S. 603.01 empowers Cabinet to order a municipality to amend or repeal a bylaw for several reasons, including if, in Cabinet’s opinion, the bylaw does not align with a “policy of the Government.” This provision would allow the Minister to develop a regulation to define “policy of the Government.”</p> <p>Municipal Affairs has indicated that they intend to develop a regulation under s. 603.02 in the near future. However, RMA continues to oppose the initial inclusion of s. 603.01, as it undermines municipal autonomy. RMA’s original 2024 analysis of s. 603.02 stated, in part, the following:</p> <p>“S. 603.01 challenges local autonomy and municipal decision-making, and provincial intervention could create significant issues for rural municipalities if left unchecked. Giving the province the power to change or repeal bylaws that they disagree with is contrary to the grassroots, conservative, anti-red tape values that this provincial government claims to stand for; based on the RMA’s interpretation, the clause allowing repeal based on misalignment with ‘provincial policy’ allows for exactly this.”</p>

Regulation Making Authority: RMA Quick Analysis

RMA remains opposed to the Bill 20 addition of Cabinet powers that could force a vote to remove councillors and to unilaterally repeal and amend bylaws. The fact that these powers were inserted into the MGA before defining the circumstances in which they could be used is troubling in itself. RMA is also concerned that the most impactful and complex definitions will be developed through regulation, which undermines the democratic process that should be reviewed to develop or amend such contentious terms. While defining “public interest” and “policy of the Government” may have the effect of limiting when Cabinet can exercise these provisions, an overly broad definition in the regulation would allow for significant government over-reach. RMA continues to question the need for these powers, as well as the inclusion of these “catch-all” clauses associated with each, especially when both sections of the Act already include a more specific list of circumstances in which the powers can be exercised by Cabinet.

Changes to the Local Authorities Election Act

Voting, Recounts, Withdrawal, and Campaign Finances

Candidate Withdrawal, S. 32

Previous Status	Amended Status	Summary/Analysis
<p>S. 32(1) A person nominated as a candidate may withdraw as a candidate at any time during the nomination period.</p> <p>(2) At any time within 24 hours after the close of the nomination period, if more than the required number of candidates for any particular office are nominated, any person so nominated may withdraw as a candidate for the office for which the candidate was nominated by filing with the returning officer a withdrawal in writing.</p>	<p>S. 32 An individual nominated as a candidate may, at any time during the nomination period or within 24 hours after the close of the nomination period, withdraw as a candidate for the office for which the candidate was nominated by filing a withdrawal in writing with the returning officer.</p>	<p>The amendment removes the legislative requirement that there be more than the required number of candidates for any particular office to permit a party to withdraw as a candidate. This would also, presumably, remove the requirement that there be a minimum number of candidates to hold an election (assuming the number is above 1).</p> <p>RMA is unclear as to the problem this amendment is intended to address. It would appear that this change could cause new challenges by allowing candidates to withdraw after nomination closes even if it results in fewer than the required number of candidates running. RMA's interpretation of this change is that it would allow a candidate to withdraw even if they are the only person running for a position. If this is the case, it is unclear whether the returning officer would be permitted to reopen nominations under s. 31(1).</p>

Voting, S. 48.1, 49, 78, and 84.1

Previous Status	Amended Status	Summary/Analysis
<p>No previous provision.</p>	<p>S. 48.1(1) This section applies to an election held in 2025 or 2026 in a local jurisdiction in the same area as the Municipality of Jasper.</p>	<p>The provisions in s. 48.1 lay out the scheme for permitting displaced Jasper residents to vote or be nominated in the upcoming municipal election in October. The individual must have been a resident of Jasper prior to July 22, 2024, and provide a statement that they are still displaced because of the 2024 wildfires, and that they intend to return to Jasper as soon as reasonably practical. The individual must also meet the proof of elector eligibility requirements outlined in s. 53.03.</p>
<p>S. 49(8) No candidate, official agent or scrutineer shall take a photograph or make a copy of the permanent electors register.</p>	<p>S. 49(7.1) Only a returning officer may use a permanent electors register and only as it relates to the exercise of a power or performance of a duty of a returning officer under this Act.</p> <p>(8) For greater certainty, a candidate, official agent or scrutineer shall not access or use the permanent electors register, including, without limitation, taking a photograph or making a copy of the register.</p>	<p>The amendments are made in line with the creation of the “permanent electors register”, the catalog of registered voters in Alberta.</p> <p>The addition restricts the power of officers to those listed under the LAEA. The amendment changes the language of s. 49(8) to explicitly include new designations and emphasizes the restriction of sharing or possessing personal information.</p> <p>This is an important amendment to protect the privacy of voters and ensure that candidates cannot use the register to contact or access the personal information of voters.</p>

<p>No previous provision.</p>	<p>S. 49.1 A municipality that prepares a permanent electors register in accordance with s. 49 must, on request, provide a copy of the permanent electors register to another elected authority in the same area.</p>	<p>This permits the sharing of voter data with elected officials/authorities within the municipality.</p> <p>The LAEA defines “elected authority” as a municipality or school board, so this is presumably intended to allow those entities to share voter registry information. It is unclear why the new section uses the term “area,” as this seems unnecessarily broad and could be interpreted by some as allowing sharing across municipal boundaries.</p>
<p>S. 78(1) The deputy, at the request of an elector who is unable to vote in the usual manner, shall mark the vote of that elector on the elector’s ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.</p>	<p>S. 78(1) The deputy, at the request of an elector who is unable to vote in the manner prescribed by this Act and, if an elector assistance terminal is available, who does not elect to vote by that means, shall mark the vote of that elector on the elector’s ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.</p>	<p>The amended section contemplates the voting process inclusive of an elector who uses or could use an elector assistance terminal when available.</p>
<p>No previous provision.</p>	<p>S. 84.1 Enables the use of “elector assistance terminals” in the LAEA. The amendment allows for the use of a device that allows individuals with disabilities to more effectively and privately register their vote.</p>	<p>It remains with the municipality to pass a bylaw permitting the taking of votes through this method. If a bylaw is passed, the terminal must allow for an independent vote, must not be connected to any network, must create a paper ballot to be cast, allow the vote to be verified before it is cast, and does not enable the choice to be known to election officers.</p> <p>RMA supports the intent of this amendment. However, it is currently unclear to RMA whether these terminals are widely available, the types of terminals that may be available, as well as the cost of purchasing and operating. RMA expects that the Government of Alberta would support municipalities in procuring terminals that meet the specific requirements outlined in s. 84.1 to ensure equitable access to voting across the province.</p>

Recounts, S. 98

Previous Status	Amended Status	Summary/Analysis
<p>S. 98 previously allowed a returning officer to conduct a recount if there were reasonable grounds to suspect an error in the vote count, including questionable ballots, administrative or technical errors, or close results. A mandatory recount was triggered if the vote margin was within 0.5% under specific conditions and a qualified candidate applied within 44 hours after polls closed. The process included notification of affected parties, a manual count of ballots, and re-sealing of the ballot box. The recount had to be completed before official results were declared or within 96 hours for bylaws or questions.</p>	<p>S. 98 maintains similar criteria for when a returning officer may or must conduct a recount but splits the recount process into clearer sections. Recounts may occur if there are reasonable concerns over the count, administrative error, or potentially outcome-altering ballot issues, with applications required within 44 hours. Recounts are mandatory when the vote margin is within 0.5% and requested by an eligible candidate within 72 hours of results being posted. The recount procedure is detailed, requiring 12 hours' notice to affected parties, manual counting, and proper resealing of the ballot materials.</p>	<p>The amendments clarify and streamline recount procedures while retaining core principles. Applicants must still demonstrate reasonable belief of an inaccurate count, and recounts remain dependent on how close the vote margin is and/or the presence of errors. The amendment clearly separates discretionary and mandatory recounts and extends the recount request window for close results from 44 to 72 hours. Deadlines for completing recounts remain in place.</p>

Political Party Campaign Finances (Specific to Edmonton and Calgary), S. 147

Previous Status	Amended Status	Summary/Analysis
<p>S. 147.1 defined “campaign expense” strictly as expenses or non-monetary contributions used to directly promote or oppose a candidate during the campaign period. A “candidate” was an individual either nominated or intending to be nominated for municipal election. “Contribution” referred to money, property, or services given to benefit a campaign without fair compensation, excluding volunteer services. Contributions were valued at fair market rate, and if sold below that rate, the discount counted as a contribution. Prohibited organizations, like school boards, could not contribute.</p>	<p>S. 147.1 expands “campaign expense” to include expenses by local political parties or slates in addition to individual candidates. The definition of “candidate” and “contribution” is updated to reflect this broader scope, now applying to both candidates and local political parties. A new term, “endorsed candidate,” is introduced to recognize those officially backed by political parties. The valuation of non-monetary contributions and rules for discounted services remain consistent but now apply to both candidates and political parties. School boards are still considered prohibited organizations.</p>	<p>The amendments broaden the framework of election finance by formally recognizing local political parties and their role in campaign spending and contributions. The definition of “contribution” shifts subtly in legal nuance: by replacing “for the benefit of” with “in respect of,” the amended legislation may loosen restrictions on how donated resources are used, potentially allowing spending on uses loosely related to the campaign. Introducing “endorsed candidate” aligns with the formalization of political parties at the municipal level, signaling a shift toward more party-based local elections.</p> <p>RMA plans to undertake further analysis on this change. However, any amendment that provides a party-affiliated candidate with a financial advantage over a non-party-affiliated candidate undermines election fairness. One of RMA’s primary concerns with the introduction of political parties in Edmonton and Calgary – and potentially province-wide in future elections – is that it would result in inequities related to financial capacity and resource-sharing among candidates. If candidates choose to align with a party, they should do so based on common views or priorities, not because it will provide them with a financial or resource advantage.</p>
<p>S. 147.13(2) Every candidate and every person acting on behalf of a candidate shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.</p>	<p>S. 147.13(2) A candidate, a local political party and a person acting on behalf of a candidate or a local political party shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.</p>	<p>The amendment addresses the responsibility of contributors. The substitution in the opening sentence expands the application of S. 147.13 from candidates and their election team to that of the candidate, their election team, and their local political party. They are now mutually responsible for ensuring that any individual contribution is within the set limit. This amendment also further entrenches the presence of local political parties in the Act.</p>

<p>No previous provision.</p>	<p>S. 147.25 allows unrestricted transfers of money, real property, goods, services, or campaign-related debt between a local political party and one of its endorsed candidates. These transfers are explicitly excluded from being classified as contributions or campaign expenses under the Act. However, all transfers must be recorded with details of the source and amount and included in the required disclosure statements for both the candidate and the party. Any monetary transfers must be deposited into the candidate’s campaign account.</p>	<p>The amendment introduces a significant shift by permitting unlimited financial and non-financial transfers between local parties and their candidates, which are not treated as campaign contributions or expenses. While transparency is maintained through mandatory disclosure, the exclusion from traditional financial reporting categories may obscure the true scale of campaign financing.</p> <p>While RMA noted above a need to undertake further analysis on changes to s. 147.1 to determine its impact on the advantages afforded to party-affiliate candidates, the inclusion of s. 147.25 appears much clearer and more concerning from a candidate equity perspective.</p> <p>Based on RMA’s interpretation, this section would allow political parties to distribute financial resources to candidates that they have collected at the party level. The use of the term “between” indicates that candidates may transfer collected candidate contributions to the party, which may subsequently transfer them to other candidates. This would appear to open a massive loophole in which a party could run a large number of candidates as a means to collect campaign contributions, which could then be funneled through the party to a small number of “star” or high-priority candidates, affording them virtually unlimited financial resources. RMA plans to undertake further analysis on this change to confirm this interpretation. If correct, this creates a massive “unlevel playing field” between party-affiliated and non-party-affiliated candidates.</p>
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Voting, Recounts, Withdrawal, and Campaign Finances: RMA Quick Analysis

While some of the changes made to the LAEA appear focused on better clarifying existing processes (recount changes) or addressing gaps in previous changes (allowance of elector assistance terminals as an exception to previous Bill 20 ban on electronic vote tabulators), others in relation to the likely expansion of political parties to all municipalities in 2029 are highly concerning. While the decision to permanently instill political parties is officially expected to be based on the outcomes of piloting political parties in Calgary and Edmonton, based on the further amendments being made to the LAEA to contemplate political parties, it appears likely to move forward.

RMA's initial input to Municipal Affairs in relation to political parties emphasized the importance of ensuring a candidate does not receive an unfair financial advantage through affiliating with a party. Specifically, RMA stated the following:

No candidate should receive a financial benefit (in the form of increased contribution or expense limits) from running under a party banner. For example, if three candidates from the same party run in a municipality, they should not be permitted to pool or combine their expense limits; expenses must be tracked for each individual candidate. Parties should also be expressly prohibited from pooling expense limits across municipalities. Not doing so could allow a party to run "dummy" candidates in a non-priority municipality and transfer their expense limit space to candidates in high-priority municipalities.

In addition to not allowing candidates within parties to pool expense limits, parties themselves should not have a separate expense limit beyond individual candidates. Presumably, one advantage of parties would be procuring campaign materials (signs, etc.) at a lower price for individual candidates. While this is reasonable, parties cannot be permitted to incur direct campaign-related expenses on behalf of their candidates that are not captured under an individual candidate's campaign expenses.

Unfortunately, the changes in Bill 50 appear to allow for the opposite of what was proposed by RMA. There is a significant risk that this amendment will permanently change the "local" nature of municipal elections moving forward, even in small and rural municipalities (if political parties proceed provincewide) and could have impacts well beyond the campaign and election process itself by creating financial "arms races" among parties and leaving party-affiliated councillors beholden to large donors when making council decisions.

Changes to the New Home Buyers Protection Act

Warranty Coverage and Process Amendments

Coverage, Exemption, and Appeals, S. 3, 7, and 17

Previous Status	Amended Status	Summary/Analysis
<p>S. 3 of the New Home Buyers Protection Act (NHBPA) required that new homes be registered and covered by a home warranty insurance contract before construction began, unless exempted by the Registrar under specific conditions such as undue hardship. It also required warranty coverage to be in place before a home could be sold during or after construction. Coverage start dates varied based on ownership and construction type. Builders had to offer optional additional coverage, and sellers needed to disclose warranty details to prospective buyers.</p>	<p>S. 3 maintains the requirement for registration and warranty coverage but tightens the process for exemptions. Owner-builders may still be authorized to build without coverage, but a caveat must now be registered against the title, making the lack of coverage publicly visible. Key provisions from the Land Titles Act no longer apply to these caveats, which can only be removed through specific legal mechanisms. The exemption for undue hardship has been repealed, strengthening enforcement of warranty requirements and increasing transparency.</p>	<p>The amendments centralize and reinforce warranty requirements by eliminating subjective exemptions and introducing clear title registration requirements. The Registrar has expanded authority to impose conditions on owner-builders and register caveats against uninsured builds which should provide the public notice of risk. This may improve buyer protection by ensuring home warranty status is visible and regulated. Builders may be able to seek exemptions from these requirements for undue or financial hardship; this may allow builders to continue with their build uninsured.</p> <p>RMA does plan to undertake further analysis to understand if and how these changes will impact owner-builders as well as projects in rural or isolated areas where procuring home building services is already difficult. RMA has previous resolutions seeking clearer exemptions for warranties in cases where they will cause undue hardship or in which owners have clearly stated a preference to proceed without a warranty. While these changes may increase certainty for owners interested in a warranty, they may limit autonomy for those that are not.</p>

<p>No previous provision.</p>	<p>S. 3.01 sets out conditions under which a new home under construction can be sold. A person must not sell or offer to sell a new home unless it has valid home warranty coverage for the protection period, or the seller has obtained both an exemption and written permission from the Registrar. Sellers must also provide buyers with a disclosure notice about the warranty status. Exemptions may be granted by the Registrar in cases of undue or financial hardship. If an exemption is granted, a caveat must be registered on the land title indicating the lack of coverage, which can only be discharged under s. 3.02.</p>	<p>The amendments ensure that owner-builders cannot list or sell new homes without home warranty coverage unless exceptional circumstances apply, and they receive written approval from the Land Titles Office (LTO). While the option for exemptions based on hardship is a necessary flexibility, the lack of a clear definition for "undue hardship" introduces uncertainty and potential overuse or underuse, depending on the Registrar's interpretation. Caveat-related provisions clarify that exemptions are registered separately from standard processes under the <i>Land Titles Act</i>.</p>
<p>S. 5(1) Subject to section 6, the Registrar may, on application, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder</p> <p>(a) registers the new home with the Registrar,</p> <p>(b) meets the prescribed criteria, and</p> <p>(c) pays the required fees, if any.</p>	<p>S. 5(1) Subject to section 6, the Registrar may, in accordance with the regulations, if any, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder in respect of a new home</p> <p>(a) registers the new home with the Registrar,</p> <p>(b) meets the prescribed criteria, and</p> <p>(c) pays the required fees, if any.</p>	<p>Section 6 lays out the scenarios in which the LTO may refuse an owner builder their authorization to build a new home.</p> <p>This amendment requires the LTO to comply with regulations affecting the application instead of internal policy decision-making.</p>

<p>S. 17(1) A person</p> <p>(d) whose application under section 3(5) for an exemption from section 3(2) on grounds of undue hardship has been refused,</p>	<p>17(1) A person</p> <p>(d) whose application for an exemption under section 3.01(2) has been refused,</p> <p>(d.1) who is affected by any of the following decisions:</p> <p>(i) the Registrar’s refusal to provide the person with the written permission referred to in section 3.01(1)(a)(ii)(B) or 3.1(8);</p> <p>(ii) the Registrar’s determination that the exemption under section 3.1(2) or (3) does not apply to the person;</p> <p>(iii) the Registrar’s determination under section 8(5)(a) as to whether a building or a portion of a building, or a proposed building or a portion of a proposed building, is a new home to which this Act applies or is exempt from the application of this Act.</p>	<p>Several provisions are now subject to appeal under Section 17 of Part 5 – Appeals. Appeals may now include decisions from the LTO to reject or affirm exemptions on home warranty coverage due to hardship, permission to sell without coverage, restrictions from rental use, designation caveats, approvals to rent out properties, and the application of the Act to proposed buildings.</p>
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Warranty Coverage and Process Amendments: RMA Quick Analysis

The recent amendments to the NHBPA significantly restructure the warranty coverage process, with implications for rural municipalities across Alberta. By mandating registered home warranty coverage and restricting exemptions, these changes aim to enhance transparency and consumer protection – particularly through the use of caveats that notify potential buyers of warranty status. For rural and remote communities, however, where access to homebuilders and warranty providers is often limited, the amendments may unintentionally increase barriers to home construction. While the goal of buyer protection is commendable, it must be balanced against the realities of rural development, where flexibility is often necessary.

Owner-builders are now subject to stricter conditions, including expanded authority granted to the Registrar and new registration requirements through the Land Titles Office (LTO). The elimination of subjective exemptions such as those based solely on financial hardship may create challenges for rural residents with limited resources. While exemptions remain possible under the "undue hardship" clause, the lack of clarity around this definition could lead to inconsistent application and uncertainty. The RMA supports further analysis and stakeholder consultation, particularly to assess the long-term impacts on rural housing availability and to ensure that the needs of rural owner-builders are adequately reflected in legislation.

Changes to the Safety Codes Act

Safety Codes Council

Appointments and Duties, S. 16, 18

Previous Status	Amended Status	Summary/Analysis
<p>S. 16(4) The persons appointed to the Council by the Board of Directors must include persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment.</p> <p>(5) The Board of Directors shall ensure that representatives of municipalities, business, labour and persons with disabilities are appointed to the Council from among the persons described in subsection (4).</p>	<p>S. 16(4) The persons appointed to the Council by the Board of Directors must include</p> <p>(a) persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment, and</p> <p>(b) persons who are experts in or have experience with new home warranty coverage under the New Home Buyer Protection Act.</p> <p>(5) For the purpose of subsection (4), the Board of Directors shall ensure that</p> <p>(a) representatives of municipalities, business, labour and persons with disabilities are appointed from</p>	<p>Members of the Safety Codes Council include experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The amendments stipulate that appointees are now required to have experience with home warranty coverage under the NHBPA, in addition to the previously listed areas. This has the potential to reduce the number of qualified candidates but would promote candidates with more experience in home warranty coverage.</p>

	among the persons described in subsection (4)(a), and (b) representatives of builders, warranty providers, insurers and homeowners are appointed from among the persons described in subsection (4)(b) with respect to the Council's duty to provide advice and recommendations referred to in section 18(d.01).	
No previous provision.	S.18 The Council... (d.01) shall provide advice and recommendations to the Minister responsible for the New Home Buyer Protection Act if a request is made under section 8.01 of that Act.	The amendments allow the Minister to seek advice from the Safety Codes Council regarding the topics listed in s. 8.01 of the NBHPA, including the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder.

Safety Codes Council: RMA Quick Analysis

Members of the Safety Codes Council include experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The amendments stipulate that appointees are now required to have experience with home warranty coverage under the NHBPA, in addition to the previously listed areas. This has the potential to reduce the number of qualified candidates but would promote candidates with more experience in home warranty coverage.

The amendments allow the Minister to seek advice from the Safety Codes Council regarding the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder.

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Barrhead & District 4-H Beef & Sheep Committee

c/o Nancy Mahar

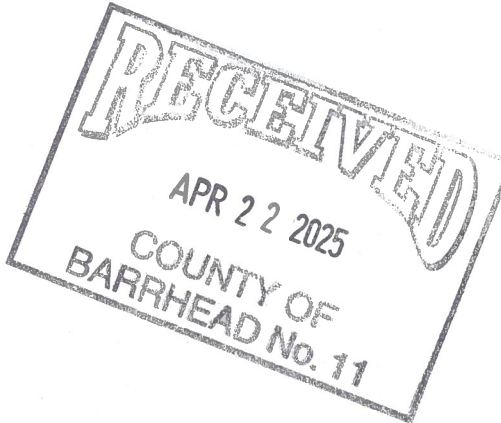
Box 13

Bloomsbury, Ab T0G 0G0

County of Barrhead No 11

5306-49th Street

Barrhead, Ab T7N 1N5



Attn: Reeve, Doug Drozd & County Council

Re: Barrhead & District 4-H Beef & Sheep Achievement Day

It is that time of year again when the Beef & Sheep Committee is busy planning and making arrangements for the Beef & Sheep Achievement Day. The committee would like to invite you to attend our 61st Annual Achievement Day and we would be honoured if you would be willing to say a few words to the 4-H members at the opening ceremonies. Our members always appreciate the feedback they receive from our distinguished guests.

Our Achievement Day is being held on **May 26, 2025** at the Barrhead Ag Barn.

Opening Ceremonies will start at 9:00am with the show starting at 9:30am.

Please advise myself at the address above, phone or text me at (780) 674-7305 or email me at nancy.mahar@hotmail.com to let me know if you will be able to attend this day. I look forward to hearing from you in regards to this event and do hope that your schedule will allow you to attend.

Sincerely,

Nancy Mahar

Barrhead & District Beef & Sheep Council



Board of Trustees
Sherry Allen
Victoria Kane
Judy Lefebvre
Maureen Schnirer
David Truckey
Superintendent
Brett Cooper



April 22, 2025

Michael Botros
Regional Director, North-Central and Fort McMurray Regions
Alberta Transportation and Economic Corridors
PO Box 4596; 4601 63 Avenue
Barrhead, Alberta T7N 1A5
via e-mail to michael.botros@gov.ab.ca

Dear Michael,

On behalf of Pembina Hills School Division, I am writing to express our sincere gratitude for your decision to install enhanced visibility speed signs in the school zone at Dunstable School. This improvement will significantly impact the safety of our students who travel to and from school each day.

As you may know, our division has been increasingly concerned about traffic safety around our schools, particularly vehicles speeding through school zones and failing to stop for school buses when their red lights are flashing and stop signs extended. Your department's prompt response to this safety concern demonstrates a genuine commitment to the well-being of Alberta's students. We would also like to acknowledge the valuable support of the County of Barrhead, particularly the Council, Debbie Oyarzun, and Shaye Guy, who advocated on our behalf and facilitated meetings that ultimately led to this positive outcome.

The new signage will serve as an important visual reminder for drivers to reduce their speed in school zones, creating a safer environment for our students, staff, and community members. Initiatives like this are vital as we work together to cultivate a culture of road safety and responsibility.

We are grateful for your leadership in approving and funding this safety measure. Your decision reflects the importance of prioritizing student safety in our communities.

Regional Office

5310 - 49 Street, Barrhead, AB T7N 1P3 • www.pembinahills.ca
P 780.674.8500 • F 780.674.3262 • Toll Free 1.877.693.1333

TOGETHER WE LEARN

Thank you again for your support of our schools and students.

Sincerely,

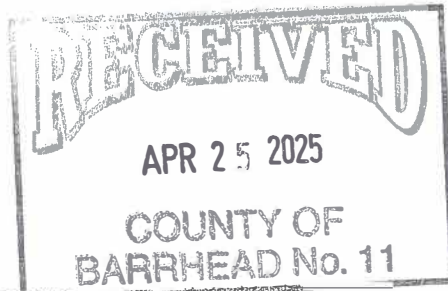
A handwritten signature in black ink, appearing to read 'DT' or similar initials, written in a cursive style.

David Truckey
Board Chair

cc: County of Barrhead Council
Debbie Oyarzun, Chief Administrative Officer, County of Barrhead
Shae Guy, Community Peace Officer, County of Barrhead



April 21, 2025



PO Box 87
Blue Ridge, AB
T0E 0B0

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RE: 2025 WOODLANDS OPEN HOUSE

Blue Ridge Lumber Inc. invites you to attend our public “open house” to share forestry operating plans for the year ahead. The website provides the public and stakeholders with the opportunity to review our company’s planned activities in timber harvesting, hauling, reforestation, and herbicide treatment for the 2025-2026 forestry year.

Public stakeholder input is gathered and utilized to influence operations where site specific concerns are identified such as trails, camping areas, recreation areas, etc. It is also an opportunity to find out more about general forestry planning and operational practices.

We would like to invite you to visit our public open house, to discuss our 2025-2026 programs and to provide input into plans for the following activities. If you are unable to attend in person, we also invite you to visit the website below to view our 2025-2026 plans:

<https://www.westfraser.com/sustainability/forest-management>

Dates and Locations

- May 5 – Edson Repsol Place 5pm-8pm**
- May 6 - Whitecourt Allan and Jean Millar Centre 5pm-8pm**
- May 7- Fox Creek Multiplex. 5pm-8pm**
- May 8 – Swan Hills Community Club 5pm-8pm**

- Road Development
- Harvesting
- Reforestation
- Purchase Wood
- Manual Tending
- Vegetation Management

The Vegetation Management program will use glyphosate herbicide, applied by helicopter and manually from August 15th through to September 21st on Blue Ridge Lumber’s FMA, R15 and W15 Quota areas.

If you have any questions, please contact Dane Webster at (780) 648-6360 or Dane.Webster@westfraser.com. Any questions regarding herbicide please contact Sydney Leddy at (780)648-6266

Yours Truly,

BLUE RIDGE LUMBER INC.

DANE WEBSTER, RPFT
PLANNING SUPERVISOR

Regular Board Meeting Minutes
Thursday, March 20th, 2025

Present	<p>Leslie Penny – Chair Jean Loitz – Vice Chair Albert Mast – Secretary/Treasurer Karen Pronishen – Executive Director Kay Roberts – Finance Terese Koch – Recording Secretary</p> <p>Paul Properzi, Anthony Oswald, Doug Drozd, Sally Littke, Kavitha Kamalahasan</p>	
Absent/ Regrets	Dausen Kluin, Peter Kuelken, Tom Carroll	
	<p>1) Call to Order: The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order by Leslie Penny at 9:33 am.</p>	
25/03-01	<p>2) Acceptance of Agenda – Additions/Deletions Addition – New Business – c) Food Drive</p> <p>Moved by Paul Properzi to accept the agenda with the addition of Food Drive to New Business. Seconded by Sally Littke.</p>	Carried
	<p>3) Board Delegation/Presentation</p> <ul style="list-style-type: none"> Program Coordinator – Leah Jackson (please see attachment for information on her presentation) 	
25/03-02	<p>4) Items for Approval</p> <p>a) Moved by Sally Littke to accept the minutes of the regular Board meeting for Barrhead and District FCSS Society from February 20th, 2024. Seconded by Jean Loitz.</p>	Carried
25/03-03	<p>b) Financial Statements. Moved by Doug Drozd to accept, as presented, the financial statements for the 80/20 General Account, Community Account, and Casino Account for the periods ending February</p>	Carried

25/03-04	<p>28th, 2025, and to accept the CRA February Payroll Remittance as presented. Seconded by Paul Properzi.</p> <p>c) Auditor Moved by Paul Properzi to accept the draft financials from Geilach Lussier LLP for information. Seconded by Jean Loitz</p>	Carried
25/03-05	<p>5) <u>New Business:</u></p> <p>a) February 2025 Monthly Report AAIP-RRS</p> <p>b) Benefits Moved by Jean Loitz to give staff 90 days notice to find a benefit plan and FCSS will reimburse the staff members 50%. Benefits through CSBT will be discontinued except for life and disability. Seconded by Doug Drozd.</p> <p>c) Food Drive – Volunteers are needed. Anthony and Jean will set up for the barbeque. April 2nd is bag drop-off, and April 4th is the bag pick-up.</p>	Carried
	<p>6) <u>Old business</u></p> <p>a) Poverty Simulation: April 2nd in Gibbons. Information in the link included in the email.</p>	
25/03-06	<p>7) <u>Items for Information</u></p> <p>a) Director's Report</p> <p>Moved by Anthony Oswald to accept the Items for Information as presented. Seconded by Sally Littke</p>	Carried
	<p>8) <u>Board Development</u></p> <ul style="list-style-type: none"> The Board's Role in Fund Development 	
	<p>9) <u>Board Committee Updates & Approvals</u></p> <ul style="list-style-type: none"> Policy Committee Nomination Committee Personnel Committee (In Camera) Building Committee (In Camera) 	
25/03-07	<p>10) <u>In Camera</u></p> <p>a) Moved by Kavitha Kamalahasan to go In-Camera at 10:50 am. Seconded by Paul Properzi.</p>	Carried
25/03-08	<p>Moved by Jean Loitz to direct administration to proceed as per In-Camera discussions. Seconded by Kavitha Kamalahasan.</p>	Carried

25/03-09	b) Moved by Sally Littke to go Out of Camera at 11:05 am. Seconded by Kavitha Kamalahasan.	Carried
	11) Next Meeting Thursday, April 17th, 2025	
24/03-09	12) Adjournment Moved by Sally Littke to adjourn the meeting at 11:09 am.	Carried

**Barrhead & District Family and Community Support Services Society
Regular Board Meeting of March 20th, 2025**


 _____ Chairperson

 _____ Recording Secretary



APPROVED
April 17/25


Special Board Meeting Minutes
 Thursday, March 20th, 2025

Present	<p>Leslie Penny – Chair Jean Loitz – Vice-Chair Albert Mast – Secretary/Treasurer Karen Pronishen – Executive Director Terese Koch – Recording Secretary</p> <p>Sally Littke, Doug Drozd, Paul Properzi, Anthony Oswald, Kavitha Kamalahasan</p>	
Absent/ Regrets	Tom Carroll, Peter Kuelken, Dausen Kluin	
	<p>1) Call to Order: The special meeting of the Barrhead & District Family and Community Support Services Society was called to order by Leslie Penny at 11:10 am.</p>	
25/03-01	<p>2) Acceptance of Agenda – Additions/Deletions – None</p> <p>Moved by Sally Littke to accept the agenda as presented. Seconded by Paul Properzi.</p>	Carried
25/03-02	<p>3) Board Policy Manual amendments</p> <p>a) Bylaws, Section 6.2.1 Finance and Auditing</p> <p>Moved by Jean Loitz to change the Barrhead & District FCSS Society By-Laws under section 6.2.1, Finance and Auditing to read, “There will be no borrowing of money by the Society except to borrow for capital expenses.” This replaces the word “operational” with the word “capital.”</p> <p>Seconded by Kavitha Kamalahasan.</p>	Carried
25/03-03	<p>5) Adjournment</p> <p>Moved by Anthony Oswald to adjourn the meeting at 11:22 am.</p> <p>Seconded by Paul Properzi.</p>	Carried

**Barrhead & District Family and Community Support Services Society
Special Board Meeting of March 20th, 2025**

Leslie Penney Chairperson

Travis Park Recording Secretary

	<h2>Misty Ridge Ski Hill</h2>	<table border="1"> <tr> <td data-bbox="1208 197 1442 317"> Date March 12, 2025 </td> </tr> </table>	Date March 12, 2025
Date March 12, 2025			
Meeting Minutes			

Attendance: Daniella, Gary, Brad, Mike, Damon, Greg, Shelley, Dee, Bill, Matthew

Call to Order: Matthew called the meeting to order at 7:35 pm.

Approval of Agenda: Dee wants to add stats to new business. Mike moves to adopt the amended agenda. Seconded by Gary. AIF.

Approval of Minutes: Gary approves the minutes from last meeting. AIF

Secretary Report:

-Apparel website: thinking of making it on an existing website that will directly ship to the customer. Saves on time and effort in the making and distributing for volunteers and guarantees stock and we won't be sitting on unsold merchandise. Board in favor. Daniella will look into options.

-Daniella is going to be looking into a website revamp as well with the potential to book lessons online. Community Futures in Whitecourt offers free services for this.

Treasurer Report:

-general account: \$35, 560. Casino account: \$49.30

Operator's report:

-tower 2 repairs: summer project to be done.

-the little base that is left is solid ice. Even with the snow coming tonight, Damon doesn't think it will be worth the hours of cat work to pack and groom.

Old Business:

-funds/grants: Louise checked this morning, and there is not word on the CFEP grant yet. Josh has sent a follow up email to the one he applied for. It just said "Spring 2025" for when a decision is made.

-old generator core: Brad is going to follow up with Chris Hill on that. Question to find out: is it worth it to repair and use? Or should we just get the core from it?

New Business:

-Northwest of 16: AGM is on March 24 at 6:30 at Glenreagh Hall. Daniella will attend. Our membership has been paid.

-West Jet Raffle: sold out! Draw is March 15 at 5 pm. Daniella will do the draw and announce winner. Jackie will get the prize to the winner.

-camp creek/Bloomsbury funds: Camp Creek is donating money. They did not specify an amount but would like some of us to meet them at the Barrhead Leader on March 19 at 1100 to accept a cheque. Gary and Matthew think they will be able to attend.


-casino dates: Sept 4 and 5

-strategic plan: a draft was sent out. He wants edits in by March 19, which is not possible. Dee will email him to ask for an extension as we really want to put more thought into it for the final draft.

-new toilets: The toilets are constantly out of order and fixed multiple times per day. Daniella motioned to buy 3 toilets and new toilet paper holders for the chalet. Gary seconds. AIF.

-Stats: Dee put together some stats for us for visitors to the hill (see attached). December was our best month.

-Shelley is going to look into getting gas and power through RMA at a cheaper rate. Potentially fuel as well.

	<h2>Misty Ridge Ski Hill</h2>	
		Date March 12, 2025
Meeting Minutes		

-Damon's pay: Damon has been charging a lower rate than was originally agreed upon when he took over as hill manager. Gary motions that we pay Damon \$30/hr moving forward, and provide a bonus for the hours he has worked and been paid the lesser amount since Jan 1, 2025. Brad seconds. AIF.

-snowmaking for next year: the problem areas need extra snow. This needs to get done before any jumps or other terrain are made. This needs to be a priority so we can stay open longer. Damon is keeping track of the areas that melted first. Gary would like to make sure the snow guns run while we are open as well to maximize snow production.

Next Meeting Date: April 16, 2025 at 7:30 pm.

Adjournment: Bill motions to adjourn at 9:50pm. AIF.



Delegation Request Form



Name of persons or organization requesting to appear before Council	
Sara-Lynne Dewar	
Council Meeting Date Requested (please provide 1 st and 2 nd choice)	
May 6	
Contact Information	
Name	Sara-Lynne Dewar
Address	[Redacted] Redacted FOIP Sec. 17 Personal Info
Email	[Redacted]
Phone	[Redacted]
Purpose of Delegation / Presentation	
<input type="checkbox"/> Information sharing	
<input type="checkbox"/> Request for action, funds, consideration	
<input checked="" type="checkbox"/> Other (provide details)	
Topic of discussion (include title and background information)	
Feedback on new proposed bylaw.	
Technical Requirements <i>None</i>	
<input type="checkbox"/> Computer (for use with memory stick)	
<input type="checkbox"/> Other (what's needed?)	
For Office Use Only	
<input checked="" type="checkbox"/> Added to Agenda	<input type="checkbox"/> Referred to:
Other Departments required to be in attendance?	
In Camera?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No