

AAgenda
Village of Carmangay
Regular Council Meeting
Carmangay Community Hall
August 17, 2021
6:00 p.m.

1. Call to Order
2. Guests: None
3. Question Period
4. Approval of Agenda for August 17, 2021 Regular Council Meeting
5. Approval of Minutes of July 20, 2021 Regular Meeting of Council
Approval of Minutes of August 4, 2021 Regular Meeting of Council
6. Public Works Report
7. Administrator Report
8. Correspondence
9. Financial Reports
10. New Business
 - a) 2020 Audited Financial Statements
 - b) IDP Map Update
 - c) Bylaw 806 Regional Assessment Bylaw
 - d) Bylaw 807 Bylaw Enforcement Bylaw
 - e) Bylaw 808 Bylaw Consolidation Bylaw
 - f) Bylaw 809 Fee Bylaw
 - g) Solar Farm – 1 year later
 - h) Local Food Infrastructure Fund Grant Application
 - i) Friesen Building Update
13. Reports
 - a) ORRSC
 - b) Marquis Foundation
 - c) Vulcan District Solid Waste
 - d) FCSS
 - e) SouthGrow
 - f) Twin Valley Regional Water Services Commission
 - g) Mayors and Reeves of Southern Alberta
14. Closed Session
15. Adjournment.

**Regular Meeting of Council for the
Village of Carmangay,
July 20, 2021
at the Carmangay Community Centre**

CALL TO ORDER Meeting was called to order by Mayor Stacey Hovde at 6:30 p.m.

PRESENT Stacey Hovde, Mayor
Doug Fraser, Deputy Mayor
Peggy Hovde, Councillor
Patrick Bergen, Chief Administrative Officer

GUESTS None

QUESTION PERIOD

Sheila Smidt- Question regarding G3 Donation
Sue Dahl – Community Standards Bylaw

APPROVAL OF THE AGENDA

Motion made by Deputy Mayor Doug Fraser to approve the agenda for July 20, 2021, with the addition of f) ATB Bylaw for Mastercard and Revolving Credit.

Carried

MINUTES

Motion made by Mayor Stacey Hovde to approve the minutes of the Regular Council Meeting held June 15, 2021.

Carried

PUBLIC WORKS REPORT

The public works report was presented as detailed in the agenda.

ADMINISTRATOR REPORT

The Administration Report was presented as detailed in the agenda.

Motion made by Councillor Peggy Hovde to accept both reports as presented.

Carried

CORRESPONDENCE

None

FINANCIAL REPORTS

Motion made by Councillor Peggy Hovde to accept the financial report as presented.

Carried

NEW BUSINESS

a) Vulcan County IDP Council Decision

Motion made by Mayor Stacey Hovde to direct the CAO to set up a meeting with the ORRSC planner.

Carried

b) New MPC Member

Motion made by Deputy Mayor Doug Fraser to appoint Sarah Mitchell to the Municipal Planning Commission for a period of three years.

Carried.

c) Small Business Park/ Residential Land Use Concept

Motion made by Deputy Mayor Doug Fraser to direct the CAO to proceed with the proposed area structure plan for an amount not to exceed \$1600.00.

Carried

d) Chinook Arch Agreement

Motion made by Councillor Peggy Hovde to approve the changes to the Chinook Arch System agreement.

Carried.

e) Updated Capital Plan

Motion made by Mayor Stacey Hovde to accept the draft updated capital plan for information.

Carried.

f) Bylaw 804 ATB Revolving Line of Credit, Bylaw 805 ATB Mastercard

Motion made by Mayor Stacey Hovde to rescind Bylaws 781 and 782

Carried.

Motion made by Mayor Stacey Hovde to pass the first reading of Bylaw 804 ATB Revolving Line of Credit.

Carried.

Motion made by Deputy Mayor Doug Fraser to pass the second reading of Bylaw 804 Revolving Line of Credit.

Carried.

Motion made by Councillor Peggy Hovde for permission to pass the third reading of Bylaw 804 Revolving Line of Credit.

Carried Unanimously.

Motion made by Mayor Stacey Hovde to pass the third reading of Bylaw 804 Revolving Line of Credit

Carried.

Motion made by Mayor Stacey Hovde to pass the first reading of Bylaw 805 ATB Mastercard.

Carried.

Motion made by Deputy Mayor Doug Fraser to pass the second reading for Bylaw 805 ATB Mastercard.

Carried.

Motion made by Councillor Peggy Hovde for permission to pass the third reading of Bylaw 805 ATB Mastercard.

Carried Unanimously.

Motion made by Mayor Stacey Hovde to pass the third reading of Bylaw 805 ATB Mastercard.

Carried.

REPORTS

a) ORRSC

No meeting

b) MARQUIS

- Carman Manor is now full
- Accommodation Standard Audit for COVID will be a yearly surprise visit
- Minister of seniors housing will be touring lodge in August.
-

c) VULCAN DISTRICT SOLID WASTE

No meeting

d) FCSS

- Municipal Affairs Emergency Response System (MAERS) and Emergency Social Services (ESS) while this is an FCSS responsibility it is not funded by the province. This becomes a municipality responsibility, and we must work with local governments to find a way to cover costs.
- An anonymous donor has given \$250,000.00 to the Town of Vulcan for an outdoor court (Ice rink/ pickle ball)
- Youth center has reopened with a significant increase in Food Friday attendance.

e) SOUTHGROW

No meeting

f) TWIN VALLEY REGIONAL WATER COMMISSION

- Administrative Bylaw passed
- Rates and fees Bylaw passed
- Water supply agreement was discussed
- Manager's contract was approved

g) MAYORS AND REEVES OF SOUTHWEST ALBERTA

No meeting

CLOSED SESSION

Motion made by Mayor Stacey Hovde to go into closed session at 7:15 p.m.

FOIP Division 2 Section 19 Friesen Building

Motion made by Mayor Stacey Hovde to go out of closed session at 7:25 p.m.

ADJOURNMENT

Mayor Stacey Hovde adjourned the meeting at 7:25 p.m.

Next Regular Council meeting – August 17th, 2021, at 6:00 pm

Mayor Stacey Hovde

Chief Administrative
Officer Patrick Bergen

**Special Meeting of Council for the
Village of Carmangay,
August 4, 2021
at the Village Office at 4:00 p.m.**

CALL TO ORDER Meeting was called to order at 4:06 p.m.

GUESTS Steve Harty ORRSC @ 4:15

PRESENT Stacey Hovde, Mayor
Doug Fraser, Deputy Mayor
Peggy Hovde, Councillor
Patrick Bergen, Chief Administrative Officer

APPROVAL OF THE AGENDA

Motion made by Deputy Councillor Peggy Hovde to approve the agenda for August 6, 2021 Special Council Meeting.

Carried

NEW BUSINESS

a) Vulcan County IDP Council Decision

Motion made by Mayor Stacey Hovde to direct the CAO to work with Vulcan County and OORSC to set up a meeting to further discuss the IDP.

Carried.

ADJOURNMENT

Mayor Stacey Hovde adjourned the meeting at 4:46 pm

Next Regular Council meeting – August 17th, 2021 at 6:30 pm at the Carmangay Community Centre

Mayor Stacey Hovde

Chief Administrative
Officer Patrick Bergen

Public Works Report

Dept	Priority	Item	Notes
Projects	1	Install car charging station	1) Hydrovac and put in bollards 2) Cut asphalt and Put in conduit 3) install wiring 4) back fill and install 5)
Pw	1	Paint traffic barriers at TiPi Rings	Complete
PW	1	Pump Out Washrooms at TiPi Rings	Complete
PW	1	Trim the trees with Vulcan County Lift	In progress - A large part of the Village has been done and the TiPi Rings have been done.
PW	1	Provide requested information to MPE for ACP grant work	In Progress - Should have everything to them within the week.
PW	1	Fix Curb Stop at 302 Whitney Street	Complete - Shut off valve had initially been reported as not functioning but worked so we didn't need to dig it up.
PW	1	Pressure Switch back in on pump 2	In progress, Hagen have been notified and are working on a solution
Water	1	Integrate Inspection Report Items into project	need to go through with Dale / in progress
Water	1	Cap water line into old building (part of water project)	old water plant AE&P directive / waiting for emergency bypass / waiting to catalog all valves
PW	1	Trees for Telus lot	Will order in the fall
PW	1	Order new Turbidity Meter	Complete - Order has been placed
Projects	1	Give quote for demolition of old MLA building	Complete - Quote has been accepted and work will be complete in next few weeks.
Projects	2	Whitney sanitary line	May adjust timing due to change in water plant
PW	2	Use skid steer to remove organics and put gravel down at McFarland Trail	

Sewer	2	Address sewer discharge box	Complete - The sewer discharge shut off has been located, the area cleared and confirmed that it is functioning correctly
Projects	2	Stage #3 waterlines	May adjust timing due to change in water plant
Projects	2	Stage #2 waterlines	May adjust timing due to change in water plant
PW	2	Tree # 15 to come down	Complete
Roads	2	Patch Asphalt in front of hotel, community hall and Old Colony	Need to follow up as original vendor did not follow through
Water	2	Flush Hydrants	Complete - Thanks to the Carmangay Fire Department
Roads	3	Pacific Avenue low spot on road – new base?	Fill up with gravel
Sewer	3	rebuild lift station fence	For future consideration - get chain link quote / \$9400 with mangate and barbedwire
Sewer	3	Repair Sewer on Pacific Avenue	camera'd not a priority 1, 2021 project changed to priority #3
Water	3	Fix irrigation at library	Complete - a new control box was installed and a head replaced
PW	3	Finish WHMIS labelling	For summer students
PW	3	Clean up stairs and build office	In progress
Water	3	Final Stage #1 drawings with HMR Engineering	In Progress
Water	3	Install Schmeelke service in Champion	Need to camera / confirm if municipal part needs doing.
Water	3	Order gaskets for hydrants / rebuild hydrants	Parts are on hand / will do in the fall
Sewer	3	install evastrough on lift station	water dripping on lock, pending budget

2021 Projects

As at July 30, 2021					
Project	Grant	Grant Amount	Budget	Spent To Date	Notes
2021-004 New Sewer Auger	MSI CAP-13495		\$ 5,113	\$ 5,500	Complete - has been used twice already.
2021-005 Wet Well Heater	MSI CAP-13495		\$ 5,000		
2021-006 200 Block Whitney Sewer	GTF-1344	\$ 50,000.00	\$ 50,000	\$ -	Under Consideration
2021-001 Repair Distribution Box Gate	MSI CAP-13495		\$ 2,500		
2021-007 2 New Manholes	MSI CAP-13495		\$ 10,000		Under Consideration
2021-003 Pacific Avenue Sewer Repair	MSI CAP-13495	\$ 25,000.00	\$ 2,000	\$ 937	Cancelled
2020-003 Stage 3 Water Loop	MSI CAP-13493	\$ 96,841.00	\$ 75,000	\$ 46,570	Under Consideration
2021-008 New Water Pump	MSP	\$ 50,000.00	\$ 39,762	\$ 31,611	Complete
2020-007 VFD for water pump	MSP		\$ 10,000		
Security Camera for Water Plant	MSI CAP-13494	\$ 20,000.00	\$ 1,000	\$ 173	Complete
2021-009 Emergency Bypass	MSI CAP-13494		\$ 8,860	\$ 8,491	Complete - 1st test was successful
2021-010 Water Distribution Meter	MSI CAP-13494		\$ 10,000		Part of Water Project
2021-011 New GIS System	MSI CAP-13493		\$ 10,000	\$ 8,226	Complete
2019-004 Sidewalk Replacement	MSI CAP-13496	\$ 21,289.00	\$ 15,000		
2021-012 New Skidsteer Blade Attachment	MSI CAP-13493		\$ 11,841		
2021-013 McFarland Pathway System	Rec Board	\$ 7,500.00	\$ 7,500		Posts and stairs have been painted
MPE Engineering Review	ACP	\$ 80,200.00	\$ 80,200	\$ 5,595	
Total		\$ 350,830	\$ 343,776	\$ 107,103	

Administrator Report

Item	Priority	Update
Follow up on trees for Telus property	1	Have confirmed the 5 evergreen trees. Following up with Telus for fall
Complete ICS 100, 200 and 300 Training	1	Heather and Sandy have ICS 100
Follow up on Carmangay and Area Rec Board Request	1	In Progress
Create a \$1 per year lease for the Community Centre requested land	1	In Progress
Order signs for off road vehicles on trail systems	1	In Progress
Investigate the Clean Energy Improvement Program opportunity	1	In Progress - First Reading of Bylaw this meeting
MAP - The village website must be updated to include a comprehensive list and summary of all planning policies and their relationships with other planning documentation and decisions.	1	Complete
Update GST files	1	In Progress
Follow up on SDAB Contract	1	In progress - waiting for ORRSC

Order for sale signs for Village lots for Sale	1	Complete
Create an IT list	1	Complete
Follow up on feasibility study for gas station etc.	1	Complete - No additional funding available
Follow up with TiPi Rings provincial agreement	1	In progress. The regional manager is reviewing.
Ensure that future updates to the Land Use Bylaw include items defined in the MAP report	1	Complete

<p>MAP - Bylaw 738 must be amended to address the following:</p> <ul style="list-style-type: none"> • the bylaw must indicate that it is a bylaw of the Village of Carmangay; • the municipality must establish both a local assessment review board and a composite review board; and • the bylaw must be in compliance with legislation. <p>In addition, a designated officer must be appointed as the clerk of the assessment review boards and all members appointed to assessment review boards, as well as the clerk, must complete the mandatory training. Since all members of the regional board should have the same bylaw, it would be advisable to work with all member municipalities of the regional assessment review board, as well as their legal counsel, to ensure that</p>	<p>1</p>	<p>Complete</p>
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member bylaws are consistent and comply with the requirements of the MGA.		
Create package for new MPC member	1	
Update the website security certificate	1	
Copy and publish all council meetings dating back to 2013 to the Village website	2	In progress
Update HR files	2	In progress
Create a training plan	2	in progress

Work with AUMA on compensation survey	2	In progress - getting in touch with the representative - waiting for email.
Address CPR Land Trees	2	Complete
Investigate the cost of repainting the existing water tower and present to Council for consideration	2	
Review draft Codes of Practice	2	
Review draft Public Works Safety Plan	2	
Bring back options for the development of a master plan and high level budget for the McFarland Trail and adjoining lands by working with the community per Council Motion.	3	Create a maintenance plan including grading and gravel
Research and present to Council new options for housing that promotes sustainability.	3	This is in progress as part of the Strategic Marketing Plan
Create a budget and plan for the downtown parking per Council motion.	3	Will be considered for future planning

Correspondence

None

Financial Report

Statement of Cash Position as of August 13, 2021

Current Cash and Investments	\$ 202,430.89
GST Receivable	\$ 26,590.00
Public Works Receivable	\$ 0
Overdue Tax Owing	\$ 13,002.51
Current Tax Owing (due July 7, 2021)	\$ 37,602.12 *Most on payment plans
Overdue Utilities Owed	\$ 10,709.03
Capital Grants Receivable	\$ 100,000 *GST increased to \$100,000
Revolving Credit	\$ 0
Total Cash and Near Cash	\$ 390,334.55

Financial Report and projection to year end as at July 31, 2021

Report Date
2021-08-13 4:28 PM

Village of Carmangay
Budget versus Actual
For the Period Ending July 31, 2021

Page 1

	<u>Budget</u>	<u>Current</u>	<u>Year to Date</u>
REVENUES			
Taxes including School and Marquis	301,317.00		285,352.78
General Administration	111,803.00	8,932.79	38,803.36
Bylaw Enforcement	750.00	75.00	698.00
Public Works	80,000.00		34,749.92
Water Repairs/ Setup			1,246.44
Sewer Repair/ Setup			4,950.00
Water Supply and Distribution	118,000.00	305.94	63,281.78
Bulk Water Sales	800.00	100.00	520.00
Wastewater and Disposal	31,000.00	83.73	16,602.18
Waste Management	57,500.00	185.60	30,358.30
Development	1,000.00		100.00
Parks and Recreation		250.00	450.00
Cemetery	500.00	450.00	450.00
Land Sales	20,000.00		
TOTAL REVENUES:	722,470.00	10,383.06	477,562.76
EXPENSES			
School, Marquis and Doctor Requisition	80,039.00	52,899.94	78,491.61
Council and Other Legislative	9,000.00	1,166.80	3,941.60
General Administration	211,686.00	26,108.20	150,816.65
Emergency and Bylaw	3,626.00	283.50	2,512.04
Public Works	181,136.00	21,660.53	83,397.25
Roads, Streets, Walks and Lighting	18,659.00	9,678.91	18,526.84
Water Supply and Distribution	120,062.00	13,977.45	63,715.17
Wastewater Treatment and Disposal	18,621.00	1,081.99	5,608.71
Waste Management	56,780.00		3,240.00
Community Programming	1,500.00		
Cemetery	2,000.00		
Development	6,500.00	556.25	3,453.32
Parks and Recreation	8,890.00	996.69	1,231.20
Culture including Library	3,265.00	970.00	1,940.00
CORONAVIRUS			545.07
TOTAL EXPENSES:	721,744.00	129,378.26	417,419.46
SURPLUS (DEFICIT)	726.00	(118,995.20)	60,143.30

11. New Business
a) 2020 Audited Financial Statements

Suggested Motion: Motion to pass the 2020 Audited Financial Statements

Background:

The 2020 audited financial statements are provided under separate cover. The auditors were unable to attend this Council meeting but will be available for the next one.

Each year all municipalities have an audit. During the audit the financial statements are produced as well as a number of documents that are provided to administration including adjusting entries to do a general ledger year end. There are also recommendations for how to improve accounting process for the upcoming year.

The 2020 audited financial statements are to be considered by Council and when passed will be provided to Municipal affairs to put on their website for the public. Additionally, statistical measures will be provided to municipal affairs. These financial and general measures of the Village are also publicly available.

The draft 2020 financial statements are posted on the Village website.

Some highlights of the 2020 Financial Statements include:

- Administration used much of the cash reserves for capital project work. The operating line of credit was available for cash emergencies and is at a very low rate of interest. There is no long term debt.
- On page 9 of the financial statements it shows the Village investment of \$693,681, specifically;
 - \$13,976 for a library roof replacement,
 - \$125,286 into water infrastructure and the water plant updates,
 - \$100,177 into sanitary infrastructure specifically Whitney street sewer replacement,
 - \$380,000 for the solar farm,
 - \$74,276 for equipment and machinery including the new skid steer.
- All of the Village assets depreciated \$163,012 in 2020.
- Municipal taxes were approximately \$3,000 less in 2020 than in \$2019 as shown on page 10.
- User Fees and Sales revenue was approximately \$90,000 higher than budget due to the work performed for other municipalities by Village of Carmangay public works. In total, \$127,230 in revenue was completed by public work for outside municipalities or entities.

- The expenses listed on page 5 of \$965,511 include \$163,012 of depreciation as well as the offsetting costs for the outside work performed by public works for other municipalities.
- Page 18 shows the tax arrears approximately \$9,000 less than the previous year.
- The debt limit increased from \$864,987 to \$1,127,105 as it is calculated as 1.5 times the annual revenue. The \$179,550 used in the line of credit has been reduced to zero.
- The salary and benefits of Council and the CAO are shown on page 21.

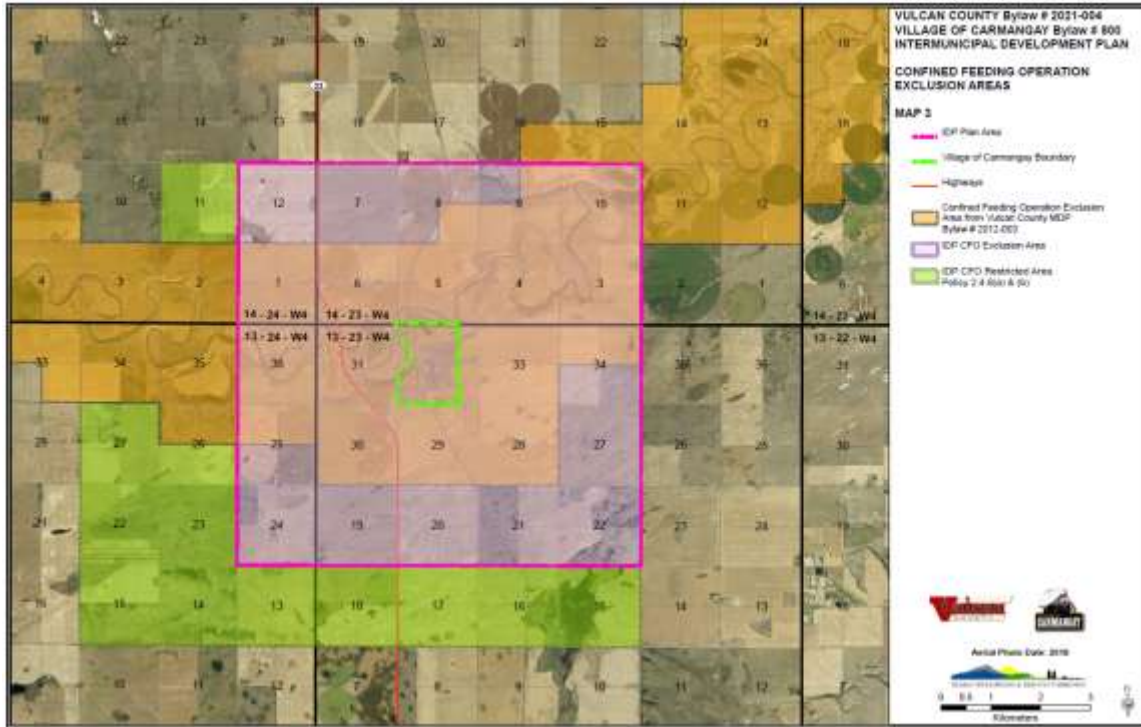
b) IDP Map Update

Suggested Motion: Motion to approve the changes to the CFO area of the IDP map in support of negotiations with Vulcan County.

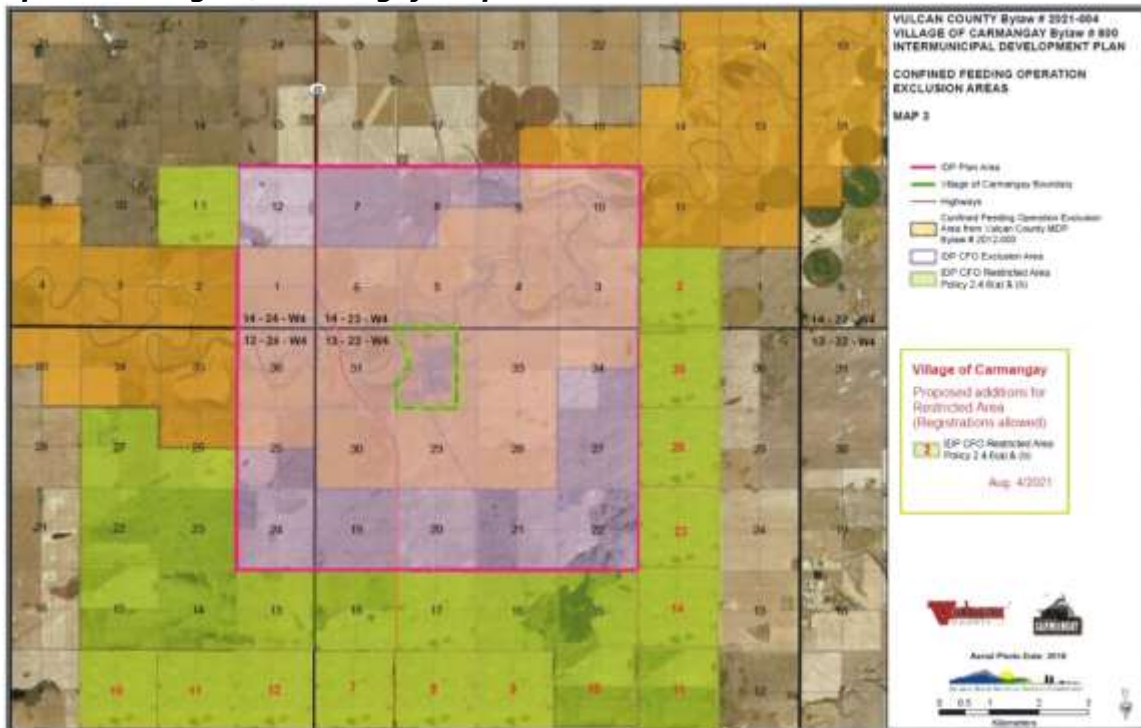
Background:

The maps are listed below.

Vulcan County Proposal



Updated Village of Carmangay Response



c) Bylaw 806 Regional Assessment Bylaw

Suggested Motions:

Motion for 1st Reading of Bylaw 806 Regional Assessment Bylaw.

Motion for 2nd Reading of Bylaw 806 Regional Assessment Bylaw.

Motion for permission for 3rd Reading of Bylaw 806 Regional Assessment Bylaw.

Motion for 3rd Reading of Bylaw 806 Regional Assessment Bylaw.

Background:

The municipality is required to identify their solution for any assessment complaints that go to a meeting of the Regional Assessment Board.

VILLAGE OF CARMANGAY

BYLAW NO. 806

A BYLAW OF THE VILLAGE OF CARMANGAY, IN THE PROVINCE OF ALBERTA, TO AMEND THE REGIONAL ASSESSMENT REVIEW BOARD BYLAW No. 738.

WHEREAS, Section 454 of the Municipal Government Act, RSA 2000, Chapter M-26, and amendments thereto, provides that a Council must by bylaw establish a local assessment review board (LARB) and a composite assessment review board (CARB); and

WHEREAS there has been consideration by the Council of the Village of Carmangay to amend Section I of the Regional Assessment Review Board Bylaw No. 738 to be compliant with current legislative requirements.

THEREFORE, Council of the Village of Carmangay duly assembled and pursuant to the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000 enacts as follows:

1. That Section I of the Regional Assessment Review Board Bylaw be amended by deleting in its entirety and replacing as follows:

I. Title and Establishment

1) The title of this Bylaw shall be the "Regional Assessment Review Board Bylaw".

2) That Council establish a local assessment review board (LARB) and a composite assessment review board (CARB) by way of establishment of a Regional Assessment Review Board.

2. Bylaw No. 738, being the Regional Assessment Review Board Bylaw, is hereby amended. |

3. This Bylaw comes into effect upon third and final reading hereof.

READ a first time this 17th day of August, 2021.

READ a second time this 17th day of August, 2021.

READ a third time, by unanimous consent, and finally passed this 17th day of August, 2021.

Mayor Stacey Hovde

CAO Patrick Bergen

d) Bylaw 807 Bylaw Enforcement Bylaw

Motion for 1st Reading of Bylaw 807 Bylaw Enforcement Bylaw.

Motion for 2nd Reading of Bylaw 807 Bylaw Enforcement Bylaw.

Motion for permission for 3rd Reading of Bylaw 807 Bylaw Enforcement Bylaw.

Motion for 3rd Reading of Bylaw 807 Bylaw Enforcement Bylaw.

Background:

Each municipality that utilizes a bylaw officer is required under the Municipal Government Act to have a Bylaw Officer Enforcement Bylaw as well as having the officer swear and oath of office. The Village of Carmangay contracts the bylaw service so the oath is sworn by Vulcan County.

Village of Carmangay

BYLAW 807 The Bylaw Enforcement Officer Bylaw

A BYLAW OF THE VILLAGE OF CARMANGAY TO ESTABLISH THE POWERS AND DUTIES AND DISCIPLINARY PROCEDURES RELATING TO BYLAW ENFORCEMENT OFFICERS IN THEIR CAPACITY AS PRESERVERS AND MAINTAINERS OF THE PUBLIC PEACE.

WHEREAS Section 7 of the Municipal Government Act, R.S.A. 2000 chapter M-26 as amended, provides that a Council may pass a Bylaw for enforcement of bylaws. Appointment of designated officers (Bylaw Enforcement Officers) is approved in Section 21 O(1) of the Municipal Government Act.

AND WHEREAS the County has in its employ of Community Peace Officers and the County has been requested to supply Community Peace Officer Service to the Village of Carmangay;

AND WHEREAS Section 555(1) of the Municipal Government Act (supra), provides that if a Council does appoint Bylaw Enforcement Officers, the Council shall establish a bylaw delineating the powers, duties and disciplinary procedures for such officers.

AND WHEREAS the Community Peace Officer employed by the County has been appointed by the Alberta Solicitor General as having jurisdiction to enforce within the boundaries of Vulcan County and Village of Carmangay, the following provincial legislation:

1.0 A Community Peace Officer for the purpose of enforcing the following legislation and all regulations thereunder, within the County, including primary highways 23, 24, 522, 529, 531, 533, 534, 539, 542, 547, 804, 842, and 845 of the Province of Alberta and with authority throughout the Province of Alberta to execute a duty when the matter under investigation occurred within the County in the Province of Alberta relating to

1.1 THE ANIMAL PROTECTION ACT

1.2 THE DANGEROUS DOGS ACT

1.3 THE ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT Part 9, Division 2

1.4 FOREST AND PRAIRIE PROTECTION ACT

1.5 THE FUEL TAX ACT

1.6 THE GAMING AND LIQUOR AND CANNABIS ACT

1.7 LINE FENCE ACT

1.8 THE PETTY TRESPASS ACT

1.9 THE PROVINCIAL OFFENCES PROCEDURE ACT

1.10 HIGHWAYS DEVELOPMENT AND PROTECTION ACT

1.11 THE TRAFFIC SAFETY ACT

1.12 STRAY ANIMAL ACT

1.13 TRESPASS TO PREMISES ACT

1.14 THE MUNICIPAL GOVERNMENT ACT

1.15 TOBACCO AND SMOKING REDUCTION ACT

1.16 VILLAGE OF CARMANGAY BY-LAWS

Authority to enforce the Gaming and Liquor Act restricted to sections; 83, 84, 87, 89, 107, 108 and section 115 subject to section 53 of the Police Act;

Authority to enforce the Gaming and Liquor Regulation (AR 143/96) is restricted to section 87.1 ;

Authority to enforce the Public Highways Development is restricted to local roads only.

NOW THEREFORE THE COUNCIL OF THE VILLAGE OF CARMANGAY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED ENACTS AS FOLLOWS:

SECTION 1 NAME OF BYLAW

1.1 This bylaw shall be cited as "The Bylaw Enforcement Officer Bylaw".

SECTION 2 DEFINITIONS

2.1 In this bylaw the following words shall have the following meanings:

a. "Bylaws" means bylaws of the Municipality;

b. "Bylaw Enforcement Officer" means a person contracted from Vulcan County under the 2021-2025 Community Peace Officer Agreement to provide bylaw services to the Village of Carmangay;

- c. "Municipal Manager" means the person appointed pursuant to Municipal Government Act
- d. "Council" means Council of the Village of Carmangay;
- e. "Municipality" means the corporate limits of the Village of Carmangay.

SECTION 3 BYLAW ENFORCEMENT SUPERVISOR

3.1 Vulcan County through Director of Protective Services/Regional Fire Chief, Vulcan County is designated for the purpose of appointing all bylaw enforcement officers.

3.2 The Director of Protective Services, Vulcan County or his designate shall be the Supervisor of bylaw enforcement and is authorized:

- a. To set rules and regulations for the conduct of Bylaw Enforcement Officers with respect to their powers and duties as peace Officers;
- b. To establish disciplinary procedures, including penalties and an appeal process, applicable to Bylaw Enforcement Officers;
- c. To carry out investigations of the enforcement of Bylaws as Council may request, and to make a written report to Council of the results of any such investigation.
- d. To carry out any further duties and responsibilities assigned by the Director of Protective Services.

SECTION 4 BYLAW ENFORCEMENT OFFICER

4.1 The powers and duties of a Bylaw Enforcement Officer are as follows:

- a. To enforce the bylaws which the Municipal Council has authorized the Bylaw enforcement officer to enforce;
- b. To follow the directions of the Chief Bylaw Enforcement Officer to enforce within the boundaries of the Municipality;
- c. To respond to and investigate complaints;
- d. To conduct routine patrols;
- e. To issue notices and violation tickets;
- f. To lay information;

g. To assist in the prosecution of bylaw contravention's including appearances in court to provide evidence;

h. To perform all other duties as may from time to time be assigned by the Chief Bylaw Enforcement Officer or Supervisor of Bylaw Enforcement;

i. To take the official oath prescribed by the Oaths of Office Act upon being appointed as a Bylaw Enforcement Officer and to carry on his person at all such times as he is acting as a Bylaw Enforcement Officer evidence in writing of his appointment as a Bylaw Enforcement Officer of the Municipality.

READ a first time this 17th day of August, 2021.

READ a second time this 17th day of August, 2021.

READ a third time, by unanimous consent, and finally passed this 17th day of August, 2021.

Mayor Stacey Hovde

CAO Patrick Bergen

e) Bylaw 808 Bylaw Consolidation Bylaw

Suggested Motions:

Motion for 1st Reading of Bylaw 808 Bylaw Consolidation Bylaw.

Motion for 2nd Reading of Bylaw 808 Bylaw Consolidation Bylaw.

Motion for permission for 3rd Reading of Bylaw 808 Bylaw Consolidation Bylaw.

Motion for 3rd Reading of Bylaw 808 Bylaw Consolidation Bylaw.

Background:

As per section 69 of the Municipal Government Act, A council may by bylaw authorize a designated officer to consolidate one or more of the bylaws of the municipality. This authorization is provided under the below bylaw.

VILLAGE OF CARMANGAY

BYLAW NO. 808

**A BYLAW TO AUTHORIZE THE CONSOLIDATION OF OTHER VILLAGE OF
CARMANGAY BYLAWS AND RESCIND BYLAW 794**

Whereas, the Municipality of the Village of Carmangay may have cause to consolidate more than one bylaw into a single new bylaw;

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Municipality of the Village of Carmangay, in the Province of Alberta, enacts as follows:

1. That Council may, by bylaw, consolidate any number of bylaws into a single bylaw.
2. That this bylaw shall take effect on the date of the third and final reading.

Read a first time on this 17th day of August, 2021.

Read a second time on this 17th day of August, 2021.

Read a third time and passed on this 17th day of August, 2021.

Municipality of the Village of Carmangay

Mayor Stacey Hovde

Chief Administrative Officer

f) Bylaw 809 Fee Bylaw

Suggested Motions:

Motion for 1st Reading of Bylaw 809 Fee Bylaw.

Motion for 2nd Reading of Bylaw 809 Fee Bylaw.

Motion for permission for 3rd Reading of Bylaw 809 Fee Bylaw.

Motion for 3rd Reading of Bylaw 809 Fee Bylaw.

Background:

The Land Use Bylaw references a fee schedule as appendix A. The fee schedule is not technically included in the Land Use Bylaw. This bylaw allow the fees to be separate and updated without requiring the public hearing of a land use bylaw amendment.

VILLAGE OF CARMANGAY

Bylaw Number 809

FEES and CHARGES

A BYLAW OF THE VILLAGE OF CARMANGAY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH FEES, RATES, AND CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY.

WHEREAS, pursuant to Section 7 of the Municipal Government Act, R.S.A. 2000, c. M-26, Statutes of Alberta and amendments thereto authorizes the Council of a municipality to pass bylaws for municipal purposes respecting the following matters:

- a) services and goods provided by or on behalf of the municipality
- b) the establishment of fees for licenses, permits, approvals, and services provided

AND WHEREAS, pursuant to Part 2, Section 7 Municipal Government Act provides for the provision of municipal services or utilities subject to the terms, costs or charges established by Council;

AND WHEREAS Council of the Village of Carmangay deems it expedient to set and review, as necessary, from time-to-time various fees of the Village;

AND WHEREAS, the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, Chapter F-25, as amended or repealed and replaced from time to time (the "FOIP Act"), authorizes a local public body to by bylaw set any fees the local public body requires to be paid under the FOIP Act, which must not exceed the fees provided for in the regulations; and

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act, the Council of the Village of Carmangay, duly assembled, enacts as follows:

I. TITLE

This Bylaw may be cited as the "Fees and Charges Bylaw".

II. DEFINITIONS

The following terms shall have the following meanings in this Bylaw:

“Bylaw” means this Fees and Charges Bylaw established by the Municipality.

“Chief Administrative Officer” means the Chief Administrative Officer for the Village of Carmangay, regardless of the specific title that may be conferred on that Officer by Council from time to time.

“Council” means the municipal Council for the Village of Carmangay.

“Village” means the municipal corporation of the Village of Carmangay.

“Schedule” means the attached appendix to this Bylaw which contains the formal statute, table or list of the official municipal fees and charges approved by Council.

III. APPLICATION

The fees and charges payable for municipal services provided by the Village shall be as outlined in Schedules “A”, which is attached to and form part of this Bylaw.

IV. EFFECTIVE DATE

This Bylaw shall take effect and come into force on August 17, 2021.

READ A FIRST TIME IN COUNCIL THIS 17th DAY OF AUGUST, 2021.

READ A SECOND TIME IN COUNCIL THIS 17th DAY OF AUGUST, 2021.

UNANIMOUS CONSENT FOR THIRD READING GIVEN THIS 17th DAY OF AUGUST, 2021, 2021.

READ A THIRD TIME IN COUNCIL THIS 17th DAY OF AUGUST, 2021, 2021.

Stacey Hovde – Mayor

Patrick Bergen – CAO

SCHEDULE A

Fees and Charges – Village of Carmangay Bylaw No. xxx

A. PLANNING AND DEVELOPMENT

Fee Schedule	Permitted Uses	Discretionary Use <i>or</i> Use Requesting Waiver Greater than 10%	Fee for undertaking development without an approved development permit
Residential:			
Dwellings	\$100	\$200	\$1000
Additions	\$50	\$150	\$750
Accessory Buildings 200 sq. ft. or greater	\$50	\$150	\$500
Home Occupations	\$50	\$150	\$500
Commercial:			
Change of Use	\$200	\$300	\$1000
Commercial buildings or uses	\$300	\$400	\$2000
All other development	\$300	\$400	\$2000
Industrial:			
Change of Use	\$200	\$300	\$1000
Single tenancy buildings	\$300	\$400	\$2000
Multi-tenancy buildings or complexes	\$500	\$600	\$3000
All other development	\$500	\$600	\$3000
All other uses	\$200	\$300	\$1000
Sign Permit:	\$50	\$150	\$500
Letter of Compliance:			\$50

Demolition Permit:	\$25
Recirculation Fee:	50% of the original application fee
Land Use Bylaw Amendments:	\$500
Other Statutory Plans and Amendments To:	\$500
Request to convene a special meeting of the Development Authority:	\$150
Appeal to the Subdivision and Development Appeal Board (portion of fee refundable upon successful appeal):	\$300

Additional fees will be required for building permits and inspections.

Whenever an application is received for a development or use not listed in this schedule, the amount of the fee shall be determined by the Designated Officer or the Development Authority and shall be consistent with those fees listed herein.

B. ADMINISTRATION

Service or Goods (provided by municipality)	Fee Applicable:
- <i>Rates are subjected to GST only where applicable</i>	
Photocopy of documents (per page)	\$0.40
Formal FOIP request	\$25.00 plus applicable charges as per FOIP Act/Regulations
NSF Cheque Charge	\$30.00
Tax Roll Certificate (per parcel)	\$45.00
Tax Notification Fee	\$25.00
Assessment Information Request	\$25.00
Assessment Review Board Complaints	- Residential \$50.00 - Non-Residential \$250.00

General Accounts Receivable	All accounts are due 30 days from invoice date. Any invoices due after 30 days will be charged 1.5% interest per month. Past due reminders will be sent out after 30 days. Accounts outstanding for more than 90 days will be subject to the legal processes available through legislation. The account holder will be responsible for all fees associated with the collection of the account.
Print copy of Land Use Bylaw	\$40.00
Print copy of Municipal Development Plan or Intermunicipal Development Plan	\$30.00
Cemetery Fees	
Fees for an Emergency Service Department(s) Responding to any Emergency Call Other than a Motor Vehicle Collision or any Incident on a Provincial Highway Right-of-Way	(applied through separate bylaw)
The Village reserves the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein	

g) Solar Farm – 1 year later

Suggested Motion:

Motion to accept the update on the Solar Farm as information.

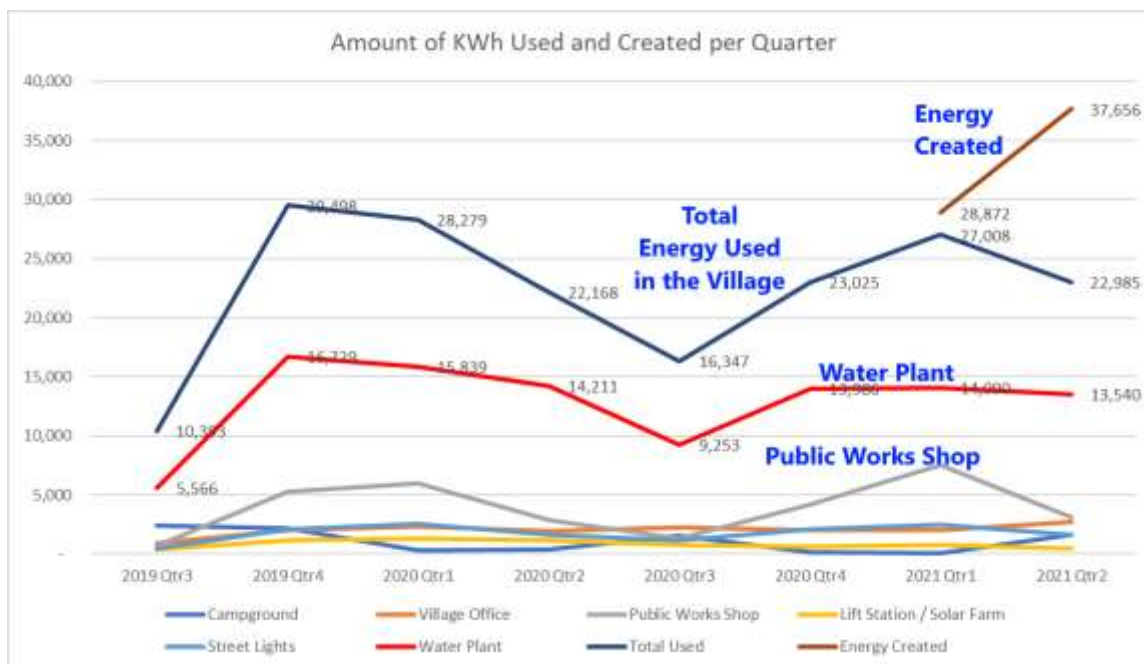
Background:

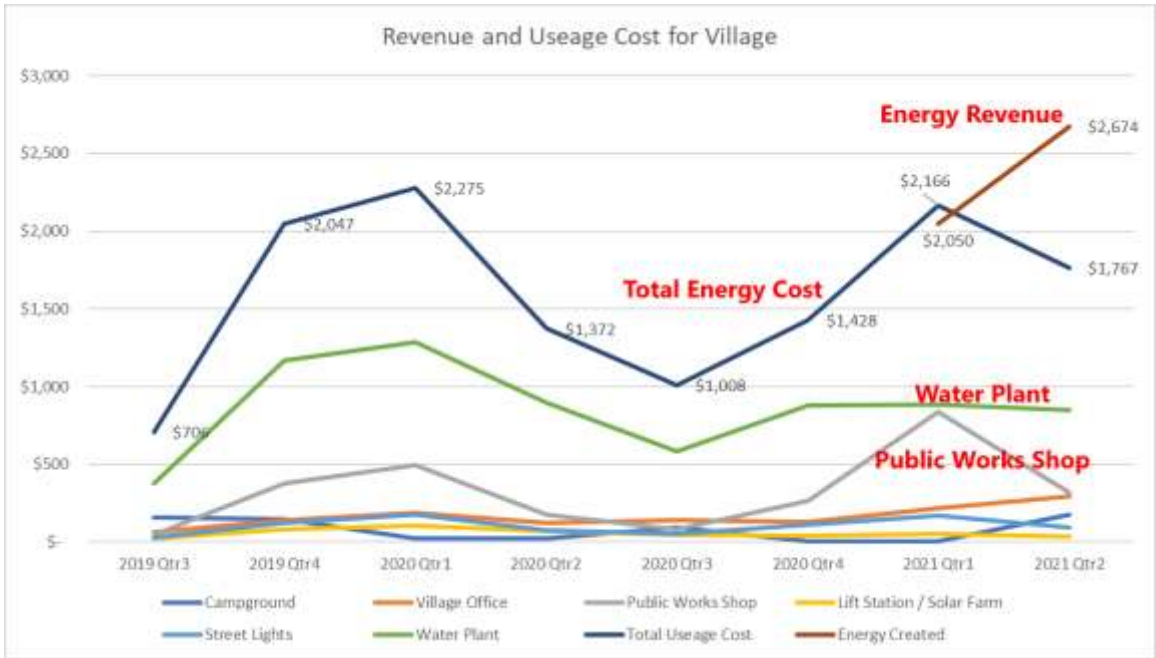
The Village of Carmangay became a member of the NewGen Energy solar club in early 2021, which allows the Village to optimize the revenue from the solar farm. The revenue collected is used to offset the bills for the Village office, Public Works Shop, Water Pumping Station and the Campground. The solar farm was operational in September of 2020 and revenue was provided by Epcor at that time.

Administration will review the below information to assist in optimizing further the benefits of the solar farm. We will work with the vendor to confirm all options. One of the primary options to be considered is locking in the electricity rate which has fluctuated much of the last 2 years.

The street lights are not eligible to be included in the program but are included in the below charts.

Administration is confident that the energy and savings targets will be achieved.





h) Local Food Infrastructure Fund Grant Application

Suggested Motion: Motion to support the Local Food Infrastructure Grant Application for the Village of Carmangay.

Background:

There is federal funding available for food security. The project is proposed to be beside the wind turbine blade on land owned by the Village.

The key features would be:

Raised Garden Beds

31 - maintenance free (No staining) insulated raised bed planter boxes.

Each raised bed will be supplied with water through a drip irrigation system



Rainwater Collection / Drip irrigation

Each of the structures will have metal roofs designed to capture the maximum amount of rain water run off. The run off water will be stored in a series of IBC totes in the learning center and green house. Based on a minimum of 50mm of rain each month

(the system will collect and store enough water to provide a one month water reserve. The water reserve capacity can be increased by simply adding more IBC totes. The water will be distributed to the raised beds by a solar powered pumping system making the project entirely off grid and self-sustaining.



Learning center/ Storage space

Small space to provide an area to share the design concept for the project along with education materials explaining the rain water collection/distribution system and basic square foot gardening practices. There will also be space for storage of gardening tools.

Green House

Small green house to allow the starting of plants in preparation of filling the planter beds.

Perimeter Fence



This will be a 6' high game fence with timber architectural accents. The fence has multiple purposes: First to keep small game from eating the garden, Provide protection to the area while providing a backdrop for future bushes and add the beauty of the area.

Limestone Pathways

The limestone will reduce vegetation growth between planter boxes, add to the aesthetics and provide a surface that is easy to walk on.

Lighting



Perimeter lighting on the fence will provide beauty to the site, security at night with motion sensing lights and is sustainable as it is solar powered.

The layout of the site it suggested as:



The budget is suggested as:

- Advertising to seek those interested in renting the building is going out this week.
- Based on the feedback, the design for a new structure will be created.

Does Council have any feedback on this project?