

Agenda
Village of Carmangay
Regular Council Meeting
Carmangay Community Hall
September 21, 2021
6:00 p.m.

1. Call to Order
2. Guests:
Darryl Scase, Auditor - 2020 Audited Financial Statements
Joyce Cook, Library Board – Library Electric Bill Request
3. Question Period
4. Approval of Agenda for September 21,2021 Regular Council Meeting
5. Approval of Minutes of August 17,2021 Regular Meeting of Council
6. Public Works Report
7. Administrator Report
8. Correspondence
9. Financial Reports
10. New Business
 - a) COVID Outbreak Update
 - b) Clean Energy Improvement Program Bylaw
 - c) Hutterian Brethren of Summerland Tribunal
 - d) 2021 Municipal Election Candidates Update
 - e) IDP Update
 - f) Engineering Update
 - g) McFarland Trail Upgrades
 - h) Old MLA Building Demolition Update
 - i) New Building Site Plan
 - j) Canadian Badlands Update
 - k) Library Electric Bill Request
 - l) Vulcan County Regional Emergency Bylaw 810
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,
August 17, 2021
at the Carmangay Community Centre**

CALL TO ORDER Meeting was called to order by Mayor Stacey Hovde at 5:58 p.m.

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

GUESTS None

QUESTION PERIOD

APPROVAL OF THE AGENDA

Motion made by Mayor Stacey Hovde to approve the agenda for July 20, 2021, with the addition of j) Community Enhancement Program, k) Closed Session.

Carried

MINUTES

Motion made by Councillor Peggy Hovde to approve the minutes of the Regular Council Meeting held July 20th, 2021.

Carried

Motion made by Deputy Mayor Doug Fraser to approve the minutes of the Special Council Meeting held August 4, 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 Mayor Stacey Hovde to accept both reports as presented.

Carried

CORRESPONDENCE

None

FINANCIAL REPORTS

Motion made by Deputy Mayor Stacey Hovde to accept the financial report as presented.

Carried

NEW BUSINESS

a) 2020 Audited Financial Statements

Motion made by Councilor Peggy Hovde to pass the 2020 Audited Financial Statements.

Carried

b) IDP Map Update

Motion made by Mayor Stacey Hovde to approve the changes to the CFO area of the IDP map in support of negotiations with the Vulcan County.

Carried.

c) Bylaw 806 Regional Assessment Bylaw

Motion made by Mayor Stacey Hovde to pass the first reading of Bylaw 806 Regional Assessment Bylaw.

Carried

Motion made by Councilor Peggy Hovde to pass the second reading of Bylaw 806 Regional Assessment Bylaw.

Carried.

Motion made by Deputy Mayor Doug Fraser for permission to pass third reading of Bylaw 806 Regional Assessment Bylaw.

Unanimously Carried.

Motion made by Mayor Stacey Hovde to pass the third and final reading of Bylaw 806 Regional Assessment Bylaw.

Carried.

d) Bylaw 807 Bylaw Enforcement Bylaw

Motion made by Deputy Mayor Doug Fraser to pass the first reading of Bylaw 807 Bylaw Enforcement Bylaw.

Carried.

Motion made by Councillor Peggy Hovde to pass the second reading of Bylaw 807 Bylaw Enforcement Bylaw.

Carried.

Motion made by Mayor Stacey Hovde for permission to pass the third reading of Bylaw 807 Bylaw Enforcement Bylaw.

Unanimously Carried.

Motion made by Councillor Peggy Hovde to pass the third and final reading of Bylaw 807 Bylaw Enforcement Bylaw.

Carried.

e) Bylaw 808 Bylaw Consolidation Bylaw

Motion made by Deputy Mayor Doug Fraser to pass the first reading of 808 Bylaw Consolidation Bylaw.

Carried.

Motion made by Councilor Peggy Hovde to pass the second reading of Bylaw 808 Consolidation Bylaw.

Carried.

Motion made by Mayor Stacey Hovde for permission to pass the third reading of 808 Consolidation Bylaw.

Unanimously Carried.

Motion made by Deputy Mayor Doug Fraser to pass the third and final reading of 808 Consolidation Bylaw.

Carried.

f) Bylaw 809 Fee Bylaw

Motion made by Mayor Stacey Hovde to pass the first reading of Bylaw 809 Fee Bylaw.

Carried.

Motion made by Deputy Mayor Doug Fraser to pass the second reading of Bylaw 809 Fee Bylaw.

Carried.

Motion made by Councillor Peggy Hovde for permission to pass the third reading of Bylaw 809 Fee Bylaw.

Carried.

g) Solar Farm – 1 Year Later

Accepted as information only.

h) Local Food Infrastructure Fund Grant Application

Motion made by Mayor Stacey Hovde to support the Local Food Infrastructure Grant Application for the Village of Carmangay.

Carried.

i) Friesen Building Update

Accepted as Information only

j) Community Enhancement Program

Motion made by Mayor Stacey Hovde to authorize staff to work on Community Enhancement Program.

Carried.

Reports

a) ORRSC

b) Marquis Foundation

Minister J.Pon visited the lodge on July 21 (participated with the residents in a sing along)

A lodge BBQ will be held August 13 in which the board will BBQ and serve the residents.

All Manors have full occupancy

- c) Vulcan District Solid Waste**
- d) FCSS**
- e) Southgrow**
- f) Twin Valley Regional Water Services Commission**
- g) Mayors and Reeves of Southern Alberta**

Closed Session

Motion made by Mayor Stacey Hovde to go into Closed Session @ 7:00 p.m.

Mayor Stacey Hovde, Deputy Mayor Doug Fraser, Councillor Peggy Hovde and CAO Bergen went into closed session under FOIP Division 2, Section 19 for the Old MLA Building site.

Motion made by Mayor Stacey Hovde to go out of Closed Session @ 7:20 p.m.

Adjournment

Mayor Stacey Hovde adjourned the meeting at 7:28 p.m.

Next Regular Council Meeting will be held on September 21, 2021 at 6:00 p.m.

Public Works Report

Dept	Priority	Item	Person Responsible	Notes
				1) Hydrovac and put in bollards 2) Cut asphalt and Put in conduit 3) install wiring 4) back fill and install 5)
Projects	1	Install car charging station	Patrick	
Buildings	1	Stake out 50 x 50 building on old MLA lot	Patrick	Complete
Buildings	1	Shut off and stub out the Atco line to the old MLA building	Patrick	In Progress
Buildings	1	Demolition of old MLA Building	Scott	Waiting for Atco
PW	1	Trim the trees with Vulcan County Lift	Scott	Complete - Will continue next year
PW	1	Provide requested information to MPE for ACP grant work	Patrick	Complete
PW	1	Pressure Switch back in on pump 2	Scott	Complete
Water	1	Integrate Inspection Report Items into project	Dale	Complete - include in MPE report
Water	1	Cap water line into old building (part of water project)	Blake	old water plant AE&P directive / waiting for emergency bypass / waiting to catalog all valves
PW	1	Trees for Telus lot	Patrick	Will order in the fall
PW	1	Replace dead trees on Whitney	Patrick / Scott	In Progress
PW	1	Replace air compressor at the shop	Scott	In Progress
Projects	2	Whitney sanitary line	Blake	May adjust timing due to change in water plant
Projects	2	Stage #3 waterlines	Blake	May adjust timing due to change in water plant
Projects	2	Stage #2 waterlines	Blake	May adjust timing due to change in water plant
Roads	2	Patch Asphalt in front of hotel, community hall and Old Colony		Need to follow up as original vendor did not follow through
PW	2	Use skid steer to remove organics and put gravel down at McFarland Trail	Patrick	In Progress - Need confirmation of trail surface
Sewer	3	Repair Sewer on Pacific Avenue	Blake	camera'd not a priority 1, 2021 project changed to priority #3
Roads	3	Pacific Avenue low spot on road – new base?	Scott	
Sewer	3	rebuild lift station fence	Blake	For future consideration - get chain link quote / \$9400 with mangate and barbedwire
PW	3	Finish WHMIS labelling	Scott	For summer students
PW	3	Clean up stairs and build office	Blake	In progress
Water	3	Final Stage #1 drawings with HMR Engineering	Blake	In Progress
Water	3	Install commercial service in Champion	Scott	Waiting for customer to build in industrial area
Water	3	Order gaskets for hydrants / rebuild hydrants	Blake	Parts are on hand / will do in the fall
Sewer	3	install evastrough on lift station	Blake	water dripping on lock, pending budget

Administrator Report

Item	Priority	Update
Readjust staffing to work from home where possible	1	Complete
Liaise with VCREMP to initiate communications as needed	1	Complete
Post Bank Specialist Position	1	Complete
Complete and post results of 2021 Election Nominations	1	Complete as at Council Meeting Time
Follow up on trees for Telus property	1	In Progress
Complete hire of Bank Specialist Role	1	In Progress
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
Confirm election process is ready and complete	1	In Progress
Complete Plan to share resources with neighbouring municipalities	1	In progress
Update the website security certificate	1	In progress

Update GST files	1	In Progress - have sign in but need CRA authorization
Investigate the Clean Energy Improvement Program opportunity	1	In Progress - Update at current meeting
Follow up on SDAB Contract	1	In progress - waiting for ORRSC
Follow up with TiPi Rings provincial agreement	1	In progress. The regional manager is reviewing.
Prepare for 2021 Audit	1	Scheduled for first week of November
Draft a CEIP Bylaw and present to CEIP for consideration	1	
Create package for new MPC member	1	
Complete ICS 100, 200 and 300 Training	2	Heather and Sandy have ICS 100
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.
Prepare all items for new Council and Organizational Meeting	2	Including offered training.

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 September 17, 2021

Current Cash and Investments	\$ 147,676
GST Receivable	\$ 26,590
Public Works Receivable	\$ 9,800 *Demolition of Friesen Building
Overdue Tax Owing	\$ 9,653
Current Tax Owing (due July 7, 2021)	\$ 47,073 *Most on payment plans
Overdue Utilities Owed	\$ 5,006
Capital Grants Receivable	\$ 100,000 *GST increased to \$100,000
Prepaid Expenses	\$ 11,184*In advance of ACP Grant
Revolving Credit	\$ 0
Total Cash and Near Cash	\$ 356,982

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

Report Date
2021-09-16 1:38 PM

Village of Carmanav
Budget versus Actual
For the Period Ending August 31, 2021

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	<u>Budget</u>	<u>Current</u>	<u>Year to Date</u>
REVENUES			
Taxes including School and Marquis	301,317.00	2,936.49	288,289.27
General Administration	111,603.00	3,475.31	69,746.67
Bylaw Enforcement	750.00	50.00	748.00
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	23,937.08	87,218.86
Bulk Water Sales	800.00	50.00	570.00
Wastewater and Disposal	31,000.00	5,438.38	22,040.56
Waste Management	57,500.00	9,971.37	40,329.67
Development	1,000.00	50.00	150.00
Parks and Recreation			450.00
Cemetery	500.00		450.00
Land Sales	20,000.00		
TOTAL REVENUES:	722,470.00	45,908.63	550,939.39
EXPENSES			
School, Marquis and Doctor Requisition	80,039.00	170.95	78,662.56
Council and Other Legislative	9,000.00	196.80	4,138.40
General Administration	211,686.00	34,999.71	185,816.36
Emergency and Bylaw	3,626.00		2,512.04
Public Works	181,136.00	11,472.62	85,677.71
Roads, Streets, Walks and Lighting	18,659.00	1,337.46	19,864.30
Water Supply and Distribution	120,062.00	16,849.06	89,332.29
Wastewater Treatment and Disposal	18,621.00		5,608.71
Waste Management	56,760.00	48,195.28	51,435.28
Community Programming	1,500.00		
Cemetery	2,000.00		
Development	6,500.00		3,453.32
Parks and Recreation	8,890.00	217.69	1,448.89
Culture including Library	3,265.00	580.00	2,520.00
CORONAVIRUS			545.07
TOTAL EXPENSES:	721,744.00	114,019.57	531,014.93
SURPLUS (DEFICIT)	726.00	(68,110.94)	19,924.46

11. New Business
a) COVID Outbreak Update

No Motion Required

Background:

On September 15, 2021 the Province of Alberta announced new restrictions to address the rising cases associated with the Delta Variant and previous reduced restrictions. The cases have risen faster in rural areas including the Vulcan County zone.

The Vulcan County Regional Emergency Management Partnership issued a communication that was shared on Carmangay's social media.

Staff have been working at home where appropriate but at this time we do not anticipate any reduced services. All work areas are cleaned and public works staff work in separate pieces of equipment to avoid cross contamination. All staff are wearing masks, working behind a barrier and / or staying the required distance away from the public.

These same conditions existed initially with Covid and are familiar to staff.

b) Clean Energy Improvement Program Bylaw

Suggested Motion:

Motion to provide the Draft Village of Carmangay CEIP Bylaw to the Clean Energy Improvement Program staff for review.

Background:

The next step is to draft a bylaw to be reviewed by CEIP. Once they have agreed to move forward it can be brought to Council for consideration.

Provided under separate cover is a draft copy of the bylaw. The important piece is to review the amount provided to the program and the eligibility requirements.

c) Hutterian Brethren of Summerland Tribunal

No motion required, for discussion only.

Background:

The following communications were provided to the Village with respect to the Hutterian Brethren of Summerland Tribunal.



2nd Floor, Summerside Business Centre
1229 – 91 ST SW
Edmonton, AB T6X 1E9

Tel (780) 427-2444
Email lpri.appeals@gov.ab.ca
Website www.lprt.alberta.ca

NOTICE OF TRANSMITTAL

Our File: D21/VULC/CO-021

September 13, 2021

Appellant: R. E. Harrison of Wilson Laycraft
on behalf of Hutterian Brethren of Summerland

Respondent: G. Fitch of McLennan Ross LLP on behalf of Vulcan County

Re: Decision: LPRT2021/MG0518

Enclosed is one copy of Board Order **LPRT2021/MG0518** which has been issued as a result of the hearing held on September 10, 2021.

Please quote our Board Order number in any future correspondence.

Land and Property Rights Tribunal

cc: A. Chen, Wilson Laycraft
R. Singh, McLennan Ross LLP
M. Niven, Carscallen LLP
S. Valupadas, Carscallen LLP
R. Barata, Carscallen LLP
A. Erickson, Vulcan County
M. Kiemele, Vulcan County
D. Headrick, Vulcan County
Hutterian Brethren of Summerland
Atco Gas
AltaLink Management Ltd. c/o Contract Land Staff
J. Wu, Alberta Environment and Parks
Telus Communications Inc.
J. Sonnenberg, National Resources Conservation
G. Smith, Environment & Parks - Calgary Regional Approvals
G. Simpson, Fortis Alberta Inc.
M. Armstrong, Alberta Environment & Parks

Cc'd: S. Hoyde, Village of Carmangay
L. Lyckman
J. Lee, Alberta Health Services
H. Janzen, Lethbridge County
R. Dyck, Oldman River Regional Services Commission
S. Dahl, Carmangay Fire Department
D. Atwood, D.A. Building Systems Ltd.
S. Albrecht, Little Bow Gas Co-op Limited
Alberta Culture, Multiculturalism & Status of Women
Adjacent Landowners



LAND AND PROPERTY RIGHTS TRIBUNAL

Citation: Hutterian Brethren of Summerland v Vulcan County, 2021 ABLPRT 518
Date: 2021-09-13
File No. D21/VULC/CO-021
Decision No. LPRT2021/MG0518
Municipality: Vulcan County

In the matter of an appeal from a decision of Vulcan County Development Authority (DA) respecting the proposed development of NW 12-13-24 W4M commenced under Part 17 of the *Municipal Government Act*, being Chapter M-26 RSA 2000, (*Act*).

BETWEEN:

Hutterian Brethren of Summerland

Appellant

- and -

Vulcan County

Respondent Authority

BEFORE: D. Piecowye, Presiding Officer
W. Jackson, Member
D. Woolsey, Member
(Panel)

K. Lau, Case Manager

DECISION

APPEARANCES
See Appendix A

This is an appeal to the Land and Property Rights Tribunal (LPRT) from a decision of Vulcan County (DA) respecting an application for a development permit affecting NW 12-13-24 W4M. A preliminary hearing was held via written submissions, on September 10, 2021, after notifying interested parties.

PRELIMINARY MATTER - BACKGROUND

[1] Prior to the hearing, the LPRT received a written request to postpone the merit hearing scheduled for September 10, 2021 to consider the appeal referenced above. Affected parties filed written submissions with respect to this request.

REASON APPEAL HEARD BY LPRT INSTEAD OF SDAB

[2] The appeal was filed with the LPRT instead of the local subdivision and development appeal board (SDAB) because, s. 685(2.1)(a) of the *Act* and s. 2 of the *Subdivision and Development Appeal Regulation* direct development appeals to the LPRT when the land that is the subject of the application is the subject of a licence, permit, approval or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board, Alberta Utilities Commission or the Minister of Environment and Parks (AEP).

[3] In this case, the subject land is the subject of a licence, permit, approval, or authorization granted by NRCB.

PARTY POSITIONS

Appellant's Position

[4] The Appellant requested a postponement and provided dates for the merit hearing. The postponement was requested because they are agricultural producers and are unable to adequately prepare their submissions.

SA's Position

[5] The SA took no position with the postponement request and provided dates they would be available for the merit hearing.

Affected Parties' Position

[6] Counsel for the Village of Carmangay and a number of local farmers support the postponement request and provided dates they would be available.

DECISION

[7] The request for a postponement is allowed.

[8] The merit hearing will proceed on **October 19, 2021** at 9:00am by videoconference.

- [9] The Appellant's submissions are to be submitted **October 5, 2021**.
- [10] The DA and other parties' submissions are to be submitted **October 12, 2021**.
- [11] The Appellant may provide a rebuttal to the above by **October 15, 2021**.
- [12] Written submissions are to be submitted to the LPRT and copied to other parties by 12 noon on the dates above by email. Submissions to the LPRT are to be sent to lppt.appcals@gov.ab.ca and kellie.lau@gov.ab.ca.

REASONS

[13] Section 17.1 of the MGB Subdivision and Development Procedure Rules – which continue under the LPRT – allows for the postponement of appeal hearings with the approval of a panel. The LPRT finds it appropriate to postpone the hearing to allow the parties additional time to prepare and set the hearing at the earliest available date the parties provided that the LPRT could accommodate. The *Act* sets out short timeframes for the development process and the approved postponement balances the ability for the parties to prepare with ensuring the process continues in a timely manner.

[14] Please note that this panel is not seized with this matter, and the LPRT may schedule a different panel to hear the merit hearing.

Dated at the City of Edmonton in the Province of Alberta this 13th day of September, 2021.

LAND AND PROPERTY RIGHTS TRIBUNAL



D. Picowye, Member

APPENDIX A

PARTIES WHO MADE SUBMISSIONS

NAME	CAPACITY
R. Harrison	Appellant's Counsel
G. Fitch	Vulcan County's Counsel
M. Niven	Affected Party's Counsel (Village of Carmangay and local farmers)

APPENDIX B

DOCUMENTS RECEIVED PRIOR TO THE HEARING

NO.	ITEM
P1A	Request from Appellant for postponement
P2R	SA's response to postponement
P3AP	Village of Carmangay's response to postponement

d) 2021 Municipal Election Candidates Update

For Information Only

The candidates for the Village of Carmangay in alphabetical order are:

Sue Dahl
Doug Fraser
Stacey Hovde
Kym Nichols
Sheila Smidt

It is intended to provide space on the Village of Carmangay website for a picture and background and platform to be provided to each candidate. The submission will be a maximum of 500 words.

As this is the last Council meeting for Councillor Peggy Hovde, administration would like to congratulate her on the last 4 years accomplishments and looks forward to her visiting the office often as a citizen in the coming years.

e) IDP Update

This agenda item is provided if any follow up is required from the Council to Council discussion between Vulcan County and the Village of Carmangay as to next steps to finalize the IDP.

f) Engineering Update

No Motion Required, Information Only

MPE has completed most of their work and are finalizing the water flow modelling that will be used moving forward to track the impact of future work. They will be ready and available for the next meeting of Council.

Based on their recommendations, the 2022 Capital Budget can be created for Councils consideration making use of the recommendations.

g) McFarland Trail Upgrades

For Discussion

Background:

The McFarland Trail Draft Master Plan has been provided under separate cover for Council's information.

To date, the Carmangay Rec Board has provided \$7,500 for work on the trail that has been used to paint all of the information posts as well as the bridge. Additionally, the road at the north end of the trail system has been upgraded with approximately 6 days of staff time and equipment.

The budget to continue will exceed the \$7,500 grant. An option that Council may consider is utilizing the funds that Vulcan County is providing in gravel, manpower and equipment use and order enough gravel to finish the north end of the road.

h) Old MLA Building Demolition Update

For Information Only

The old MLA building is ready for demolition except for the Atco service that need to be shut off and stubbed back from the site. It is anticipated that this will take another few weeks to work through their system.

All other manpower and equipment as well as utility shutoffs are in place.

i) New Building Site Plan

Suggested Motion:

Motion to continue to draft the required building per the below diagrams into a contractor bid package.

Background:

The demolition piece is complete and the insurance companies received 2 quotes for the rebuild of the old building. The lowest bid ended up at \$207,000 which will be the available funds to build a 1 story slab on grade building in the same location. Below are provided images that will be useful for Council consideration of the site plan and possible layout of the new building.

It is intended that the Village office and ATB will be moved to the back unit of the new building and be accessible by the courtyard area between the 2 buildings. This would provide 3 Village owned units that would be approximately 650 to 700 square feet and available for rental.

There is flexibility in the design and it is intended to be open. The request is to further the design work and make it available for the successful bidder.





**j) Canadian Badlands Update
For Discussion Only**

The Canadian Badlands organization will be wound down. Councillor Peggy Hovde attended the last meeting and has provided an update.

k) Library Electric Bill Request

Suggested Motion: Motion to move the electricity billing for the Library building to the Village of Carmangay for payment.

Background:

In the early days of the solar farm installation, the CAO and Library manager discussed the electricity that is used at the Library. It was suggested at the time by the CAO that the library may be part of the program utilizing the credits produced by the solar farm to cover the costs for the library.

At that time, it was believed that all the credits produced by the solar farm would need to be used within the buildings owned by the Village. After review of the bills from the last 2 years as well as the benefits from the New Gen Solar Pool membership, it is now understood that the Village will be able to benefit by covering the electrical costs of the lift station, water pumping station, Village office as well as the Public Works Shop. The remaining credits above these costs are given to the Village by deposit into the Village bank account. This makes those funds available for whatever is required by the Village.

The library currently has electrical bills estimated at \$1,760 per year based on the previous years usage. The Village has offered to purchase an electric heater for the front of the building to replace the second furnace that was removed. This is a temporary measure until building renovations are done.

The billing from last year at the Library was:

Month	Amount
January	\$ 180.21
February	\$ 215.26
March	\$ 194.53
April	\$ 165.14
May	\$ 149.00
June	\$ 117.85
July	\$ 128.18
August	\$ 107.97
September	\$ 120.22
October	\$ 126.74
November	\$ 121.85
December	\$ 134.24
	\$ 1,761.19

I) Vulcan County Regional Emergency Bylaw 810

Suggested Motions:

Motion to pass first reading of Bylaw 810 the Vulcan County Regional Emergency Bylaw.

Motion to pass second reading of Bylaw 810 the Vulcan County Regional Emergency Bylaw.

Motion for permission to pass third reading of Bylaw 810 the Vulcan County Regional Emergency Bylaw.

Motion to pass third reading of Bylaw 810 the Vulcan County Regional Emergency Bylaw.

Background:

The following background was provided. The Bylaw is attached below the notes.

Proposal & Background

Through the fall of 2019 and early 2020 the Vulcan County Regional Emergency Management Partnership (VCREMP) Organization Bylaws were passed by the seven

partnering municipalities. These bylaws were enacted to allow all municipalities within Vulcan County the ability to handle emergency management on a regional approach. These bylaws were then sent to Municipal Affairs to receive Ministerial approval.

In May of 2020, Municipal Affairs advised that the bylaws required further refinement to address the following:

- Local Authority Emergency Management Regulation (LEMR) s.2(2)(b), Establish that the committee provides guidance and direction to the EM agency;
- Delegate all powers and authority under the EMA with exception to SOLE;
- A failure to state the membership and Chair of the Regional Emergency Management Committee by title or position as required under s. 2 (2) (d) of the LEMR;
- A failure to appoint a Regional Director of Emergency Management by name, title or position as required under s. 3 (2) (b) of the LEMR;
- A failure to state the Regional Advisory Committee's meeting frequency and quorum in the text of the bylaw as required under s. 2 (2) of the LEMR;
- Follow Provincial terminology and change EOC to ECC;
- Include "Incident Command Post" in definitions;
- Include that ICS system will be utilized for command, control and coordination;
- Clarify appointment of Regional Director of Emergency Management and Deputy Directors.
- Adding language for a SOLE declared due to a Pandemic.
- Strike Emergency Management Act language from Regional Director of Emergency Management definition.
- Clarify Council delegates' powers to the Emergency Management Committee, not the Emergency Management Agency.
- Simplify section 14 of the bylaw by just stating powers granted under section 24 of the Emergency Management Act.

Other amendments that are included are adding the Vulcan County Director of Protective Services and any Municipal Public Works to peoples advising the Agency.

The Alberta Emergency Management Agency has once again reviewed the draft bylaw and are of the opinion it meets the legislative requirements.

Strategic Plan Alignment

Safe Communities

Financial/Policy Consideration

The Villages, Town and Vulcan County found it beneficial to coordinate Emergency Management through a regional approach. As municipalities, we are all mandated to exercise our emergency management plans and assemble our Emergency Management

Committee's annually to ensure the emergency management plans address potential emergencies and disasters. If conducted accordingly, these activities involve numerous outside agencies, and take considerable planning. As all of the municipalities within Vulcan County would have nearly identical outside agencies participating in emergency management, efficiencies are gained through the regional approach. Furthermore, in the event that an emergency does occur, the regional model does allow for the pooling of resources and manpower.

VILLAGE OF CARMANGAY
Bylaw Number 810
Vulcan County Regional Emergency Management Partnership
Organization

Being a bylaw of the Village of Carmangay in the Province of
Alberta to establish the Vulcan County Regional Emergency
Management Partnership Organization.

WHEREAS the Village of Carmangay is responsible for the direction and control of its emergency response and is required under the Emergency Management Act, Chapter E-6.8, RSA 2000, to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency.

AND WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed, such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act.

AND WHEREAS it is desirable in the public interest, and in the interests of public safety that a regional emergency management organization be formed to coordinate a regional emergency approach and programs.

AND WHEREAS the municipalities within Vulcan County wish to establish a Regional Emergency Advisory Committee, and a Regional Emergency Management Agency, led by a Regional Director of Emergency Management.

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

1. This Bylaw may be cited as the "Regional Emergency Management Bylaw".
2. In this Bylaw the following words and terms shall have the following meanings:
 - a. "**Act**" means the Emergency Management Act, Chapter E-6.8, RSA 2000;
 - b. "**Agency**" means the Regional Emergency Management Agency;
 - c. "**Council**" means the Council of the Village of Carmangay;
 - d. "**CAO**" means the Chief Administrative Officer as appointed by Council.

- e. **“Director of Emergency Management”** (DEM) means the person appointed by resolution of Council as the “Chief Administrative Officer” (CAO) who shall be responsible for the municipality’s Emergency Management Program;
- f. **“Disaster”** means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property;
- g. **“Emergency”** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;
- h. **“Emergency Coordination Centre”** (ECC) means the physical location which supports the needs of the municipality or the Vulcan County Regional Emergency Management Partnership as a whole, and where the coordination of information and resources to support incident management (on-scene operations/Incident Command Post) activities normally take place.
- i. **“Emergency Management Advisory Committee”**, (the Committee) means the Emergency Advisory Committee of the Vulcan County Regional Emergency Management Partnership as established by agreement between and the bylaws of the Parties;
- j. **“Incident Command Post”** means the primary field location where primary functions are performed.
- k. **“Vulcan County Regional Emergency Management Partnership”** (VCREMP) means the Vulcan County Regional Emergency Management Partnership as established by agreement between and the bylaws of the respective municipal councils of the Parties;
- l. **“Local Authority”** means, where a municipality has a council within the meaning of the Municipal Government Act, Chapter M-26, RSA 2000, that council;
- m. **“Minister”** means the Minister charged with administration of the Act;
- n. **“Parties”** means the Town of Vulcan, Vulcan County, and the Villages of Arrowwood, Carmangay, Champion, Lomond and Milo;
- o. **“Vulcan County Regional Emergency Management Plan”**, (the Plan) means the Vulcan County Regional Emergency Management Plan to co-ordinate the preparation for, response to and recovery from an emergency or disaster.
- p. **“Regional Deputy Director of Emergency Management”** (RDDEM) means the person responsible for the duties of the Regional Director of Emergency Management in their absence;
- q. **“Regional Director of Emergency Management”** (RDEM) means the person responsible to lead the Regional Agency in the preparation for, response to and recovery from a disaster or emergency;

- r. **“Regional Emergency Management Agency”**, (the Agency) means the Vulcan County Regional Emergency Management Partnership Agency as established by Agreement between and the bylaws of the respective municipal councils of the Parties; and
- s. **“Regional Emergency Coordination Centre” (RECC)** means the primary and backup Regional Emergency Coordination Centre as established and maintained in accordance with the Regional Emergency Management Plan

3. Council agrees

- a. through the VCREMP, to establish the Committee to guide the creation, implementation and evaluation of VCREMP plans and programs and to advise Council on the development of the aforementioned plans and programs.
- b. Council agrees that the Committee is authorized to act as the agent of Council to carry out its statutory powers and obligations under the Emergency Management Act and the Local Authority Emergency Management Regulation. This however does not include the power to declare, renew, or terminate a state of local emergency (SOLE).

4. The Committee shall:

- a. consist of one appointed municipal Councillor from the Village of Arrowwood, the Village Carmangay, the Village of Champion, the Village of Lomond, the Village of Milo, the Town of Vulcan, and Vulcan County, each of whom shall have one (1) vote regarding any matter coming before the committee;
- b. each municipality shall also appoint one (1) alternate member to the committee who shall be permitted to vote in the absence or in place of the primary member;
- c. have a quorum of 4 members;
- d. appoint one of the municipal members as chair, whom will hold the position for two years;
- e. shall meet at a minimum frequency of one time per year;
- f. review the Regional Emergency Management Plan and related plans and programs on a regular basis; and
- g. advise Council, duly assembled, on the status of the Regional Emergency Management Plan and related plans and programs at least once each year;
- h. provide guidance and direction to the Regional Emergency Management Agency, as per the Local Authority Emergency Management Regulation 2(b).

5. Council shall:
 - a. by resolution, appoint one (1) of its members to serve on the Committee and at least one (1) member as an alternate;
 - b. provide for the payment of expenses of its member(s) of the Committee;
 - c. ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Village of Carmangay and the VCREMP Region;
 - d. approve the Regional Emergency Plans and Programs as they related to the Village of Carmangay and the VCREMP Region;
 - e. review the status of the Regional Emergency Plan and related plans and programs at least once a year; and
 - f. by resolution appoint the CAO as DEM;
 - g. by resolution, on the recommendation of the Emergency Management Advisory Committee, appoint a Regional Director of Emergency Management and six (6) Deputy Director of Emergency Management.

6. Council will still retain the power to declare, renew or terminate a State of Local Emergency (SOLE) for any incident that is occurring or may occur within the jurisdiction of the Village of Carmangay.

7. Council may:
 - a. by resolution appoint one (1) or more DDEM;
 - b. by bylaw that is not advertised, borrow, levy, appropriate and expend all sums required for its share of the operation of the Committee and the Agency; and
 - c. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs including mutual aid plans and programs.

8. Council agrees through the VCREMP to have a Regional Director of Emergency Management (RDEM). The RDEM is responsible to lead the Regional Agency in the preparation for, response to and recovery from a disaster or emergency.
 - a. Council agrees through the VCREMP to have six (6) Deputy Regional Directors of Emergency Management (RDDEM).
 - b. The RDDEM and six (6) DDEM appointments shall represent all partner municipalities.

9. The Agency shall be comprised of the following persons:
 - a. the CAO of each municipality which is a member of VCREMP;
 - b. DEM of each municipality which is a member of VCREMP;

- c. DDEM of each municipality which is a member of VCREMP;
10. The Agency may request that the following persons may join or advise the Agency for each period of time that the Agency deems appropriate:
- a. Non Commissioned Officer in charge of RCMP or designate;
 - b. the Vulcan County Director of Protective Services;
 - c. Fire Chiefs or Designates;
 - d. Enforcement Services Manager or designate;
 - e. Emergency Public Information Officers or designates;
 - f. Vulcan County Protective Services;
 - g. Alberta Health Services representatives or designates;
 - h. School Superintendent or designate;
 - i. Emergency Social Services Managers or designates;
 - j. Representative(s) from adjacent municipalities which have entered in the Agency;
 - k. Municipal Public Works;
 - l. Representatives from local business;
 - m. Representatives from local industry or industrial associations;
 - n. Representatives from Alberta Municipal Affairs;
 - o. Representatives from local utility companies; and
 - p. Anybody else who might serve as useful purpose in the preparation or implementation of the Regional Emergency Plan.
11. The Agency shall:
- a. guide the creation, implementation and evaluation of Regional Emergency Plans and programs for the VCREMP Region;
 - b. determine the direction of the Agency and any of its sub groups;
 - c. coordinate all emergency services and other resources used in an emergency;
 - d. ensure that in the event of an emergency, an individual or group of individuals is designated under the Regional Emergency Management Plan to act, on behalf of the Agency. The designation of an individual or group of individuals to act on behalf of the Agency shall be guided by the following:
 - i. In the event of an emergency/incident affecting only one municipality, the local DEM will serve as the Emergency Coordination Centre (ECC) Director in the local ECC. This ECC will be supported by resources of the VCREMA as required including the activation of the Regional Emergency Coordination Centre (RECC); and
 - ii. In the event of an emergency/incident, resulting in the activation of the RECC within or affecting more than one municipality within the VCREMP Region, the RDEM will serve as ECC Director for the emergency/incident.

As the DEMs from the affected municipalities arrive at the RECC, the RDEM and local DEMs will jointly decide who will take the lead role in the RECC.

- e. ensure someone is designated to discharge the responsibilities specified in paragraphs b, c, and d of this Section.
 - f. shall utilize the command, control and coordination system (ICS) as prescribed by the Managing Director of the Alberta Emergency Management Agency.
 - g. On an annual basis, advise the Committee, duly assembled, on the status of the Regional Emergency Management Plan and any actions which have been performed.
12. In the event of an emergency entirely within the boundaries of and only affecting the Village of Carmangay, the authority and powers to declare or renew a state of local emergency under the Act, the authority and powers specified in Section 15 of this Bylaw, and the requirement specified in Section 19 of this Bylaw are hereby delegated to a municipal committee comprised of the Reeve or any two (2) Councillors. This municipal committee may at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
13. When a state of local emergency is declared, the Agency on behalf of the Village of Carmangay shall:
- a. ensure that the declaration identifies the nature of the emergency and the area in which it exists;
 - b. cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
 - c. forward a copy of the declaration to the Minister forthwith.
14. When the Village of Carmangay has declared a state of local emergency, the Village of Carmangay may for the duration of that State of Local Emergency, do all acts and take all necessary proceedings including the following:
- a. cause any emergency plan or program to be put into operation;
 - b. exercise any power given to the Minister under section 19(1) of the Emergency Management Act in relation to the part of the municipality affected by the declaration;
 - c. authorize any persons at any time to exercise, in the operation of an emergency plan or program, any power given to the Minister under section 19(1) of the Emergency Management Act in relation to any part of the municipality affected by a declaration of a state of local emergency.

15. In accordance with Section 28 of the Act, no action lies against a Local Authority or person acting under the Local Authority's direction or authorization for anything done or omitted to be done in good faith while carry out a power or duty under this Act or in the regulations during a state of local emergency.
16. In accordance with Section 535(1)(2) of the *Municipal Government Act*, councillors, council committee members, municipal officers (CAO and employees) and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under the Municipal Government Act or any other enactment.
17. In consultation with the Regional Emergency Management Agency, if the emergency no longer exists, the Village of Carmangay, shall, by resolution, terminate the declaration.
18. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
 - a. a resolution is passed under Section 18
 - b. a period of seven (7) days has lapsed since it was declared, unless it is renewed by resolution;
 - c. if declared due to a Pandemic a period of twenty eight (28) days has lapsed since it was declared, unless it is renewed by resolution
 - d. the Lieutenant Governor in Council makes and order for a state of emergency for the same area; or
 - e. the Minister cancels the state of local emergency for the affected area.
19. When a declaration of a state of local emergency has been terminated, the Agency on behalf of the Village of Carmangay shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
20. The Regional Emergency Advisory Committee is delegated the authority to create policies relating to the emergency preparedness, mitigation, response, recovery and the operation of the Vulcan County Regional Emergency Partnership and the Agency.
21. Should any provisions of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the bylaw and the remainder shall remain in force and be binding as though such provision had not been invalid.

22. Bylaw 786 is hereby rescinded

23. This Bylaw shall come into force and take effect upon third reading

READ A FIRST TIME IN COUNCIL THIS 21st DAY OF SEPTEMBER, 2021.

READ A SECOND TIME IN COUNCIL THIS 21st DAY OF SEPTEMBER, 2021.

UNANIMOUS CONSENT FOR THIRD READING GIVEN THIS 21st DAY OF SEPTEMBER, 2021.

READ A THIRD TIME IN COUNCIL THIS 21st DAY OF SEPTEMBER, 2021.

Stacey Hovde – Mayor

Patrick Bergen – CAO