





This Strategic Plan provides a strong foundation for our organization to use as we move forward into the future. It reflects our commitment to the health, well-being, connectedness, and economic prosperity of our community. We want to make sure Alix is not just a great place to live, raise a family, and retire, but a place where one day your kids can live and raise a family of their own. And as we grow, we want to keep all the things that make our community special. In addition to the strategic goals in this plan, the Village of Alix will also continue delivering on fundamental municipal responsibilities such as fire protection, planning and development, water, waste collection, safe roads and more. Our community is much more than its elected representatives and municipal staff. It's the citizens who live, volunteer, work, play, and socialize here who shape this community and bring it to life. This plan shows our commitment to working for you and with you to help shape a bright future we can all be proud of.

## Vision

Vibrant Village by the lake

## Mission

We foster an open, cooperative government that encourages public participation and ensures levels of service our citizens expect and deserve.

## Core Values

**Community:** We will help citizens maintain the Village's unique qualities, foster a strong sense of belonging and strive to meet needs locally.

**Fiscal Responsibility:** As stewards of community resources, we will deliver municipal services in a cost-effective way.

**Innovation:** We will seek innovative solutions for the growth and success of the community.

**Respect:** We will treat each other with respect and act with integrity.

**Safety:** We will work in partnership with the community to prevent crime and protect lives, property, and the public realm.

**Teamwork:** We will build strong relationships with our public, employees, and partners under the shared goal of continuous improvement.

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, March 6, 2024, at 6:00 P.M.

Present: Mayor Rob Fehr, Councillors Barbara Gilliat, Janice Besuijen, Tim Besuijen and Edwin Cole

Also Present: Michelle White, Chief Administrative Officer

Call to Order: Mayor Fehr called the meeting to order at 6:00 P.M.

Amendments/Deletions to Agenda: Mayor Fehr called for amendments to the agenda.

Approval of Agenda:

Resolution #049/24: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda with the following amendment:

Add: Closed Meeting: b) FOIP Section 27, Privileged Information RE: Legal Opinion

CARRIED

Minutes: a) Regular Meeting – February 21, 2024

Resolution #050/24: Moved by Councillor J. Besuijen that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, February 21, 2024, be accepted as presented.

CARRIED

Delegation: None

Bylaws: None

Unfinished Business: None

New Business: a) Policy No. 44 – Sale of Municipal Lands - Request for Decision 24-11

Resolution #051/24: Moved by Councillor T. Besuijen that the Village of Alix Council hereby approves Policy No. 44, Sale of Municipal Lands, as amended and sets a review date of 2026 for the policy.

CARRIED

Financial Reports: None

Committee Reports: a) Red Deer River Municipal User Group – Councillor T. Besuijen  
b) Lacombe Regional Solid Waste Commission – Councillor Gilliat  
c) Parkland Regional Library Board – Councillor Gilliat

d) Alix Public Library Board – Councillor Gilliat

Resolution #052/24: Moved by Councillor Gilliat that the Village of Alix Council accept the Committee Reports as presented.

CARRIED

Administrative Reports: None

Correspondence and Information:

a) Tyler Gandam, President, Alberta Municipalities – Keeping Political Parties Out of Local Elections

Resolution #053/24: Moved by Councillor T. Besuijen that Correspondence Item (a) be accepted as information.

CARRIED

Closed Meeting:

a) FOIP Section 17 – Personal Privacy Re: Human Resources

b) FOIP Section 27 – Privileged Information Re: Legal Opinion

Resolution #054/24: Moved by Councillor Gilliat that the Village of Alix Council go into a Closed Meeting at 6:33 P.M. to discuss FOIP Section 17, Personal Privacy regarding Human Resources and FOIP Section 27, Privileged Information regarding a Legal Opinion.

CARRIED

Councillor Cole exited the meeting at 6:35 pm  
Councillor Cole returned to the meeting at 6:53 pm

Resolution #055/24: Moved by Councillor Gilliat that the Village of Alix Council return to the Public Meeting at 7:04 P.M.

CARRIED

Adjournment:

Resolution #056/24: Moved by Councillor J. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 7:04 P.M.

CARRIED

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Mayor

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Chief Administrative Officer

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# ADMINISTRATION REPORT

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**Date:** March 12, 2024      RFD 24-14  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** Intermunicipal Development Plan

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1. **PURPOSE** – To give first reading to the draft Intermunicipal Development Plan.
2. **BACKGROUND** – Alix and Lacombe have been conducting a full review of the Intermunicipal Development Plan (IDP). It has reached the stage where it can be presented to Council for approval.
3. **OPTIONS** –
  1. To give first reading to Bylaw 483/24 and schedule a Public Hearing.
  2. To table this item to a future meeting.
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – There will be costs associated with advertising the Public Hearing as required under section 606 of the MGA.
6. **LEGAL** – MGA s. 631(1) “Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries and that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with section 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.”
7. **POLITICAL/PUBLIC IMPLICATIONS** – We are coordinating the timing of bylaw readings and Public Hearings with Lacombe County since this is a joint planning document.
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolutions;

“that the Village of Alix Council give first reading to Bylaw 483/24, being a bylaw to adopt the Village of Alix / Lacombe County Intermunicipal Development Plan.”

“that the Public Hearing regarding Bylaw 483/24 is hereby set for April 17, 2024 at 6:00 pm, and will be held at 4849 50<sup>th</sup> Street Alix.”



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Author



# VILLAGE OF ALIX

## BYLAW NO. 483/24

BEING A BYLAW OF THE VILLAGE OF ALIX IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING THE VILLAGE OF ALIX/LACOMBE COUNTY INTERMUNICIPAL DEVELOPMENT PLAN, PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26 OF THE REVISED STATUTES OF ALBERTA 2000, AND AMENDMENTS THERETO.

WHEREAS the Councils of Lacombe County and the Village of Alix have recognized the need to cooperate in the planning of future land use and development in the fringe area around Alix;

AND WHEREAS notice was given by the Village, of Council's intention to pass this Bylaw in the following local newspaper:

East Central Review Dates: \_\_\_\_\_  
\_\_\_\_\_

AND WHEREAS a Public Hearing was held on \_\_\_\_\_, 2024 to allow the general public to comment on the amended Inter-municipal Development Plan;

NOW THEREFORE the Council of the Village of Alix adopts the amended Village of Alix/Lacombe County Inter-municipal Development Plan as described in Schedule "A", being the document attached hereto.

NOW THEREFORE Bylaw #433/18 shall be repealed in its entirety.

This bylaw shall come into force and effect upon third and final reading.

Read a first time this 20<sup>th</sup> day of March, 2024.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

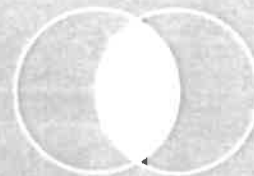
Read a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO



Village of Alix/Lacombe County  
**INTERMUNICIPAL  
DEVELOPMENT PLAN**



2024 UPDATE - DRAFT



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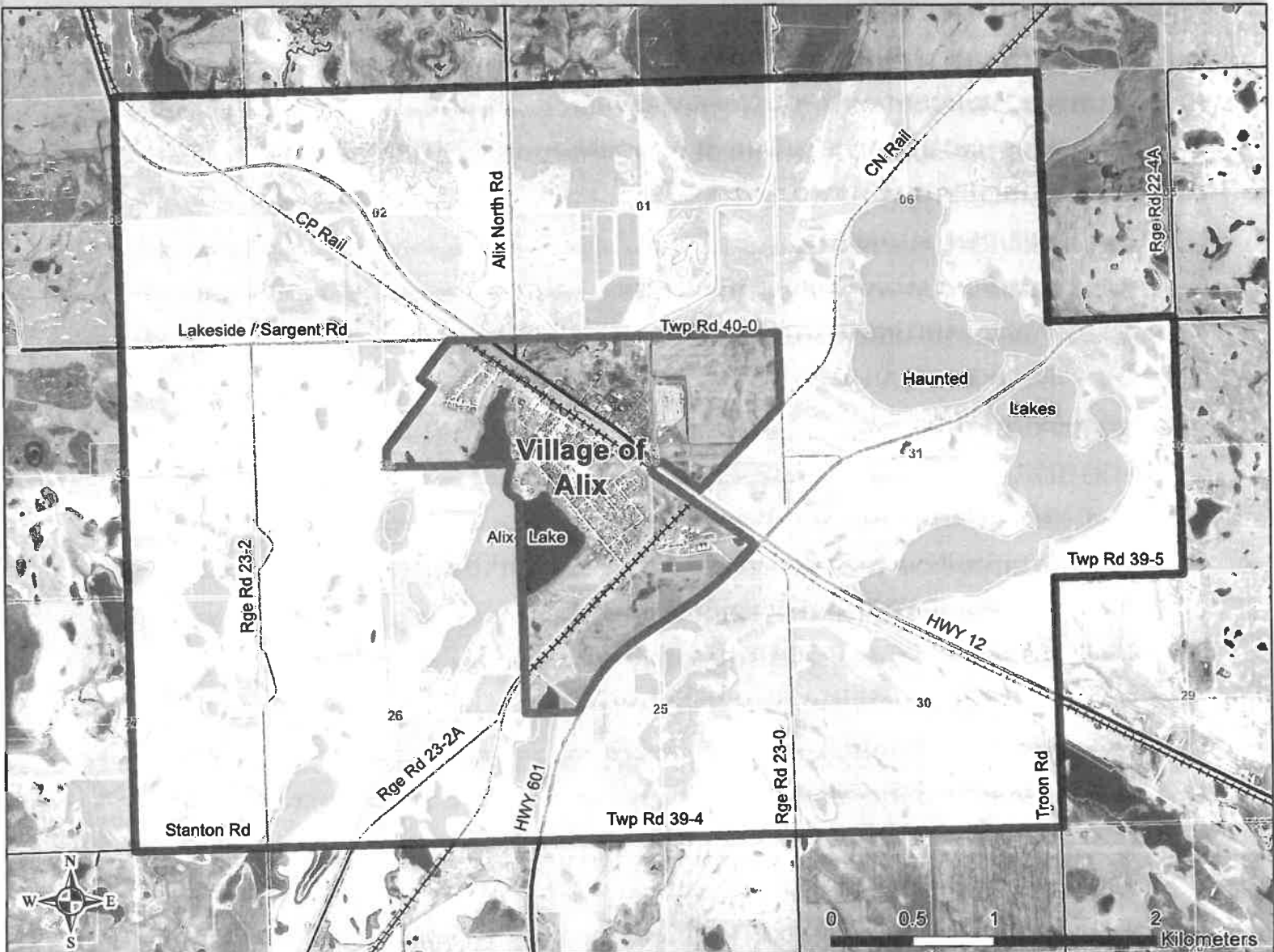
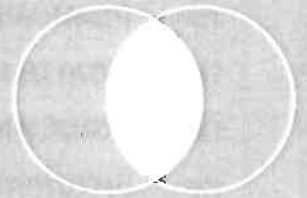
[info@villageofalix.com](mailto:info@villageofalix.com)

For electronic copies of this document, please visit either municipality's website. For paper copies of this document, please contact either municipality directly.

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# 1.0 INTRODUCTION



# 1.0 INTRODUCTION

## 1.1 PLAN BACKGROUND AND PURPOSE

Intermunicipal planning is an ongoing effort between two or more municipalities to make land use planning decisions in a manner that reflects the mutual and individual interests of the affected municipalities. An Intermunicipal Development Plan (IDP) is a broad-based policy document that is designed to ensure that development surrounding an urban municipality takes place in an environmentally responsible and sustainable manner without significant unnecessary costs and unacceptable negative impacts on either municipality. It recognizes the difficult challenges facing both municipalities as they try to deal with growth pressures in a way that is mutually beneficial. An Intermunicipal Development Plan is expected to provide both municipalities with a comprehensive long range land use based plan that reduces potential development conflicts, addresses other community concerns and provides a framework for ongoing consultation in areas of mutual interest. An Intermunicipal Development Plan is a mandatory document intended to supplement an Intermunicipal Collaboration Framework between both municipalities, in accordance with the requirements of the *Municipal Government Act*.

Land use planning decisions made by the Village and County affect and influence one another. Some of the prominent planning issues include potential conflicts between urban and rural land uses in proximity to one another, and the coordination of infrastructure and provision of services. Positive relations, achieved through communication and consultation, can provide many opportunities to share resources, achieve economic development goals and reduce the costs of providing municipal and community services.

In January 2018, the Village of Alix and Lacombe County re-assembled the steering committee to review the Plan adopted in 2012. The steering committee consists of two Councillors from each municipality, Lacombe County's Manager of Planning Services and the Village of Alix's Chief Administrative Officer to guide the Plan review. Each municipality also appointed additional staff members to assist with the plan's review. The Committee, with assistance from municipal staff, consulted with residents and landowners to review the 2012 Intermunicipal Development Plan, with a planning horizon of 30 years. This Plan will, at a very broad scale, guide future growth for both municipalities and provide a forum for intermunicipal discussion and collaboration as development occurs in and around the urban fringe of the Village of Alix.

Usually focused on lands in and around an urban municipality, the Plan seeks to address growth pressures in an equitable way that minimizes conflict, infrastructure costs, and complements the respective visions of both municipalities. It provides a level of consistency and opportunity for conflict resolution, as land use decisions by either municipality can have a significant and long-term impact on the adjacent municipality. An IDP attempts to protect environmentally significant areas while still accommodating the demands of growing municipalities. The Plan may also identify opportunities for joint economic development in order to maximize economic benefits that otherwise may not have been achievable by the municipalities on their own.

## 1.2 ENABLING LEGISLATION

The *Municipal Government Act*, RSA 2000 cM-26 (as amended) outlines the enabling legislation for the creation of an Intermunicipal Development Plan in the following sections:

631(1) *Two or more councils of municipalities that have common boundaries that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.*

(1.1) *Despite subsection (1), the Minister may, by order, exempt one or more councils from the requirement to adopt an intermunicipal development plan, and the order may contain any terms and conditions that the Minister considers necessary.*

(1.2) *Two or more councils of municipalities that are not otherwise required to adopt an intermunicipal development plan under subsection (1) may, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.*

(2.0) *An Intermunicipal Development Plan*

(a) *must address*

- (i) *the future land use within the area,*
- (ii) *the manner of and the proposals for future development in the area,*
- (iii) *the provision of transportation systems for the area, either generally or specifically,*
- (iv) *proposals for the financing and programming of intermunicipal infrastructure for the area,*
- (v) *the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,*
- (vi) *environmental matters within the area, either generally or specifically,*
- (vii) *the provision of intermunicipal services and facilities, either generally or specifically, and*
- (viii) *any other matter related to the physical, social or economic development of the area that the councils consider necessary,*

*and*

(b) *must include*

- (i) *A procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan;*
- (ii) *A procedure to be used, by one or more municipalities, to amend or repeal the plan; and*
- (iii) *Provisions relating to the administration of the plan.*

(3) *The council of a municipality that is required under this section to adopt an intermunicipal development plan must have an intermunicipal development plan that provides for all of the matters referred to in subsection (2) within 5 years from the date this subsection comes into force.*

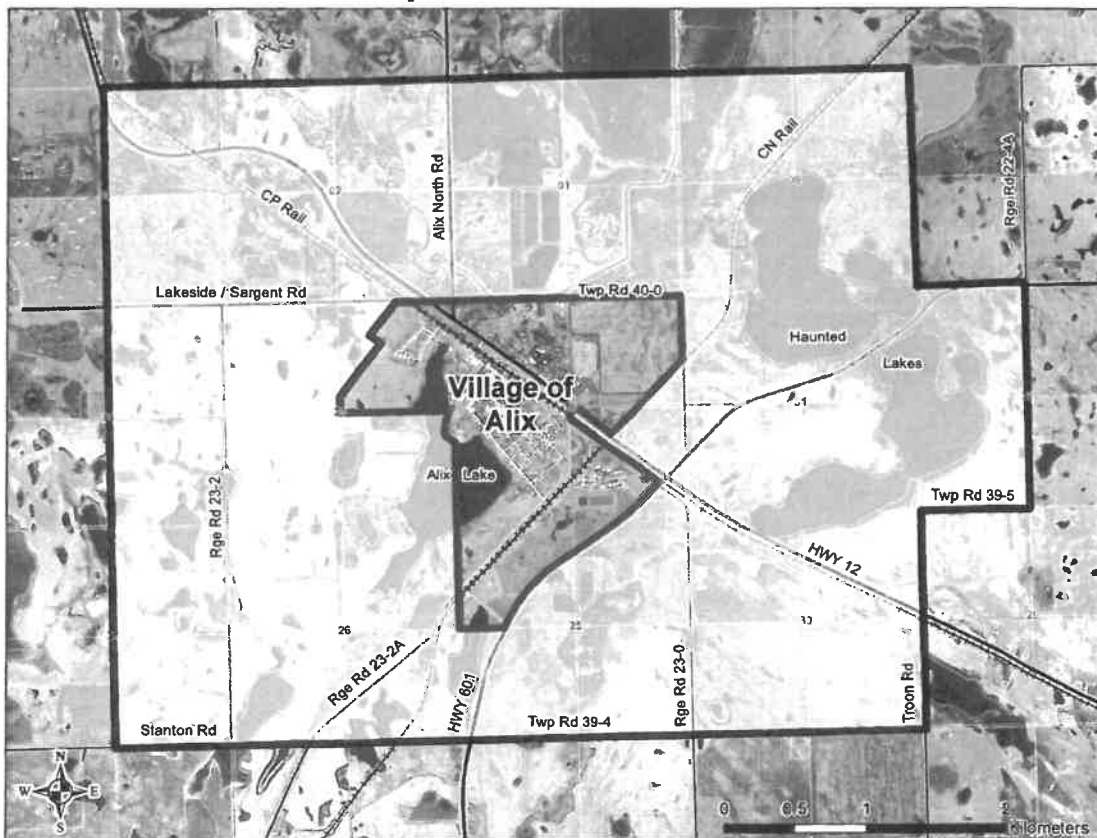
(4) *Subject to the regulations, if municipalities that are required to create an intermunicipal development plan are not able to agree on a plan, sections 708.33 to 708.43 apply as if the intermunicipal development plan were an intermunicipal collaboration framework.*

### 1.3 PLAN AREA

Establishing an understanding of the area to be covered by an Intermunicipal Development Plan, or defining the urban fringe, involves selecting a geographic area that reflects the mutual and individual interests of the participating municipalities. An IDP should not be restricted to areas in which urban growth is anticipated. Its purpose is not only to guide future urban and rural growth in the Plan Area, but also to help ensure that future development does not have a negative impact on either municipality.

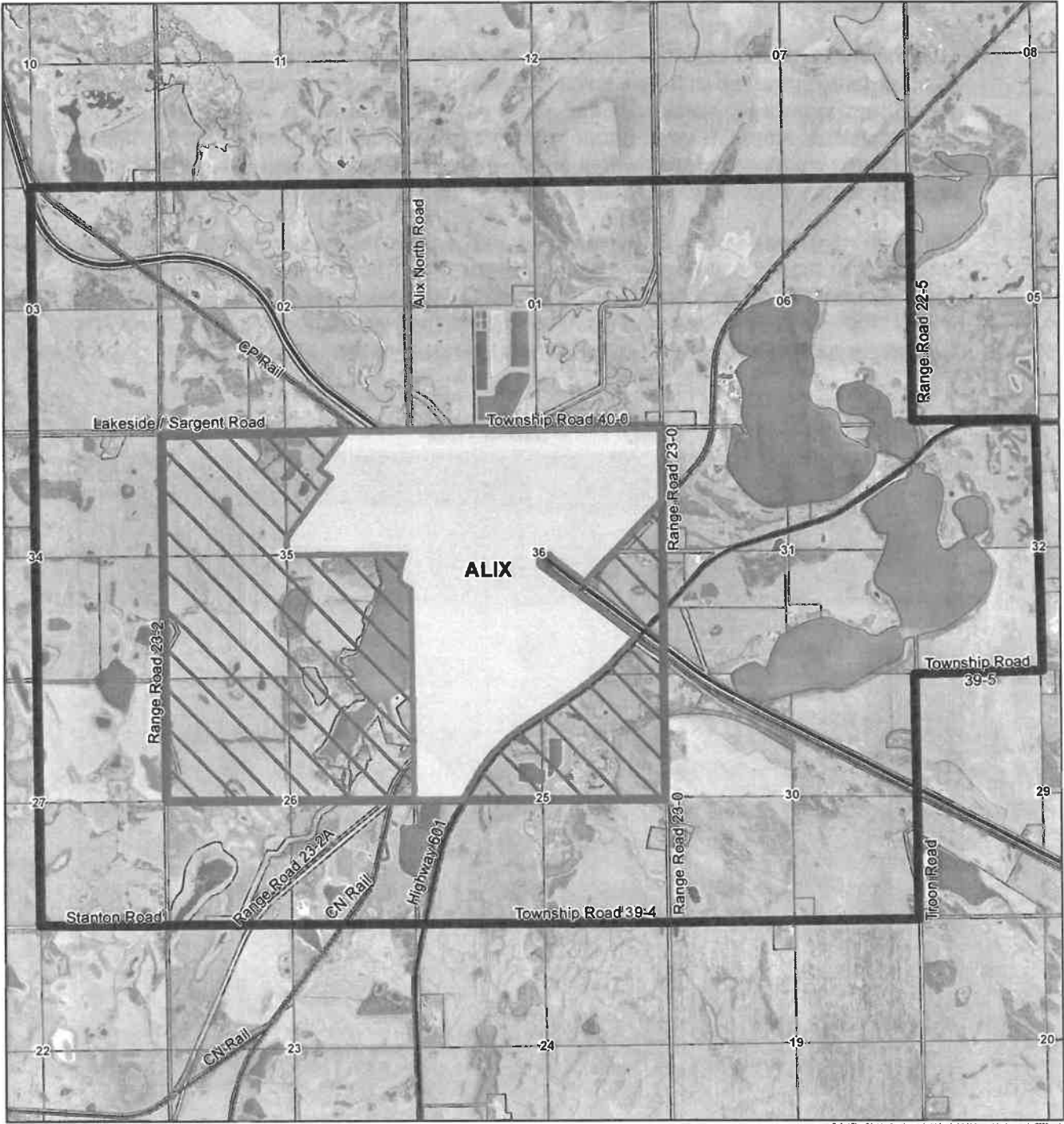
The lands that are subject to the policies and agreements under this Intermunicipal Development Plan are shown on **Map 1 - Plan Area**. The Intermunicipal Development Plan Area includes all lands that are in Lacombe County and adjacent to the current Village of Alix. The Plan Area covers approximately 2,583 hectares (6,383 acres), or 40 quarter sections around the Village of Alix. This area is generally called Urban Fringe.

### Map 1 - Plan Area





**Map 2 - Long Term Growth Area** identifies the Long-Term Growth Area along the east and west sides of the Village in the Plan Area.

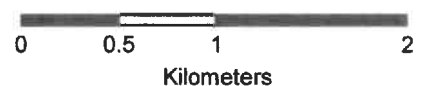
# Map 2 - Long Term Growth Area



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### Legend

-  Plan Area Boundary
-  Alix Long Term Growth Area
-  Village of Alix Municipal Boundary



The **Map 3 - Future Land Use Concept** identifies land use pattern as envisioned by the Village and County within the Plan Area. This includes the type and location of different land uses. The land use concept may be further defined through the preparation and adoption of statutory and non-statutory plans for smaller portions of the Plan Area. The boundaries between the land uses are not to be rigidly interpreted.

**Map 1 - Plan Area** and **Map 3 - Future Land Use Concept** show a high-level overview of features that influence future growth directions and land use assignments. Key features include:

- a. The presence of Parlby Creek to the north side of the Village and Plan Area. This feature is an environmental asset as well as an area that is unsuitable for certain land uses. Parlby Creek restricts future development from proceeding north.
- b. The Provincial highway network (Highway 12 and 601) that runs through the IDP area offers connections to other communities and parts of the County. They also pose constraints relating to residential areas being located in close proximity and balancing the desire to access land along the highway with maintaining the ability of the highway to move traffic.

## 1.4 GOALS OF THE PLAN

The ultimate objective of this IDP is to guide future growth and development within the Plan Area in a compatible manner that transcends municipal boundaries. A number of more specific goals have been developed not only to meet the requirements of the *Municipal Government Act*, but to also address those issues which are specific to the context of the Plan Area. Throughout this document, each of the goals below is accompanied by a series of complementary policies intended to provide more specific direction for administering the Plan.

- To reinforce and enhance the positive and mutually beneficial relationship between the Village and County recognizing that the Village and surrounding rural area function as one diverse, mutually supporting community
- Facilitate orderly, efficient and environmentally sound development compatible with the character and physical setting of the Plan Area while minimizing conflicts between agricultural and urban land uses
- Conserve environmentally significant natural features when accommodating growth
- Enhance economic opportunities by providing areas for a variety of development scenarios, and foster a collaborative approach to economic development
- Ensure agricultural operations continue to operate and remain significant contributors to the local economy
- Encourage development of a balanced range of housing opportunities that promote a sustainable, liveable and affordable community

- Promote well planned commercial and industrial development that supports the creation of a strong, diversified economy expanding the availability of employment opportunities and contributing to a balanced municipal assessment base
- Ensure locations are available to provide public and institutional services to area residents
- Provide opportunities for the development of a parks and open space system that supports a broad range of active and passive recreation opportunities to meet present and future needs of area residents
- Continue to allow for subdivision and development opportunities afforded to the lands under their existing land use zoning
- Develop a transportation system that supports future growth and development in the Plan Area
- Initiate the investigation of effective partnerships that would provide more efficient utility services throughout the Plan Area
- Establish the methods for exchanging information, reviewing the Plan, and providing a forum to discuss topics of mutual interest
- Provide opportunities for each municipality to become informed about and have input on planning and development matters
- Create a process that allows for timely resolution of differences of opinion in a manner respectful of each municipality's interests
- Recognize and consider the aspirations of the Village to grow in an orderly, economical and logical manner
- Promote the use of the Plan and implementation of its policies
- Provide a set of criteria to monitor whether the Plan policies are being implemented and the success or failure of those policies

## **1.5 ROLE AND DURATION OF THE PLAN**

The Intermunicipal Development Plan is a high level policy document that provides long-term guidance to both municipalities. In this case, the time-frame being considered is 30 years. This Plan shall act as a means for the respective Councils and Administrative Staff to evaluate and respond to development proposals in a coordinated, consistent and efficient manner.

While the Intermunicipal Development Plan is intended as a long-term planning document, it is assumed that it will evolve over time as it undergoes periodic monitoring, review and amendments to ensure that it remains current and relevant to the issues affecting both municipalities.

The *Municipal Government Act*, in addition to good planning principles, requires that all respective subordinate plans be consistent with the policies and maps of the IDP. For the purposes of this Plan, subordinate plans include:

- (i) **Municipal Development Plan** (Give direction to the long term growth of an entire municipality)
- (ii) **Concept Plan** (Includes plans that give direction to the short and/or long-term growth of a specific area within a municipality including Area Structure Plan, Area Redevelopment Plan, Outline Plan)

The above plans are typically more specific in nature and provide more detailed guidance on land use planning decisions. The Intermunicipal Development Plan generally provides broad direction with the expectation of more detailed planning at a later date, unless a more detailed Plan is already in place. Therefore, any of the above plans having effect over any part of the Plan Area shall be consistent with the policies of the Intermunicipal Development Plan.

Where there is a conflict or difference in direction between the Intermunicipal Development Plan and other statutory plans, the applicable policies of the Intermunicipal Development Plan prevail to the extent of the conflict or difference.

**1.6 INTERPRETATION OF THE PLAN**

The Plan is divided into a series of sections and topics for ease of reference and use. In interpreting and implementing the Plan it is important to recognize that it is a long-term document and that it will take many years to reach the full extent of the land use concept it sets out. Interpretation and implementation of some of the policies will require the exercise of judgment, discretion and ongoing and open communication between the Village and County.

It is also important to bear in mind that the Intermunicipal Development Plan works best as a comprehensive whole. While the Plan is structured by topic area it is important to view all of the policy directions in context with one another rather than as individual parts. The policy statements are intended to contribute towards achieving the full essence of the land use planning framework that has been agreed upon by the two municipalities.

Finally, the Intermunicipal Development Plan contains “shall”, “should” and “may” policy statements. “Shall” identifies policies which must be followed. “Should” policies mean compliance to the principle is required but the applicable authority has some discretion based on the circumstances of the specific case. “May” policies indicate that the applicable authority determines the level of compliance that is required.

WATER

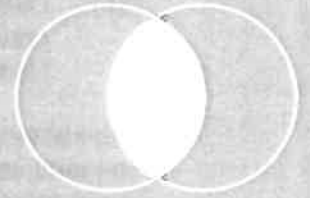
PLANNING

AND

CONSERVATION

2.0

# GROWTH MANAGEMENT



WATER PLANNING AND CONSERVATION

WATER PLANNING AND CONSERVATION

WATER PLANNING AND CONSERVATION



## 2.0 GROWTH MANAGEMENT

Predicting the rate of growth for a particular area is an imprecise process. Therefore, when planning for future growth over 30 years, the IDP policies and **Map 3 - Future Land Use Concept** should be flexible enough to permit all reasonable developments in a contiguous manner.

### GOAL

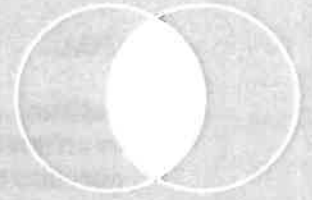
Facilitate orderly, efficient and environmentally sound development compatible with the character and physical setting of the Plan Area while minimizing conflicts between agricultural and urban land uses.

### POLICIES

- 2.0.1 Future development shall be planned in accordance with the land uses illustrated on the **Map 3 - Future Land Use Concept**. Land uses within the current Village boundary shall be guided by the Village of Alix Municipal Development Plan. Minor amendments to the Village's Municipal Development Plan shall not require an amendment to the IDP.
- 2.0.2 The Village and County agree to address the costs associated with increased growth and development under the Intermunicipal Collaboration Framework.
- 2.0.3 Both municipalities shall provide a variety of development opportunities within their jurisdiction.
- 2.0.4 Future industrial development in proximity to existing oil and gas facilities shall be referred to the Alberta Energy Regulator (AER) to mitigate any potential adverse impacts of the oil and gas industry on public safety, in accordance with the Matters Related to Subdivision and Development Regulation as approved under the Municipal Government Act.
- 2.0.5 Future development in proximity to Highway 12 or Highway 601 shall be planned in consultation with and referred to Alberta Transportation and Economic Corridors, in accordance with the Matters Related to Subdivision and Development Regulation as approved under the Municipal Government Act.

3.0

# ENVIRONMENTAL MANAGEMENT



## **3.0 ENVIRONMENTAL MANAGEMENT**

The natural environment does not respect municipal boundaries. Water courses, hills, soil conditions and vegetation intermingle across the urban/rural boundary and the Plan Area Boundary. An IDP can identify those intermunicipal environmental features and set direction that will protect and/or enhance them.

### **GOAL**

Conserve environmentally significant natural features when accommodating growth.

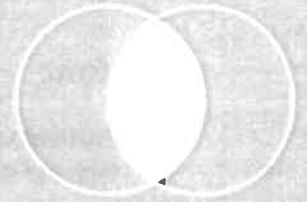
### **POLICIES**

- 3.0.1 Both municipalities shall recognize the value of the natural environment and its contribution to the Plan Area's quality of life.
- 3.0.2 As part of the preparation of more detailed planning documents, environmentally significant areas shall be identified and integrated into the development proposals.
- 3.0.3 On lands remaining under the County's jurisdiction, as a condition of subdivision approval, the subdivision authority shall require environmental reserve or, at the subdivision authority's discretion, an environmental reserve easement of not less than 30 metres (98 feet) in width from the high water mark of waterbodies and/or the top of bank of watercourses to the lot line on either side of the bank. A greater setback may be required by the subdivision authority based on the recommendations of a geotechnical study undertaken by a qualified professional.
- 3.0.4 On lands remaining under the County's jurisdiction, as a condition of development approval where there is no subdivision, a setback of 30 metres (98 feet) shall be required from the high water mark of waterbodies and/or top of bank of watercourses to the building. A greater setback may be required by the development authority based on the recommendations of a geotechnical study undertaken by a qualified professional.
- 3.0.5 On lands remaining under the County's jurisdiction, development shall not be permitted in areas prone to flooding, erosion, subsidence or any other natural hazard, unless a geotechnical investigation prepared by a qualified professional describes how the development could safely proceed without harm to property or the environment. The approving authority may require a restrictive covenant or caveat to be registered on the land title as notification to the landowners of their responsibility to adhere to any recommendations contained in any geotechnical investigation that may have been requested by the approving authority.
- 3.0.6 On lands remaining under the County's jurisdiction, permanent structures shall not be permitted within the 1:100 year floodplain of any river, stream, or lakeshore. For those areas where 1:100 year flood mapping does not currently exist, the development authority shall require a qualified professional to confirm the 1:100 year flood level of the affected river, stream, or lakeshore.

- 3.0.7 The impact of uses and development on environmentally significant areas or features shall be addressed in accordance with the policies of each municipality's respective Municipal Development Plan, Area Structure Plans and/or Land Use Bylaw.
- 3.0.8 Decision on the dedication of environmental reserves when land within the Long-Term Growth Area is subdivided shall be made in consultation with the Village.
- 3.0.9 As a condition of subdivision approval for those lands adjacent to the Haunted Lakes, the subdivision authority shall require the dedication of reserves (shown on **Map 3 - Future Land Use Concept**) as follows:
- (a) an environmental reserve strip of not less than 30 metres (98 feet) in width from the top of bank of the lake. A greater environmental reserve width may be required based on the recommendations of a requested geotechnical study or environmental review, as described under Sections 3.0.3 and 3.0.7., respectively; and,
  - (b) a municipal reserve strip of not less than 4.57 metres (15 feet) in width, immediately adjacent to the environmental reserve strip to accommodate a trail.

4.0

# ECONOMIC AND JOINT DEVELOPMENT



## **4.0 ECONOMIC AND JOINT DEVELOPMENT**

Planning future growth intermunicipally raises opportunities for mutually beneficial economic development and joint development partnerships. This section sets out a framework for how this can be achieved. On the economic side, the variety of land uses available should be attractive to a broad range of investment. Joint development opportunities may arise in the form of shared servicing upgrades or community-based facilities.

4.0

### **GOAL**

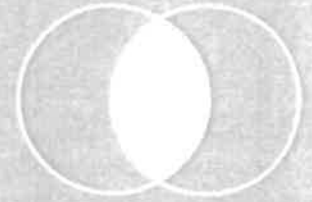
Enhance economic opportunities by providing for a variety of development scenarios, and foster a collaborative approach to economic development.

### **POLICIES**

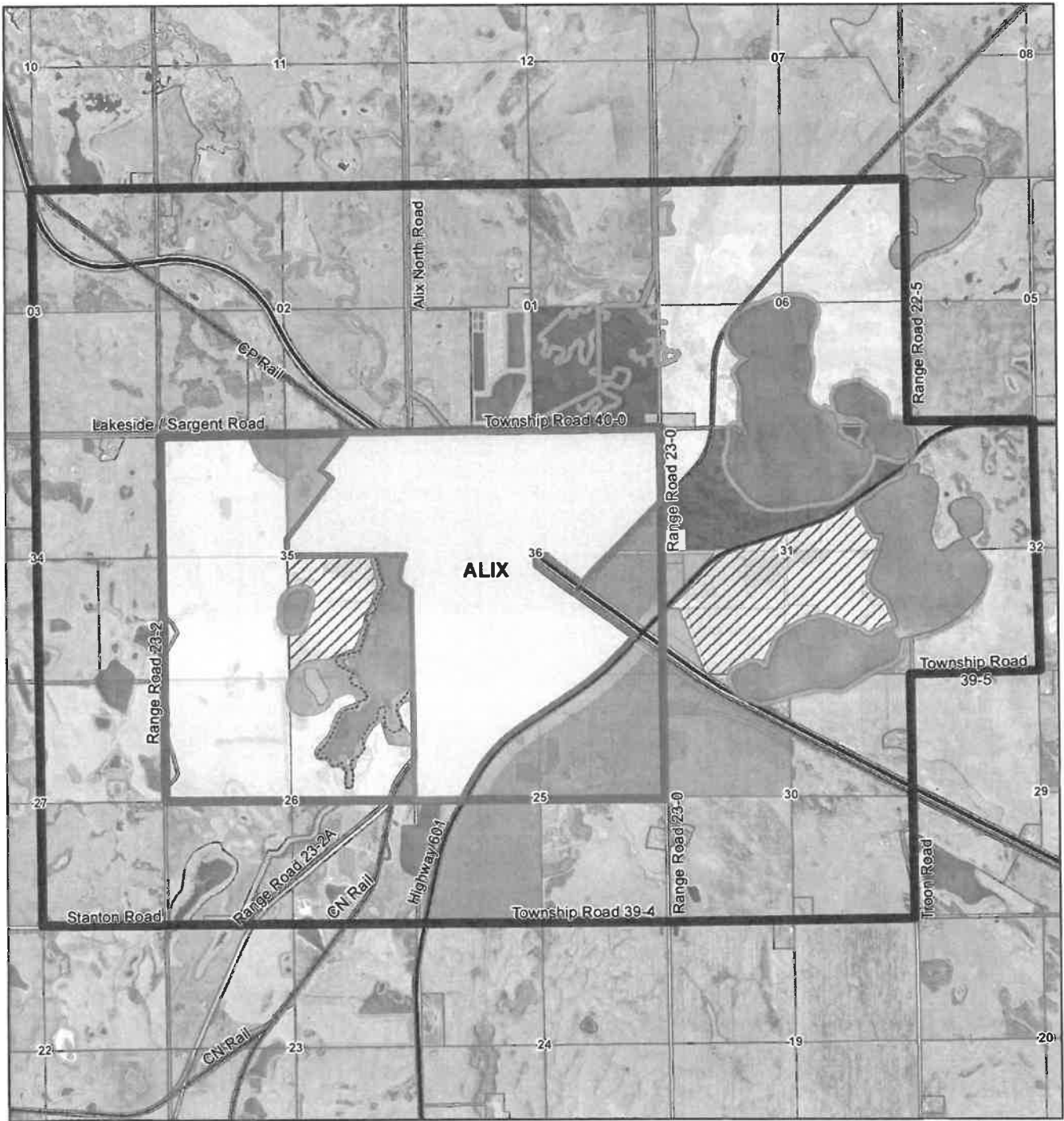
- 4.0.1 Both municipalities shall work together towards diversification of local economic sectors to increase employment opportunities and increase the size of the non-agricultural and non-residential assessment base. Value-added agriculture, value added manufacturing or processing of resources, and tourism, shall be strongly encouraged in addition to accommodating ongoing investment in the oil and gas sector.
- 4.0.2 Through this Intermunicipal Development Plan and their respective Municipal Development Plan and Land Use Bylaw, the Village and County shall ensure their combined land use patterns provide a suitable inventory of lands for commercial and industrial development. This includes a range of choice for potential commercial and industrial activities in terms of parcel sizes, access and visibility along major travel corridors, available municipal services, and levels of servicing.
- 4.0.3 To advance their mutual interest in economic development of the Intermunicipal Development Plan Area, the Village and County shall collaborate on exploring areas of mutual interest and options for developing a Joint Economic Agreement in accordance with the Intermunicipal Collaboration Framework (ICF).
- 4.0.4 While a broad range of commercial and industrial uses and development is desirable, those uses and developments that may detract from the community's character or quality of life for area residents, or unduly impact the environment shall not be permitted.

5.0

# LAND USE CONCEPT & POLICY FRAMEWORK



# Map 3 - Future Land Use Concept



## Legend

- |                                    |                          |                            |
|------------------------------------|--------------------------|----------------------------|
| Plan Area Boundary                 | Agriculture (No Colour)  | Environmental / Open Space |
| Alix Long Term Growth Area         | Residential              | Commercial                 |
| Village of Alix Municipal Boundary | Residential / Recreation | Industrial                 |
| Alix Lake Nature Trail             | Recreation               |                            |



## 5.0 LAND USE CONCEPT & POLICY FRAMEWORK

Please note that the land uses identified on **Map 3 - Future Land Use Concept** are solely intended to provide a conceptual framework to guide and inform future land use patterns on those lands defined in **Map 1 - Plan Area**. Lacombe County and the Village of Alix do not guarantee the map's accuracy. All information and measurements should be verified by a certified professional.

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### 5.1 EXISTING SUBDIVISION AND DEVELOPMENT OPPORTUNITIES

The Plan outlines the vision for growth in the area for the next 30 years and it is not the intent to sterilize subdivision and development opportunities in the Plan Area in the interim.

#### GOAL

To continue to allow for subdivision and development opportunities afforded to the lands under their existing land use zoning.

#### POLICIES

- 5.1.1 Subdivision and development opportunities for lands currently zoned Agricultural District under the County's Land Use Bylaw may still be allowed provided they meet the requirements of the County's Municipal Development Plan and Land Use Bylaw and other provisions outlined in this Plan.
- 5.1.2 Existing businesses on lands currently zoned Agricultural District under the County's Land Use Bylaw will be allowed to continue their activities and may expand under the provisions of the County's Municipal Development Plan and Land Use Bylaw.
- 5.1.3 The replacement or upgrading of existing residential units located within different land use zones as identified on **Map 3 - the Future Land Use Concept** will be allowed to continue and expand in accordance with the provisions of the applicable Municipal Development Plan and Land Use Bylaw.
- 5.1.4 Uses and development that may detract from the community's character, quality of life for area residents, or unduly impact the environment shall not be permitted.

## **5.2 AGRICULTURAL USES**

Agricultural uses represent the largest land use category at approximately 2,267 ha of the Plan Area. The IDP strives to maintain the importance of agriculture by directing future growth in a compact, contiguous manner that minimizes intrusions into agricultural operations.

### **GOAL**

Ensure agricultural operations continue to operate and remain a significant contributor to the local economy.

### **POLICIES**

- 5.2.1 Existing agricultural areas shall continue to be used for agricultural activities as provided for in the County's Municipal Development Plan and Land Use Bylaw, unless a landowner proposes to convert agricultural lands to another opportunity provided for in the Plan.
- 5.2.2 In order to protect future development opportunities for lands identified for potential residential, industrial, commercial and recreational development, no new confined feeding operations shall be allowed in the Plan Area.
- 5.2.3 When making decisions regarding development on or adjacent to agricultural lands, both municipalities shall respect the right of agricultural operators to pursue normal agricultural activities without interference or restriction based on their impact on adjacent uses.

### 5.3 RESIDENTIAL USES

The policies and **Map 3 - Future Land Use Concept** identify multiple areas where future residential developments will provide a range of housing needs. The identified areas are adjacent to the current or future urban boundary, or the existing recreational facility lands, which results in fewer conflicts between residential and non-residential land uses.

#### GOAL

Encourage the development of a balanced range of housing opportunities that are compatible with market preferences, household needs, and existing and proposed adjacent land uses.

#### POLICIES

- 5.3.1 The subdivision of lands for multi-lot residential development shall only be considered in areas that have been identified as residential on **Map 3 - Future Land Use Concept**.
- 5.3.2 Development of lands identified as residential within the Long-Term Growth Area shall be based on the policies of the County's Municipal Development Plan, Land Use Bylaw and applicable Area Structure Plans until such a time as the land is annexed by the Village.
- 5.3.3 In order to ensure that the Long-Term Growth Area on **Map 3 - Future Land Use Concept** is preserved for future urban growth and integration into the urban fabric, the following policies and conditions shall apply for multi-lot subdivision and development involving a land use redesignation, unless otherwise agreed to by the County and Village:
  - (a) A subdivision application may be accompanied by an application for annexation to the Village;
  - (b) a prerequisite to subdivision, the submission of a Concept Plan shall be required, to the Village and County's satisfaction, to ensure that issues relating to land use, servicing, density, transitional treatments and phasing are addressed in a manner that ensures compatibility with existing and/or proposed development within the Village;
  - (c) Notwithstanding (b), on lands remaining under the County's jurisdiction the development authority should encourage residential development to be carried out in accordance with the Urban Fringe Residential (U-URF) District of the County's Land Use Bylaw, where appropriate;

- (d) As a prerequisite to subdivision and development, the preparation of a Concept Plan shall be required, to the Village and County's satisfaction, to ensure that issues relating to future land use, servicing, transitional treatments and phasing are addressed in a manner that ensures compatibility with existing and/or proposed development within the Village;
  - (e) Should a proposed subdivision project occupy only a portion of the quarter section, the Concept Plan referred to in (b) shall describe what is proposed for the ultimate build-out of the lands, and how the proposed development will be integrated into the Village upon annexation;
  - (f) Water and sanitary sewer shall either be extended from the Village, or a shared system must be constructed to a standard acceptable to the Village and County;
  - (g) Infrastructure standards shall be negotiated with the Village to ensure that adequate standards for urban residential development are met; and,
  - (h) Municipal reserve shall be allocated in accordance with the approved Concept Plan described under (b).
- 5.3.4 Those lands remaining under the County's jurisdiction identified as residential but not contained within the *Long Term Growth Area* on **Map 3 - Future Land Use Concept** may be bound by the above policies, or may be allowed to develop according to the regulations contained within the County's Land Use Bylaw for Country Residential Estate (R-CRE) or Residential Conservation (Cluster) (R-RCC) Districts.
- 5.3.5 The multi-lot subdivision of lands identified as residential on **Map 3 - Future Land Use Concept** shall require the preparation of a Concept Plan in accordance with Lacombe County's guide, titled *Multi-Lot Development Proposals: Lacombe County's Guide to the Approval Process*.
- 5.3.6 All multi-lot development on lands identified as residential on the **Map 3 - Future Land Use Concept** and located beyond the Long-Term Growth Area shall be required to include advanced treatment systems that comply with the National Sanitation Foundation International Standard for Wastewater Technology, NSF-40 Standard for Residential Wastewater Treatment Systems, or the CAN/BNQ 3680-910 Standard for Stand Alone Wastewater Treatment Systems.
- 5.3.7 Those lands identified for future residential/recreational uses on **Map 3 - Future Land Use Concept** shall be subject to the above policies concerning multi-parcel residential use as well as the policies governing recreational development (Section 5.6).
- 5.3.8 Uses and developments that may pose limitations for future residential developments shall be directed away from lands identified for future residential uses on **Map 3 - Future Land Use Concept**.

**5.4 COMMERCIAL AND INDUSTRIAL USES**

The policies and **Map 3 - Future Land Use Concept** identify multiple areas where future commercial and industrial development should occur. Indicating preferred areas provides a stronger level of certainty for prospective developers who face issues such as conflict with adjacent or non-commercial/industrial uses either in the proposal period or later on.

**GOAL**

Promote well planned commercial and industrial development that supports the creation of a strong, diversified economy, expanding the availability of employment opportunities and contributing to a balanced municipal assessment base.

**POLICIES**

- 5.4.1 Both municipalities shall work together to maximize the advantages of commercial and industrial opportunities potentially offered by the ease of access and visibility from Highway 12 and Highway 601 as well as the CN and CP rail lines.
- 5.4.2 Commercial/industrial uses shall be directed to areas identified on **Map 3 - Future Land Use Concept**.
- 5.4.3 Multi-parcel subdivision of commercial and industrial areas as shown on **Map 3 - Future Land Use Concept** shall be preceded by the preparation of a Concept Plan in accordance with Lacombe County's guide, titled *Multi-Lot Development Proposals: Lacombe County's Guide to the Approval Process*.
- 5.4.4 Development on lands in the County that are identified for future commercial and industrial development on the **Map 3 - Future Land Use Concept** shall comply with the County's Highways and County Main Roads Overlay District of the County's *Land Use Bylaw*.
- 5.4.5 In order to ensure that those lands identified for commercial and industrial use within the Long-Term Growth Area are preserved for future urban growth and integration into the urban fabric, the following policies and conditions shall apply for multi-lot subdivision or development within the Long-Term Growth Area, unless otherwise agreed to by the County and Village:
  - (a) A development proposal may be accompanied by an application for annexation to the Village;
  - (b) a prerequisite to subdivision and development, the preparation of a Concept Plan shall be required, to the Village and County's satisfaction, to ensure that issues relating to future land use, servicing, transitional treatments, and phasing are addressed in a manner that ensures compatibility with existing and/or proposed development within the Village;

- (c) Should a proposed subdivision and development project occupy only a portion of the quarter section, the Concept Plan referred to in (d) shall describe what is proposed for the ultimate build-out of the lands, and how the proposed development will be integrated into the Village upon annexation;
- (d) Infrastructure standards shall be negotiated with the Village to ensure that adequate standards are met; and,
- (e) Municipal reserve shall be allocated in accordance with the approved Concept Plan described under (b).

5.4.6 Buffers or similar mechanisms to mitigate potential conflict between commercial/ industrial, agricultural and other uses shall be used where needed.

5.4.7 Uses and developments that may pose limitations for future commercial and industrial activities shall be directed away from lands identified for commercial or industrial uses on **Map 3 - Future Land Use Concept**.

## 5.5 PUBLIC AND INSTITUTIONAL USES

All municipalities must provide a range of public uses such as parks or utility buildings, and institutional uses such as schools or emergency services buildings. Generally, these uses and where they should be located are not identified at the IDP level. However, it is important to recognize that both municipalities are aware of this need when approving future plans.

### GOAL

Ensure locations are available to provide public and institutional services to area residents.

### POLICIES

- 5.5.1 Public and institutional uses commonly considered compatible with and complementary to residential uses may be allowed within those land identified for Residential development on **Map 3 - Future Land Use Concept**.
- 5.5.2 Public and institutional uses commonly considered compatible with commercial and industrial uses may be allowed within those lands identified for commercial and industrial development on **Map 3 - Future Land Use Concept**.
- 5.5.3 Essential public uses and private utility services shall be allowed throughout the Plan Area to provide appropriate levels of service. The preparation of a Concept Plan is not required for essential public uses and private utility services.

## 5.6 RECREATIONAL USES

With growth comes a demand for recreational uses. At a broad level, the IDP identifies locations and introduces policies for the creation of outdoor recreational areas and possible trail connections to them from developed areas.

### GOAL

Provide opportunities for the development of a parks and open space system that supports a broad range of active and passive recreational opportunities to meet present and future needs of area residents.

### POLICIES

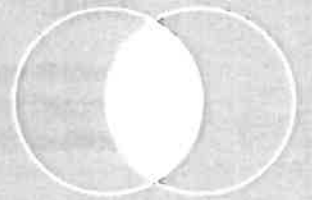
- 5.6.1 Recreational uses commonly considered compatible with and complementary to residential uses shall be allowed within those lands identified for Residential development on **Map 3 - Future Land Use Concept**.
- 5.6.2 Other recreational uses shall be directed to areas identified for recreational use on **Map 3 - Future Land Use Concept**.
- 5.6.3 Uses and developments that may pose limitations for future recreational activities shall be directed away from lands identified for recreational use on **Map 3 - Future Land Use Concept**.
- 5.6.4 A trail network shall be encouraged, connecting points of interest within the Village and County to residential developments, natural features and other locations of cultural or recreational value.
- 5.6.5 On lands remaining under the County's jurisdiction, all developers of multi-lot developments shall provide both an internal trail system, including external connections to adjacent developments. Where a multi-lot development is adjacent to a watercourse or wetland, the developer shall provide a 4.57 meter (15 feet) municipal reserve buffer adjacent to the required environmental reserve to provide a trail, in accordance with Section 3.
- 5.6.6 On lands remaining under the County's jurisdiction, all trails shall be built in accordance with the County's design standards and to the satisfaction of the Village.

ESSENTIALS OF TRANSPORTATION ENGINEERING

Transportation Engineering is a branch of civil engineering that deals with the design, construction, and maintenance of transportation systems. It includes the design of roads, bridges, and other infrastructure that facilitate the movement of people and goods. The field is highly interdisciplinary, drawing on principles from civil, mechanical, and electrical engineering, as well as urban planning and environmental science.

6.0

# TRANSPORTATION



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# 6.0 TRANSPORTATION

Future growth is heavily dependent on Highway 12 and Highway 601 as well as the potential advantages created by the CN and CP rail lines. Within the Plan Area, choices about future land uses will be more successful when accompanied by a safe, efficient and attractive transportation plan.

## GOAL

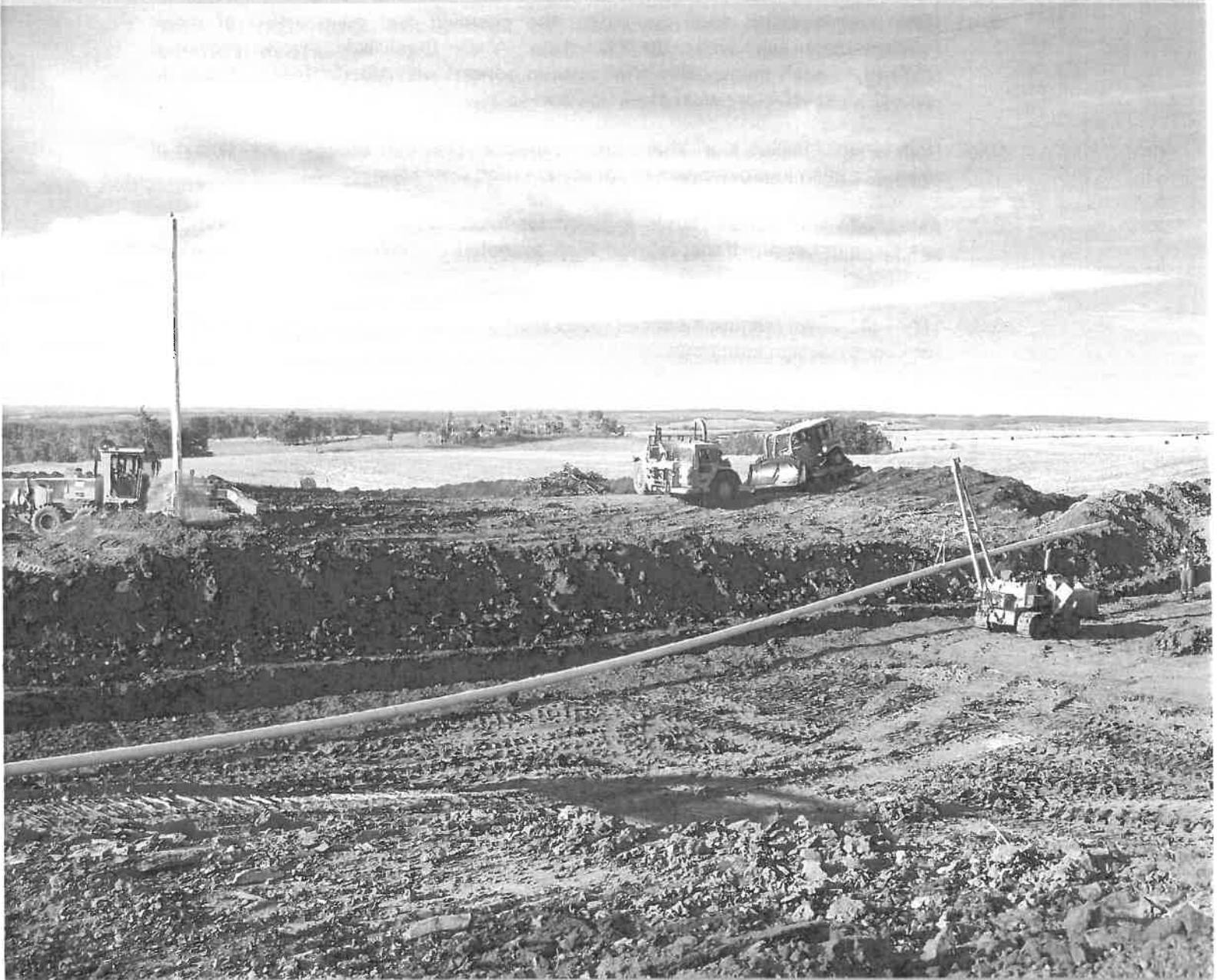
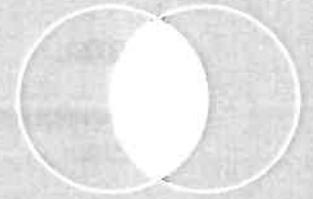
Develop a transportation system that supports future growth and development in the Plan Area.

## POLICIES

- 6.0.1 Both municipalities shall coordinate the planning and construction of major transportation links within the Plan Area. Where these links involve provincial highways, each municipality shall work in concert with Alberta Transportation to provide a satisfactory level of service and safety.
- 6.0.2 Both municipalities shall share their respective plans for priorities and timing of transportation improvements to coordinate road upgrades.
- 6.0.3 As subdivision occurs, lands required for future major transportation corridors as identified in any transportation Plan accepted by both municipalities shall be protected.
- 6.0.4 The right-of-way requirements for roads shall be as set out in the applicable Village or County design standards.



# 7.0 UTILITIES



# 7.0 UTILITIES

In order to achieve the full potential for beneficial growth within the Plan Area, economies of scale regarding utility services should be investigated. Choosing long-term future land uses encourages long-term planning for the most efficient provision of services.

## GOAL

Initiate the investigation of effective partnerships that would provide more efficient utility services throughout the Plan Area.

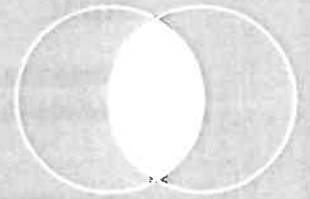
7.0

## POLICIES

- 7.0.1 The two municipalities shall explore the potential to extend the Village's municipal water and sanitary sewer services to lands within the County.
- 7.0.2 The Village and County will seek to communicate with energy and utility companies to discourage the fragmentation of land, when possible, by energy and utility related infrastructure.
- 7.0.3 As subdivision and development occur, lands required for future utility rights-of-way, as identified through a mutual agreement of the Village and County or subsequent studies, shall be protected.
- 7.0.4 Utility rights-of-way within the jurisdictional limits of a provincial highway shall comply with Alberta Transportation requirements.
- 7.0.5 On lands remaining under the County's jurisdiction, the preparation of stormwater management plans shall be required, as necessary, to regulate stormwater discharge and water quality, and shall be designed to accommodate a 1:100 year flood event, in accordance with Alberta Environment and Protected Areas and Lacombe County's guide, titled *Standards for Stormwater Management Facilities*.
- 7.0.6 As a condition of development approval, the approving authority shall require all stormwater management facilities to:
  - (a) incorporate existing onsite wetland(s) into the design; or,
  - (b) create a constructed wetland(s).
- 7.0.7 On lands remaining under the County's jurisdiction, stormwater management facilities shall be designed and maintained in accordance with Alberta Environment and Protected Areas standards, and Lacombe County's guide, titled *Standards for Stormwater Management Facilities*.
- 7.0.8 Natural and constructed drainage courses under municipal jurisdiction that are critical to the overall management of storm water within the Plan Area shall be protected by the municipality having jurisdiction.

8.0

# PLAN IMPLEMENTATION AND ADMINISTRATION



## **8.0 PLAN IMPLEMENTATION AND ADMINISTRATION**

The lifespan of this Plan is 30 years, however it is expected that the Plan will be amended a number of times in the ensuing years as the situation on the ground evolves. The policies found in the following sections explain how municipal staff and their respective Councils may ensure the Plan's policies are implemented and regularly reviewed in an efficient and effective manner.

### **8.1 INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE**

In order for any Plan to succeed it must set a policy for how and when it should be reviewed. Both municipalities should also identify those people responsible for conducting the reviews.

#### **GOAL**

Establish the methods for exchanging information, reviewing the Plan, and providing a forum to discuss topics of mutual interest.

#### **POLICIES**

- 8.1.1 An Intermunicipal Committee shall be established between the Village and the County. It shall comprise 2 elected officials from each Council. Administrative support to the Committee shall be provided by the County and Village staff attending the Committee meetings.
- 8.1.2 The mandate of the Intermunicipal Committee may include discussion and consideration of the following:
- (a) Making recommendations to both Councils on intermunicipal matters that are referred by either municipality;
  - (b) Monitoring the performance of the Plan, including overseeing implementation actions;
  - (c) Reviewing any proposed annexations;
  - (d) Reviewing any proposed amendments to this Plan;
  - (e) Serving as an informal review body for any proposed Area Structure Plan, proposed Concept Plan or application that may have a significant impact on the Plan Area that is referred to the Committee; and
  - (f) Assisting with the resolution of disputes in accordance with this Plan.
- 8.1.3 The Intermunicipal Committee shall make decisions and recommendations on a majority consensus basis.

8.1.4 The Intermunicipal Committee shall meet a minimum of once every four (4) years to discuss planning issues of mutual interest and reflect on how the Plan is working, as well as on an as-needed basis to resolve or further discuss any issues.

8.1.5 The responsibility for providing administrative support to the Intermunicipal Committee shall alternate between the two municipalities on an annual basis. Administrative support to be provided and procedures to be followed shall include:

- (a) The establishment of dates and locations for all meetings, production of agendas, distribution of pre-meeting information packages, and other matters as deemed necessary;
- (a) Keeping a record of the Committee meetings; and
- (a) Convening meetings as required by the Plan.

## 8.2 COMMUNICATION AND REFERRALS

A pillar of a successful IDP is open and thorough discussion of issues impacting the Plan Area. Future plans, studies, or their subsequent amendments will be prepared and implemented more efficiently provided there is good communication.

### GOAL

Provide opportunities for each municipality to become informed about and have input on planning and development matters.

### POLICIES

8.2.1 Each municipality shall share with the other information, data or studies, road plans and utility plans that may have implications for the Plan Area. This includes, but is not limited to:

- (a) New master plans or amendments to existing master plans;
- (b) Transportation plans and functional plans for area highways;
- (c) Notices regarding Federal or Provincial government projects; and
- (d) Technical studies related to proposed development and its potential impacts.

8.2.2 Each municipality shall refer relevant planning matters to the other. The matters to be referred shall include:

- (a) Amendments to the Municipal Development Plan;
- (b) New Area Structure Plans or amendments to an existing Area Structure Plan;
- (c) Land Use Bylaw amendments;
- (d) Subdivision applications; and
- (e) Development applications for a discretionary use

where the lands subject to one or more of the items listed above is within the Plan Area, or adjacent to the Village boundary.

8.2.3 Notwithstanding the above policies, where in the judgment of the municipality having jurisdiction, any application for subdivision or development is thought to have potential implications for or be of interest to the other municipality the matter may be referred to the other municipality.

8.2.4 Each municipality shall have twenty-one (21) days to review and comment on any referrals. A municipality may request an extension of the initial review period. The municipality sending the referral may agree to an extension of the review period and where an extension is provided it shall be communicated in writing.

8.2.5 Subject to a written and signed intermunicipal memorandum of understanding, items subject to referral and their respective timelines for submitting comments may be added or deleted without the need for a formal amendment to this Plan.

8.2.6 When issues are raised through the communication and referral process, they shall be addressed using the following process:

**Stage 1: Administrative Review**

Every attempt shall be made to discuss the issue with the intent of arriving at a mutually acceptable resolution. If an agreement or understanding on how to approach the issue is reached, the commenting municipality shall indicate the same to the other municipality in writing. If no agreement can be reached, the matter shall be referred to the Intermunicipal Committee

## **Stage 2: Intermunicipal Committee Review**

If an issue is referred, a meeting shall be scheduled to allow both Administrations to present their perspectives and views on the issue. The Intermunicipal Committee may:

- (a) provide suggestions back to both Administrations on how to address the issue and refer the matter back to the Administrative Review stage;
- (b) seek additional information and alternatives for consideration at a future meeting of the Intermunicipal Committee;
- (c) if possible, agree on a consensus position that resolves the issue; or
- (d) conclude that no initial agreement can be reached and refer the matter to the two Councils.

In the event that the Intermunicipal Committee reaches consensus and resolves the issue, the details of the consensus shall be provided to each municipality in writing.

### **8.3 INTERMUNICIPAL DISPUTE RESOLUTION**

If a dispute between the two municipalities arises, having an agreed upon process for recognizing and resolving the dispute is an important first step. It provides a common starting ground that allows both municipalities to spend more time generating possible solutions.

#### **GOAL**

Create a process that allows for timely resolution of differences of opinion in a manner respectful of each municipality's interests.

#### **POLICIES**

8.3.1 The following shall form the basis for initiating the dispute resolution process:

- (a) lack of agreement between the two municipalities on any proposed amendment to this Plan;
- (a) lack of agreement between the two municipalities on any proposed statutory plan, concept plan, land use bylaw or amendment to any of these documents affecting lands within the Plan Area; or
- (a) lack of agreement between the two municipalities on an interpretation of this Plan.

8.3.2 A dispute shall be limited to the decisions on those matters listed under 8.3.1. Any other appeal by other parties shall be made to and addressed by the respective approving authorities within each municipality.

8.3.3 The dispute resolution process of this Plan may only be initiated by Village Council or County Council and shall only be used for resolving intermunicipal planning disputes. Where a municipality has received written notice of a dispute from the other, the dispute resolution process shall be started within fifteen (15) calendar days of the date the written notice was received unless otherwise agreed to by both Chief Administrative Officers.

8.3.4 In the event that the dispute resolution process is initiated, the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has concluded.

8.3.5 A dispute shall be addressed and may be resolved at any stage using the following process:

**Stage 1: Council to Council Meeting**

- (a) If the Intermunicipal Committee is not able to resolve the dispute, the matter shall be referred to a joint meeting of the two Councils. Each municipality shall be given the opportunity to present their perspectives and views on the issue. The two Councils may:
  - (i) provide directions to both Administrations on how to address the issue and refer the matter back to both Administrators for further discussion between them;
  - (ii) seek additional information and alternatives for consideration at a future meeting of the two Councils;
  - (iii) if possible, agree on a consensus position that resolves the issue; or
  - (iv) conclude that no initial agreement can be reached and refer the matter to mediation.

**Stage 2: Mediation Process**

- (a) If a dispute is referred for mediation, a mediated process shall be used to reach agreement subject to agreement by both Councils that mediation is necessary. Prior to the start of the mediation process, the municipalities shall:
  - (i) appoint an equal number of representatives to participate in the mediation process;
  - (ii) engage a mediator agreed to by the municipalities at equal cost to each municipality; and
  - (iii) approve a mediation process and schedule. Mediation should commence no later than thirty (30) days following the Council to Council Meeting.
- (b) If agreed to by both Councils, Municipal Administration may be used as a resource during the mediation process.
- (c) All discussions and information related to the mediation process shall be held in confidence until the conclusion of the mediation process.
- (d) The mediation process shall be deemed to conclude once the mediator submits a report to both Councils.

- (e) The mediator's report and recommendations shall not be binding on the municipalities.
- (f) For disputes that cannot be appealed, the report shall be considered binding.
- (g) If both Councils accept the mediator's report, this shall be communicated to each municipality in writing and the matter shall be considered resolved. The report shall be introduced through the public hearing process along with any necessary amendments to the proposed bylaw or plan.

**Stage 3: Appeal Process**

- (a) In the event that mediation proves unsuccessful, was not undertaken or the municipality having jurisdiction proceeds with an approval that does not reflect the accepted mediation recommendations, the disputing municipality may appeal the matter to the Municipal Government Board in accordance with the Municipal Government Act.

8.3.6 The municipality initiating a dispute may withdraw their objections at any time throughout the process. The municipality initiating the dispute shall provide written confirmation that the dispute is withdrawn to the other municipality.

8.3.7 Both municipalities agree that time shall be of the essence when working through the dispute resolution process.

**8.4 URBAN EXPANSION AND ANNEXATION**

The Plan has identified areas for future expansion of Alix's municipal boundary. Although the Village doesn't require a larger boundary in the short term, it is important that, in the interim, Plan policies only allow development that is compatible with an urban setting. Establishing the criteria and process for an annexation will also reduce confusion as to when it should occur.

**GOAL**

Recognize and consider the aspirations of the Village to grow in an orderly, economical and logical manner.

**POLICIES**

8.4.1 Both municipalities shall protect the lands in the Plan Area from uses and developments that might interfere or conflict with future urbanization.

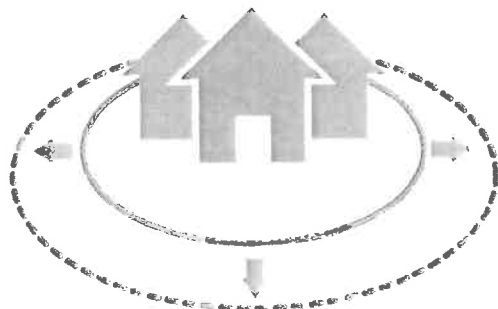
8.4.2 The Village shall not pursue annexation of any land it cannot economically and reasonably service.

**8.4.3** In evaluating the appropriateness of an annexation proposal, the following criteria shall be considered and documented in a supporting report:

- (a) justifiable based on projected growth rates reflecting historic trends or anticipated economic stimulus;
- (b) availability and cost of providing municipal services including consideration of economies of scale related to the financing of municipal service extensions;
- (c) adequacy of transportation systems and ability to expand to accommodate demands resulting from annexation including consideration of economies of scale related to the financing of transportation infrastructure;
- (d) landowner interest in pursuing development and as high a degree of concurrence among affected landowners as possible;
- (e) measures to mitigate the impacts of annexation relating to aspects such as change in taxation levels, service provisions and treatment of and continuation of existing approved uses and development;
- (f) consistency with adopted statutory plans;
- (g) logical extension of jurisdictional boundaries including consideration of long term responsibilities for maintenance and service delivery and the establishment of rational planning units or boundaries;
- (h) the financial impact on both municipalities and any means of mitigating impacts; and
- (i) legislation as provided for in the Municipal Government Act Section 76 and the Land and Property Rights Tribunal's Annexation Principles.

**8.4.4** Either municipality or a landowner may put forward an annexation proposal or request. In the case of an annexation proposal by a landowner, the landowner shall simultaneously notify both municipalities in writing.

**8.4.5** Where annexation is proposed by either municipality, affected landowners shall be notified prior to the general public.



8.4.6 Annexation proposals shall be reviewed by the Intermunicipal Committee prior to submission of a Notice of Intent to the respective Councils and the Land and Property Rights Tribunal.

8.4.7 If deemed necessary, a joint meeting of the Councils shall be held to discuss rationale for annexation and shall be held prior to submitting the annexation to the Land and Property Rights Tribunal.

## 8.5 IMPLEMENTATION

The success of the IDP depends largely on the ability to include its policies and **Map 3 - Future Land Use Concept** in subsequent plans that deal with specific lands within the Plan Area. As that begins to happen it is important to ensure a review of the Plan itself is done on a pre-determined regular basis.

### GOAL

Promote the use of the Plan and implementation of its policies.

### POLICIES

#### Approving Authorities

8.5.1 In the hierarchy of statutory plans, this Intermunicipal Development Plan shall take precedence over other municipal statutory plans and documents except where the Plan defers to a more detailed, adopted plan.

8.5.2 The Village shall be responsible for the administration of, and decisions on, all statutory plans, land use bylaws, amendments thereto, and subdivision and development applications falling within the boundaries of the Village.

8.5.3 The County shall be responsible for the administration of, and decisions on, all statutory plans, land use bylaws, amendments thereto, and subdivision and development applications falling within the boundaries of the County.

#### Future Plans and Studies

8.5.4 Area Structure Plans or Concept Plans should be prepared and adopted by the municipality having jurisdiction prior to, or concurrent with changes in land use designation. This requirement shall not apply to those areas that do not involve subdivision or areas deemed to be minor developments by the applicable approving authority.

- 8.5.5 Each municipality may establish their own processes for the preparation of new area structure plans and concept plans or amendments to any of these documents. At the start of these processes, each municipality shall consult the other on issues that concern the neighbouring municipality. This may involve obtaining comments on the proposed terms of reference for the Plan process, where applicable.
- 8.5.6 The Village and the County shall coordinate future planning efforts including potential collaboration on area structure plans, transportation plans, utility or drainage studies and feasibility studies relating to the provision of new or expanded community facilities and open space plans.

#### **Plan Amendments**

- 8.5.7 An amendment to this Plan may be proposed by either municipality.
- 8.5.8 An amendment to this Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
- 8.5.9 An amendment to the Plan has no effect if not adopted by both municipalities by bylaw pursuant to the Municipal Government Act.

#### **Plan Review**

- 8.5.10 At the end of five years from the date that this Plan is adopted by both Councils, the two municipalities shall consider the need for a review of the Plan. If necessary, the Plan shall be updated and revised. Thereafter the Plan shall be considered for review every five years unless some alternative time is agreed to by both Councils.

#### **Procedure to Repeal Plan**

- 8.5.11 If one municipality deems this Plan no longer workable, the municipality may initiate the repeal of the Plan. Repeal of the Plan may be accomplished by one municipality passing a bylaw in accordance with the repeal provisions of the Municipal Government Act.
- 8.5.12 The following procedure to repeal the Plan shall be applied:
- (a) One municipality shall give the other three (3) months written notice, with reasons, of its intention to repeal its bylaw adopting the Plan;
  - (b) once one municipality has given first reading to a bylaw repealing the current Intermunicipal Development Plan, the two municipalities shall start the process to create a replacement Intermunicipal Development Plan;
  - (c) the bylaw to repeal the current Intermunicipal Development Plan shall not advance to consideration of second reading until such time as the replacement Intermunicipal Development Plan has been agreed to by both municipalities, the current Intermunicipal Development Plan remains in effect;

- (d) once a replacement Intermunicipal Development Plan has been agreed to, the bylaws adopting the replacement Intermunicipal Development Plan shall repeal the current Intermunicipal Development Plan;
- (e) in the event that a replacement Intermunicipal Development Plan cannot be agreed upon, the municipalities shall notify the Minister of Municipal Affairs and seek guidance on how to proceed in accordance with the Municipal Government Act; and
- (f) the municipality initiating the repeal procedure may either withdraw its intention to repeal the Plan by giving written notice to the other municipality or proceed to consider a bylaw to repeal the Plan.

## **8.6 MEASURING SUCCESS OF THE PLAN**

Not only will a set of measurable criteria assist reviewers of the Plan, they should also inform staff of the criteria for implementing the Plan and tracking the Plan throughout its duration.

### **GOAL**

Provide a set of criteria that indicate whether the Plan policies are being implemented and the success or failure of those policies.

### **POLICIES**

8.6.1 During each review of the Plan, as required by Section 8.5.10, the Intermunicipal Committee shall direct staff to prepare a report outlining the level of success achieved in implementing the Plan's policies.

8.6.2 Measures to be used in assessing the Plan include but are not limited to:

- (a) total number of issues referred to the Intermunicipal Committee by either municipality;
- (b) total number of Plan amendments (proposed and enacted);
- (c) number of subordinate plans not consistent with the Plan; and
- (d) number of landowner inquiries about policies of the Plan.

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# ADMINISTRATION REPORT

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**Date:** March 8, 2024                      RFD 24-12  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** TRAVIS-MJ

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1. **PURPOSE** – To determine if Council will enter into a new agreement with Transportation and Economic Corridors regarding Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ).
2. **BACKGROUND** – TRAVIS-MJ was initiated to move permits for commercial oversized vehicles to an online process in 2014. The Village of Alix signed the original agreement with TRAVIS-MJ on March 14, 2014, then signed a five year extension to the agreement on June 19, 2018.
3. **OPTIONS** –
  1. To authorize entering into the attached agreement
  2. To opt out of TRAVIS-MJ and develop a municipal permitting system
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – Over the past six years, the Village of Alix has not paid out fees or received fees for participating in TRAVIS-MJ.
6. **LEGAL** – A comparison of the original agreement to the attached agreement showed only two changes.
  - In section 2.2, the optional extension period was changed from five (5) years to three (3) years.
  - Paragraph two of section 5.3 in the attached agreement is new. It was likely added to reduce the number of cheques being sent for trivial amounts.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1, I recommend the following resolution:

“that the Village of Alix Council hereby agrees to enter into an agreement with His Majesty the King in right of Alberta as represented by the Minister of Transportation and Economic Corridors for the Transportation Routing and Vehicle Information System Multi Jurisdiction program for a term of April 1, 2024 to March 31, 2027.”

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Author



## Memorandum of Agreement

The Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Between:

His Majesty the King in right of Alberta  
as represented by the Minister of Transportation and Economic Corridors  
(hereinafter, the “Province”)

-and-

\_\_\_\_\_  
(hereinafter, the “Municipality”)

### Background

The Province has developed the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) to address industry’s need for a simplified, electronic oversize commercial vehicle permitting system. TRAVIS-MJ has the ability to accept a single electronic permit application and apply the rules and requirements of the Province and all affected municipalities to create a single permit document.

TRAVIS-MJ was designed to provide municipalities with a modern permit database tool which gives them the ability to easily approve/deny permits issued by the Province for travel on roads under their authority and to facilitate the sharing of permit revenue between the Province and the municipalities.

TRAVIS-MJ has the ability to charge permit applicants a fee set by the municipality for services provided by the municipality. This fee will be collected by the Province on behalf of each municipality and distributed to municipalities to ensure that the municipalities do not incur any cost in adopting TRAVIS-MJ. Participation in the TRAVIS-MJ initiative requires the maintenance of municipal data on the system as well as day-to-day operation to review and approve permit applications.

Therefore, in consideration of the following terms and conditions, Province and the Municipality agree as follows:

#### **1.0 DEFINITIONS AND INTERPRETATION**

**1.1 Definitions** - In this Agreement, the following expressions have the following meanings:

“Agreement” means this Memorandum of Agreement;

“Fixed Municipal Fee” means the fee that the Municipality is authorized to charge permit applicants in accordance with the *Municipal Government Act* for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for overdimension permits where required to do so pursuant to the applicable permit;

“Parties” or “Party” means the Province and the Municipality or either of the Province or the Municipality;

“Regulation” means the *Commercial Vehicle Dimension and Weight Regulation*

“Total Fee” means the total of the Fixed Administration Fee and the Variable Fee, which is payable by the Province to the Municipality in accordance with this Agreement;

“TRAVIS-MJ” means the Transportation Routing and Vehicle Information System Multi Jurisdiction; and

“Variable Fee” means a prorated fee based on the percentage of actual distance travelled by a permitted commercial vehicle on roads located within the Municipality where the Municipality has direction, control and management of that road.

**1.2 Section Numbers** - References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement.

**1.3 Entire Agreement** - This Agreement is the entire agreement between the Province and the Municipality and supersedes all previous agreements, correspondence, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.

## **2.0 TERM**

**2.1 Initial Term** – This Agreement will be in effect for a term of three (3) years, commencing on April 1, 2024 and expiring on March 31, 2027 (the “Term”), unless sooner terminated in accordance with this Agreement.

**2.2 Renewal** – Provided that the Municipality is not in default under this Agreement, the Municipality shall have the option exercisable on no less than six months and no more than 12 months’ written notice to the Province prior to the expiry of the Term to extend this Agreement for one additional term of three (3) years on the same terms and conditions as this Agreement except there will be no further right to extend the Term.

### **3.0 THE MUNICIPALITY'S RESPONSIBILITIES**

**3.1 Permit Applications** – The Municipality shall utilize TRAVIS-MJ for the purpose of accepting permit applications submitted by permit applicants through TRAVIS-MJ.

**3.2 Permit Approvals** – The Municipality shall use TRAVIS-MJ for the purpose of single trip overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and approvals for overdimension permits where required to do so pursuant to the applicable permit.

**3.3 Data** – The Municipality is responsible for maintaining the business rules, road restrictions and other municipal data on TRAVIS-MJ. The Municipality shall provide timely road network data updates to the Province.

**3.4 Restriction on other Fees** – The Municipality shall not, either directly or through a contractor, charge permit applicants any fee, other than the Fixed Municipal Fee, for the review or approval of single trip overweight permits or overdimension permits.

**3.5 Road Damage Charges** – The Parties acknowledge and agree this Agreement does not prevent the Municipality from charging permit applicants for visible road or other infrastructure damage attributable to the permitted commercial vehicle.

**3.6 Road Use Agreements** – The Parties acknowledge and agree this Agreement does not prevent the Municipality from entering into road use agreements or from requiring bonds from permit applicants.

**3.7 Use of Contractor** – The Municipality may, at its discretion and sole cost, employ a contractor to perform data maintenance, permit approvals, or any other service related to TRAVIS-MJ provided that the use of a contractor by the Municipality does not relieve the Municipality of any of its responsibilities under this Agreement.

**3.8 Changes to Fees** – The Municipality may change the Fixed Municipal Fee provided that the Municipality notifies the Province in writing no less than six months' prior to such change taking effect.

### **4.0 PROVINCE'S RESPONSIBILITIES**

**4.1 Operation and Maintenance** – The Province will maintain and operate TRAVIS-MJ at its sole cost and expense.

**4.2 Access** – The Province will provide access to TRAVIS-MJ to the Municipality for the purpose of permit acceptance and approval and to update business rules, road restrictions and other municipal data on TRAVIS-MJ, provided that such access will be at no cost to the Municipality.

**4.3 Training and Support** – The Province shall provide the Municipality with TRAVIS-MJ training and ongoing support at no cost to the Municipality.

**4.4 Fee Schedule** – The Province will maintain the fee schedule for the Fixed Municipal Fee as generated by the Municipality in TRAVIS-MJ and will update that fee schedule as required at no cost to the Municipality.

## **5.0 COLLECTION AND PAYMENT OF FEES**

**5.1 Fixed Municipal Fee** – The Municipality may specify a Fixed Municipal Fee by notice in writing to the Province. The Province shall collect the Fixed Municipal Fee from permit applicants on behalf of the Municipality, using TRAVIS-MJ. The Municipality hereby designates the Province as its agent for this purpose.

**5.2 Variable Fee** – The Province will compute the Variable Fee using TRAVIS-MJ or, in the event TRAVIS-MJ is temporarily unavailable, such alternate comparable mechanisms that may be required. The Province shall collect the Variable Fee from permit applicants using the TRAVIS-MJ system.

**5.3 Payment of Fees to Municipality** – The Province shall remit the Total Fee collected to the Municipality within 30 days following the end of every quarter of each year during the Term, with the first quarter being from April to June. The Province shall provide a report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following March 31 of each year during the Term.

The Municipality acknowledges that where the Total Fee collected by the Province in a quarter totals less than \$25.00, the Total Fee will not be remitted to the Municipality at the end of that quarter, but will be carried over to the following quarter and added to the Total Fee collected in the following quarter. The Province will continue to carry over the Total Fee to each successive quarter until the Total Fee reaches at least \$25.00, or until March 31, at which time the Total Fee will be remitted to the Municipality regardless of the Total Fee collected.

**5.4 Applicant Cooperation** - The Municipality agrees to cooperate with the Province in the completion of any audit, evaluation or inspection of the Total Fee.

**5.5 GST** - The Municipality acknowledges that Goods and Services Tax (“GST”) must be remitted to the Receiver General of Canada on account of the Fixed Municipal Fee. The Province, acting as agent pursuant to Section 5.1, shall collect GST from permit applicants as agent for the Municipality and pay the same to the Municipality for purposes of remitting to the Receiver General of Canada. The Municipality shall indemnify and hold harmless the Province for any GST, interest, penalties or any related losses, costs or damages in respect of the Province acting as agent for the Municipality in the collection of the Fixed Municipal Fee from permit applicants.

## **6.0 FEES DISPUTE**

**6.1 Dispute Notification** – The Municipality will have 180 days following receipt of the report provided by the Province under Section 5.3 to notify the Province of any disputes concerning the Total Fee provided to the Municipality. Any such dispute concerning the Total Fee will be addressed through the dispute resolution process described in Article 11.

## **7.0 COMMUNICATION**

**7.1 Announcements** – The Municipality shall not make any public announcement or issue any press release regarding the entering into of this Agreement or the payment of the Total Fee except in consultation with Province and with the approval of the Province as to the content of the announcement or press release, which approval shall not be unreasonably withheld.

**7.2 Disclosure** – The Municipality acknowledges and agrees that the Province may disclose this Agreement and its contents by any means chosen by the Province including without limitation tabling it before the Legislature.

**7.3 Freedom of Information and Protection of Privacy Act** – The Municipality acknowledges that information and records maintained by the Province relating to this Agreement may be subject to the *Freedom of Information and Protection of Privacy Act* (Alberta).

**7.4 Use of Information** – The Municipality shall use all information provided pursuant to this Agreement solely for Municipal permit purposes and only with respect to municipal roads located within the Municipality where the Municipality has direction, control and management of that road. The Municipality acknowledges that any use of the information for any purpose other than that set out in this Agreement is prohibited.

**7.5 Information Security** – The Municipality shall ensure that such reasonable security measures are in place as are necessary or advisable to ensure the information is kept secure and confidential and is not accessible to any person other than designated staff.

**7.6 Third Party Requests** – The Municipality shall promptly notify the Province when it receives any third party subpoena, order or other request for the Information.

**7.7 Notification** – The Municipality shall immediately notify the Province of any actual or potential loss, unauthorized disclosure, access or use of the Information, or any other breach or potential breach of any term or condition contained in this Agreement.

## **8.0 TERMINATION**

**8.1 Termination** – This Agreement may be terminated as follows:

(a) by either Party on not less than six (6) months' prior written notice to the other Party; or

(b) forthwith by the Province if the Municipality fails to cure a default under this Agreement within the time period set out in the notice from the Province of the Municipality's default, which time period shall account for the Municipality's ability to cure the default taking commercially reasonable action.

**8.2 Effect of Termination** – In the event this Agreement is terminated under Section 8.1, the Province will pay the outstanding amount of the Total Fee owing to the Municipality as of the effective date of the termination. The Province shall provide a final report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following final payment of the outstanding Total Fee. The obligations set out in this Section 8.2 shall survive this Agreement.

## **9.0 NOTICE**

**9.1 Notices** - Any notice, consent or other communication under this Agreement must be in writing and is effective when delivered by any means, including fax transmission, to the following respective addresses:

(a) if to the Province:

Andrew Pillman  
Executive Director, Carrier & Vehicle Safety  
Transportation and Economic Corridors  
Room 401, 4920 51<sup>st</sup> Street  
Red Deer, Alberta  
T4N 6K8

(b) if to the Municipality:

Either Party may change its contact information by giving notice to the other Party in the above manner.

**12.2 Additional Assurances** - The Parties agree to from time to time do all such acts and provide such further assurances and instruments as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent; but this section shall not in any event be construed as obligating the Province to amend or enact any statute or regulation.

**12.3 Assignment** - The Municipality may not assign this Agreement or any right or benefit under it.

**12.4 Alberta Law applies** - This Agreement shall be construed, interpreted and applied in accordance with the laws and in the courts of the Province of Alberta.

The Parties have therefore executed this Agreement, each by its duly authorized representative, on the respective dates shown below.

His Majesty the King in right of Alberta  
as represented by the Minister of  
Transportation and Economic Corridors

\_\_\_\_\_  
Per:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Per:

\_\_\_\_\_  
Date

## **10.0 INDEMNITY AND LIABILITY**

**10.1 Municipal Indemnity** – The Municipality shall indemnify and hold harmless the Province, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Municipality is legally responsible, including those arising out of negligence or wilful acts by the Municipality, or the Municipality's employees or agents.

**10.2 Provincial Indemnity** – The Province shall indemnify and hold harmless the Municipality, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Province is legally responsible, including those arising out of negligence or wilful acts by the Province, or the Province's employees or agents.

**10.3 Survival** – The indemnities provided by the Parties in Section 10.1 and Section 10.2 shall survive this Agreement.

**10.4 Errors and Omission** – The Municipality acknowledges and agrees that the Province is not liable for any errors or omissions in the TRAVIS data.

**10.5 Damage** – The Municipality acknowledges and agrees that the Province is not liable for damage to any municipal infrastructure or any other damage caused by commercial vehicles permitted in TRAVIS.

## **11.0 DISPUTE RESOLUTION**

**11.1 Consultation** - The Parties shall consult each other should there be any disputes arising from the interpretation or implementation of this Agreement, and shall, in good faith, make all reasonable efforts to resolve the matter.

**11.2 Reference to Senior Officials** – If negotiations fail to resolve the dispute within a reasonable timeframe, the dispute will be referred for a decision to senior officials designated by each Party whose decision will be considered to be final.

## **12.0 GENERAL**

**12.1 Amendment and Waiver** - No amendment of this Agreement is effective unless made in writing and signed by a duly authorized representative of each of the Province and the Municipality. No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.

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# ADMINISTRATION REPORT

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**Date:** March 13, 2024      RFD 24-15  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** Campground fees

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1. **PURPOSE** – To review campground charges and determine if rates need to be adjusted.
2. **BACKGROUND** – Alix Campground rates were last changed in 2014 when power stalls were increased from \$25 to \$35 per night – non power sites stayed at \$25 per night. During our 2023 audit, we were advised we needed to charge GST on campground fees.
3. **OPTIONS** –
  1. To leave campground rates the same and deduct GST from the set rates
  2. To add GST to the current rates, increasing the total nightly charges
4. **DISCUSSION** – Attached is a rate comparison showing several campgrounds in our area and their nightly fees.
5. **FINANCIAL IMPLICATIONS** – Based on a 3 year average, the Village would collect approx. \$976 in GST per year through the campground. If the rates are not increased, this would mean a loss in revenue of that same value.
6. **LEGAL** – Municipalities are required to follow the Canadian public sector accounting standards. We engage an accounting firm each year to review our financials and provide us with oversight and suggestions for improvement.
7. **POLITICAL/PUBLIC IMPLICATIONS** – Staff are concerned that if GST is added to the rates, payment could become difficult since we do not accept electronic payments at the campground.
8. **OTHER COMMENTS** – It is worth noting that we once again have seen no interest in the position of campground caretaker for the coming season. Staff are currently looking into both long term and short term solutions.  
For the short term, we may want to convert the campground to self registration for 2024. There have been a few people interested in being the caretaker, but not staying on site, meaning evenings and overnight would be unsupervised.  
A recent meeting with the Executive Director of Lacombe Tourism opened up a couple of options for long term solutions that need to be explored further before being brought to Council.
9. **RECOMMENDATIONS** – Option 1 – I recommend the following resolution:

“that the Village of Alix Council hereby reaffirms the campground rates outlined in Bylaw 471/22 and directs staff to deduct Goods and Services Tax (GST) from those amounts stated.”

NOTE: If Council wants to increase the rates, Fee Bylaw 471/22 would need to be amended. It could not be done by resolution.

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Author

## Campsite Comparisons

### Alix

- \$35 a night – power
- \$25 a night tenting – no power

### Haunted Lakes

- \$25 a night/weekdays – power
- \$30 a night/weekends – power
- \$20 overflow – no services

### Delburne Main Street Park

- \$20 a night – power
- \$15 a night – no services

### Bashaw

- \$20 a night – no services

### New Norway

- \$25 a night – no services

### Stettler

- \$40 a night – full services (water, sewer, power)
- \$35 a night – power & water
- \$20 a night – no services
- \$14 a night – overflow

### Lacombe

- \$32 a night – power

### Rochan Sands

- \$32 a night – no services

# ADMINISTRATION REPORT



**Date:** March 12, 2024      RFD 24-13  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** Tax recovery

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1. **PURPOSE** – To set Terms & Conditions for the tax recovery sale as well as the date of the sale and reserve bids.
2. **BACKGROUND** – Each year the tax recovery process must take place according to the MGA.
3. **OPTIONS** –
  1. To move forward with the tax recovery process by making the resolutions recommended at the bottom of this page.
  2. To delay tax recovery resolutions until a future meeting.
4. **DISCUSSION** – Attached to this RFD are the suggested Public Auction – Terms and Conditions for your consideration.
5. **FINANCIAL IMPLICATIONS** – All costs associated with the tax recovery process are put on the property tax account of the affected parcel.  
If the property sells at auction, the municipality is entitled to take all costs owed to them from the purchase price.  
If the property does not sell at auction, the municipality may decide to take ownership and then continue to make efforts to sell the property and recover the costs through sale at a later time.
6. **LEGAL** – The tax recovery process is very complex. It is covered under Part 10; Taxation in the MGA. Division 8 deals with Recovery of Taxes Related to Land; Division 8.1 is for Recovery of Taxes Related to Designated Manufactured Homes. Division 9 is for Recovery of Taxes Not Related to Land.  
It is a provincially legislated process through the MGA and every Alberta municipality is legally required to follow this process.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – I recommend the following resolutions;  
“That the Village of Alix Council hereby approves the presented Terms and Conditions of Sale for the 2024 Public Auction.”  
“That the Village of Alix Council resolves that the 2024 Public Auction for the purpose of tax recovery will be held on June 25, 2024 at 9:00 a.m. at the municipal office located at 4849 50<sup>th</sup> Street, Alix, AB.”  
“That reserve bids for the 2024 Public Auction be set as follows:  

Lot 24; Block 3; Plan XXX (RN30)	\$13,900
Lot 1, 2; Block K; Plan 5676 AE	\$96,700

”

  
\_\_\_\_\_  
Author

## 2024 - Public Auction – Terms and Conditions

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1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
  - a. The full purchase price if it is \$10,000 or less; OR
  - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.  
(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.

**VILLAGE OF ALIX  
BANK RECONCILIATION  
FOR THE MONTH ENDING:  
February 29, 2024**

**SERVUS CREDIT UNION**

	CHEQUING	CHEQUING (2)	INVESTMENTS (1)
<b>Balance from Bank Statement:</b>	<b>2,398,482.26</b>	<b>11,220.38</b>	<b>0.00</b>
<b>Plus: Deposits in Transit</b>	<b>6,067.04</b>		
<b>Less: Outstanding Cheques</b>	<b>(43,834.57)</b>		
<b>Reconciled Bank Balance:</b>	<b><u>2,360,714.73</u></b>	<b><u>11,220.38</u></b>	<b><u>0.00</u></b>
<b>29-Feb-24 GL balance 3-120</b>	<b><u>2,360,714.73</u></b>		
<b>29-Feb-24 GL balance 3-121</b>		<b>11,220.38</b>	
<b>29-Feb-24 GL balance 3-300</b>			<b>-</b>
<b>Variance:</b>	<b>-</b>	<b>-</b>	

**THIS STATEMENT SUBMITTED TO COUNCIL THIS \_\_ 20TH DAY OF MARCH, 2024**





# VILLAGE OF ALIX

## Cheque Listing For Council

2024-Mar-14  
11:22:29AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240109	2024-02-21	2253676 ALBERTA LTD., (ALIX FOODS)		PAYMENT		36.32
			280892	COFFEE SUPPLIES	22.60	
			280968	IDP MEETING SUPPLIES	10.29	
			283419	MEETING SUPPLIES	3.43	
20240110	2024-02-21	BETH RICHARDSON (CHAUTAUQUA)	FEB2024	PAYMENT REMIDER ADS & CAMPGROUND	175.00	175.00
20240111	2024-02-21	CANOE PROCUREMENT GROUP OF CANADA		PAYMENT		229.44
			AB203031	OFFICE SUPPLIES	194.07	
			AB203190	OFFICE SUPPLIES - ENVELOPES	35.37	
20240112	2024-02-21	CURRIER, RANDY	FEB2024	PAYMENT TRAVEL EXPENSE CLAIM - CONF	60.00	60.00
20240113	2024-02-21	CYBERUS PROTECTION SERVICES	202428	PAYMENT PATROLS FOR MARCH 2024	2,861.58	2,861.58
20240114	2024-02-21	FEHR, ROBERT LEE	FEB2024	PAYMENT COUNCIL EXPENSE CLAIM FEB ;	628.68	628.68
20240115	2024-02-21	GARY MOE CHEVROLET BUICK GMC	205740	PAYMENT SERVICE 2011 SILVERADO CHEV	1,191.21	1,191.21
20240116	2024-02-21	GULLYS CONTRACTING	026	PAYMENT SNOW CLEARING FEB 12 & FEB	1,701.00	1,701.00
20240117	2024-02-21	RED DEER RIVER MUNICIPAL USERS GROUP	JAN2024	PAYMENT 2024 MEMBERSHIP	183.50	183.50
20240118	2024-02-21	TAXervice		PAYMENT		609.00
			2412235	TAX ROLL #5700	73.50	
			2412236	TAX ROLL #7100	73.50	
			2412237	TAX ROLL #26800	73.50	
			2412238	TAX ROLL #37700	73.50	
			2412819	TAX ROLL 2300	157.50	
			2412820	TAX ROLL 48100	157.50	
20240119	2024-02-21	ZONE 3 BUSINESS SOLUTIONS INC.	151084	PAYMENT COPY CHARGES	131.67	131.67
20240128	2024-02-29	AMSC INSURANCE SERVICES LTD.	45311	PAYMENT RE-ADD 2011 CHEV TO POLICY	735.00	735.00
20240129	2024-02-29	BESUIJEN, JANICE	FEB2024	PAYMENT COUNCIL EXPENSE CLAIM FEB ;	390.58	390.58
20240130	2024-02-29	BESUIJEN, TIMOTHY W	FEB2024	PAYMENT COUNCIL EXPENSE CLAIM FEB ;	413.58	413.58
20240131	2024-02-29	CANADIAN PACIFIC RAILWAY CO	1000-00111556C	PAYMENT FLASHER MAINT. FEB 2024	731.00	731.00
20240132	2024-02-29	CANOE PROCUREMENT GROUP OF CANADA	AB203597	PAYMENT DIS. SERVICES PHONE CHARGE	58.79	58.79
20240133	2024-02-29	CENTRAL LABS		PAYMENT		104.24
			2400183	WASTE WATER TESTING MAIN L	52.12	
			2400213	WASTE WATER TESTING MAIN L	52.12	
20240134	2024-02-29	COLE, EDWIN	FEB2024	PAYMENT COUNCIL EXPENSE CLAIM FEB ;	440.58	440.58
20240135	2024-02-29	ECAREVIEW	17964	PAYMENT CAMPGROUND CARETAKER AD	143.85	143.85
20240136	2024-02-29	GILLIAT, BARBARA JEAN	FEB2024	PAYMENT COUNCIL EXPENSE CLAIM FEB ;	668.68	668.68
20240137	2024-02-29	HWY 12/21 REGIONAL WATER SERVICES COMV	1288	PAYMENT WATER CONSUMPTION JAN 202	15,206.58	15,206.58
20240138	2024-02-29	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		5,533.91



# VILLAGE OF ALIX

## Cheque Listing For Council

2024-Mar-14  
11:22:29AM

Cheque				Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name					
20240138	2024-02-29	LOCAL AUTHORITIES PENSION PLAN		FEB2024	LAPP PREMIUMS FEB 2024	5,533.91	5,533.91
20240139	2024-02-29	RSP PAYMENT FEB 2024		FEB2024	PAYMENT RSP FEB 2024	257.13	257.13
20240140	2024-02-29	NIEHAUS, CODY ELDON		FEB2024	PAYMENT PESTICIDE COURSE MILEAGE	237.00	237.00
20240141	2024-02-29	TOWN OF BLACKFALDS		IVC061749	PAYMENT 2024 MEMBERSHIP CONTRIBUTI	6,050.00	6,050.00
20240147	2024-03-06	327241 ALBERTA LTD		1275	PAYMENT FEB 2024 PATROLS	577.50	577.50
20240148	2024-03-06	ACCU-FLO METER SERVICE LTD		112641	PAYMENT BELT CLIP REPLACEMENT BATTI	361.20	361.20
20240149	2024-03-06	ALIX DRUGS LTD.		148327	PAYMENT LAKE NIGHT SUPPLIES	22.16	22.16
20240150	2024-03-06	AMSC INSURANCE SERVICES LTD.		2024VFIS-04 MAR2024	PAYMENT 2024 PREMIUMS PREMIUM MAR 2024	4,951.00 4,832.67	9,783.67
20240151	2024-03-06	ANDERSON, JANENE		MAR2024	PAYMENT TRAVEL EXPENSE LREMP MEET	41.00	41.00
20240152	2024-03-06	BETH RICHARDSON (CHAUTAUQUA)		MAR 2024	PAYMENT CEMETERY TENDER AD	55.00	55.00
20240153	2024-03-06	CANOE PROCUREMENT GROUP OF CANADA		AB205195	PAYMENT USB CHARGER	36.21	36.21
20240154	2024-03-06	ENVIRONMENTAL 360 SOLUTIONS LTD.		RD0000299203	PAYMENT GARBAGE	5,834.27	5,834.27
20240155	2024-03-06	GAM TECH		INV16146	PAYMENT COMPUTER SERVICES	1,338.40	1,338.40
20240156	2024-03-06	GREGG DISTRIBUTORS CO LTD		000-661145	PAYMENT OIL	81.43	81.43
20240157	2024-03-06	GULLYS CONTRACTING		028 029	PAYMENT SNOW REMOVAL MAR 3 2024 SNOW REMOVAL MAR 4 2024	1,417.50 1,417.50	2,835.00
20240158	2024-03-06	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2:		10814993	PAYMENT ACCU FLO FREIGHT	39.22	39.22
20240159	2024-03-06	VILLAGE OF ALIX		50100 FEB2024 63900 FEB2024 69600 FEB2024 7000 FEB2024 72700 FEB2024 72800 FEB2024 72830 FEB2024 72841 FEB2024	PAYMENT BULK WATER LIBRARY UTILITIES STORAGE YARD UTILITIES OFFICE UTILITIES FIRE HALL UTILITIES BAY 1 & 2 UTILITIES BAY3 UTILITIES BAY 4 UTILITIES	94.33 114.89 88.71 121.66 105.30 224.86 114.32 108.68	972.75
20240160	2024-03-06	WILD ROSE ASSESSMENT SERVICES		9307	PAYMENT PROGRESS PAYMENT MARCH 2	1,319.50	1,319.50

**Total 62,075.63**

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



# VILLAGE OF ALIX

Tax Trial Balance (Full Listing)

Trial Balance As Of 2024-03-14

<b>Roll #</b>	<b>Title Holder</b>	<b>Tax Levy</b>	<b>Accum. Penalty</b>	<b>Out. Penalty</b>	<b>1 Year</b>	<b>2 Years</b>	<b>3 Years</b>	<b>Over 3</b>
---------------	---------------------	-----------------	-----------------------	---------------------	---------------	----------------	----------------	---------------

<b>Tax Levy</b>	1,731,316.87	<b>Local Improvement Levy</b>						0.00
<b>Additional Tax Levy</b>	0.00	<b>Accumulated Penalty</b>						20,451.55
		<b>Outstanding Penalty</b>						20,322.92
<b>Sub Ledger</b>		<b>General Ledger</b>						
<b>Current</b>	(4,907.60)							
<b>1 Year</b>	71,744.47				3-00-00-00-210			116,224.52
<b>2 Years</b>	35,484.30							
<b>3 Years</b>	9,505.38							
<b>Over 3</b>	4,397.97							
<b>Outstanding</b>	116,224.52							
		<b>Total GL</b>						116,224.52
		<b>Total SL</b>						116,224.52
		<b>Proof</b>						0.00

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



**Buffalo Lake Management Team**  
**January 29, 2024**  
**Councillor Janice Besuijen**

**Project Updates**

- a) Invasive species
  - Carp remain an issue and have been caught in the waterscreens in both Red Deer River and Blindman.
  
- b) Gull Lake Watershed Society
  - Continue to pursue a filtration system in order to allow pumping to resume.
  - The next steps include a community stakeholder engagement meeting; as well as a hydrology study looking at the impacts of pumping on the lake, and a cost benefit analysis.
  
- c) Water Levels
  - The last water level measure was in October 780.23
  - Water levels have been lower than this in the past but have come back up without pumping.
  
- d) Marina use
  - If water levels do not increase some marina's will be unusable.

Alix Lake Information Night Information



## **LACOMBE REGIONAL EMERGENCY MANAGEMENT MEETING**

The meeting was held both in person and virtually by Zoom on March 15 , at 7 pm, with 15 in person and 2 online participants, at LMC in Lacombe.

### **TABLE TOP EX**

Round table discussion on Table Top exercise held. Only issue brought up was to insure all volunteers are properly trained and certified. Table Tops are now required by legislation and Julian V is ensuring AEMA is certifying all communities.

### **CEMP REVIEW FOR 2023**

A 37 question document to be done by each community. We are to make sure all bylaws comply with emergency management. AEMA had no concerns.

### **2024 SUB COMMITTEES**

Three subcommittee have been formed

-Ministerial Order ( chaired by Michelle White )

-ERP Rewrite

-LREMP Agreement

### **COSTS FOR ERP PLAN REWRITE**

\$4000 allowance reduced by the government to \$1000, felt for digital rather than paper was appropriate

### **LREMP Coordinator Spending Criteria**

Julian V is looking for direction and he needs to account to the government. Moving forward Chair will be contact then approval at regular meeting

### **EMPP GRANT SUBMISSION**

Grant application was submitted for \$25000 by City of Lacombe for exercises, decision forthcoming by 31 March 2024.

## **2024 TABLE TOP EXERCISE**

The EMPP grant if received would be used here. Will go forward regardless. Exercise will be a county wide fire moving west from Highway 2.

## **LREMP WEBSITE USE**

Appears to be under utilized. Plans to upgrade email system to the website. Each DEM can only access their own community, only Krista Parent and Julian V have total access.

## **LREMP COORDINATOR CONTRACT**

This was discussed in camera Julian V excused.

It was discussed and approved to

- 1) Utilize a contract extension of one year
- 2) Due to inflation a one time payment of \$2000 to Julian to recognize his work and exceeding contract requirements. This was NOT requested by Julian
- 3) Provide supervisor support by past Chair

The motion was passed in open session to approval the three recommendations

## **LREMP ADMIN SUPPORT**

Julian has been utilizing Krista Parent as admin support. She has recently moved to new employment with Blackfalds but will continue in support role. There will be a NDA signed by Parent. Her pay comes out of Julian pay.

## **2023 BUDGET END**

\$8000 was “ found” due to payables by Blackfalds. This is reflected in Appendix ‘ B”

## **2024 PROPOSED BUDGET**

Attached as Appendix “ C “ ( does not included grant application of \$25000 which is pending

## **AEMA REPORT**

Cole Starling was present and spoke. We are moving forward with Ministerial Order. Alberta is in Drought Condition 4, 5 is the highest.

Presently there are 51 advisory warnings in Alberta, and there will be water sharing agreements  
The Red Deer river flow rate is lowest in 20 years

The Provincial Government will be forming Task Forces in case of worsening conditions

Information at [www.alberta.ca/drought](http://www.alberta.ca/drought)

The village of Crowley is presenting have to truck in water for their 200 odd residents at a cost of  
\$8000 per day ( approx \$2.92 million per year ) with no relieve in site.

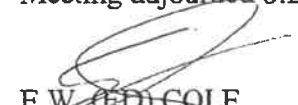
Bottom line “ don`t be scared, be prepared “

**NEXT MEETING**

Scheduled for November 13

**ADJOURNED**

Meeting adjourned 8:23 pm.

  
E.W. (ED) COLE  
Councillor

**Lacombe Regional Emergency Management Partnership**

2023 Budget Year End Projection

Carried from 2022:

\$19,310.00

(includes

\$8,800)

**Revenues**

Member Contributions

Budgeted Actual

City of Lacombe	6,050	6,050
Town of Blackfalds	6,050	6,050
Village of Clive	6,050	6,050
Village of Alix	6,050	6,050
Town of Bentley	6,050	6,050
Town of Eckville	6,050	6,050
Lacombe County	6,050	6,050
SV of Birchcliff	2,750	2,750
SV of Sunbreaker Cove	2,750	2,750
SV of Half Moon Bay	2,750	2,750
SV of Gull Lake	2,750	2,750
SV of Norglenwold	2,750	2,750
SV of Jarvis Bay	2,750	2,750

**Total Revenue**

**\$ 58,850.00 \$ 58,850.00**

**Expenditures**

Budgeted Actual

Contract Services (HHID Consultants)	\$ 40,000.00	\$ 40,000.00
Contract Services (Edge Design Solutions)	\$ 1,500.00	\$ -
Training Program	\$ 8,000.00	\$ 8,271.00
EML Canada (Allowance)	\$ 2,000.00	\$ 1,784.00
Misc.	\$ 1,000.00	\$ 2,000.00
2026 Field Exercise Contingency	\$ 7,500.00	\$ 7,500.00
2022 Exercise Celebration	\$ 1,270.00	\$ 2,000.00

**Total Expenditures**

**\$ 61,270.00 \$ 61,555.00**

**Net Surplus(Deficit)**

**\$ (2,420.00) \$ (2,705.00)**

2023 Opening Operating Reserve

\$ 19,310.00

2023 Surplus (Deficit)

\$ (2,705.00)

Ending Reserve Balance

\$ 16,605.00

2026 Field Exercise Contingency Balance

\$ 7,500.00

Lacombe Regional Emergency Management Partnership

2024 Budget Carried from 2023: Reserves: \$16,605.00 2026 Field Exercise: \$7,500.00

Revenues Member Contributions Budgeted Actual

City of Lacombe	6,050	
Town of Blackfalds	6,050	
Village of Clive	6,050	
Village of Alix	6,050	
Town of Bentley	6,050	
Town of Eckville	6,050	
Lacombe County	6,050	
SV of Birchcliff	2,750	
SV of Sunbreaker Cove	2,750	
SV of Half Moon Bay	2,750	
SV of Gull Lake	2,750	
SV of Norglenwold	2,750	
SV of Jarvis Bay	2,750	

Total Revenue \$ 58,850.00 \$ -

Expenditures

Contract Services (HHID Consultants)	Budgeted	Actual
Contract Services (Edge Design Solutions) (2023-2024)	\$ 40,000.00	\$ -
Professional Fees/Training	\$ 680.00	\$ -
EML Canada	\$ 8,000.00	\$ -
Misc.	\$ 2,000.00	\$ -
2026 Field Exercise Transfer	\$ 1,000.00	\$ -
LREMP/Municipal Plan Allowance	\$ 7,500.00	\$ -
Meetings, Meals, Etc.	\$ 4,000.00	\$ -
Total Expenditures	\$ 53,180.00	\$ -

→ Reduced to \$1000

Net Surplus(Deficit)

\$ (5,330.00) \$ -

2024 Opening Operating Reserve	\$ 16,605.00
2024 Surplus (Deficit)	\$ (5,330.00)
Ending Reserve Balance	\$ 11,275.00
2026 Field Exercise Contingency Balance	\$ 15,000.00



## CAO REPORT MARCH, 2024

1. Minimum Tax Levy– Council directed administration to do 3 rounds of public notice regarding implementation of a \$400 minimum tax levy being put in place for the 2024 tax year. Information flyers were mailed out to all Village of Alix post office boxes on September 15, 2023 and January 17, 2024. Information letters were mailed out to each property owner with a non-Alix address (98) on February 7<sup>th</sup>. The third round of notices will be going out at the end of the March for flyers and early April for the non-Alix letters to owners.
2. CRA Writs – Great news! All CRA writs have been taken off title of the 2 tax recovery properties. One of the properties has sold and the writs were paid off. The other property has not been sold yet, but the writ was removed without payment because the remaining value of the property is less than the value of the writ.
3. Alix Lake Comments – When questions for Lake Information Night were pre-submitted, a resident sent in comments and suggestions. Please see attached. As the comments didn't fit with the Q & A format of Lake Night, they were not addressed at that time. It is being presented to you now as information.
4. Municipal Census – When conducting a municipal census, we have the ability to add questions to the census within certain parameters. I would like to add the following questions: How long have you lived in Alix? Do you rent or own your home?

These questions will give us valuable information regarding our transient population (number of people who are only in the community for a short period of time) and the current use/demand for rental spaces in Alix. This information can be very useful when planning community service levels and planning future zoning and residential development needs.

## **Alix Lake: submitted comments**

Being on the shoreline on the NW leg of the lake we are very concerned about the deterioration of the shoreline and destruction of the water bird nesting sites due to the flagrant abuse of water and wakeboard skiers and the power boats used to pull them. They are supposed to stay 100 ft. from the shoreline but that is not happening. The wake created by these boats is well over 1.5 ft high. There is no reason for these boats to even be in that part of the lake as it is a very tight turn when they are coming in at 30 to 40 mph. It not only ruins the natural habitat but for any kayakers or paddle boarders it makes it dangerous for them to be out there. I Want to say though that the people who have power boats on that part of the lake are thoughtful and courteous and do not create wakes . I would also like to say that these boats also create noise pollution that is worse than rush hour on the Deerfoot trail in Calgary.

### **Suggestions;**

- As of 2024 summer season, make everything North of the boat launch a wake free zone. This will save the habitat and beauty of the lake and encourage more people from out of town to use that part of the lake for kayaking, canoeing and paddle boarding. When the power boats are allowed in this part of the lake everyone else is unable to use it in a safe and comfortable way. There is plenty of space out in the main part of the lake for these power boats to be without letting them destroy the very sensitive habitat areas. You have already not allowed these boats in the other sensitive habitat area of the lake (south arm) so let's do the same for the North end of the lake . I also believe that if people were aware of this we would see more use of the lake by the kayakers, canoers and paddle boarders which should generate more revenue for the town. Lets give this section of the lake back to nature and the quiet boating activists to enjoy.

I will be strongly advocating for this change in the future and would hope that the village of Alix would see this as a good and positive action to take.



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113898

To All Chief Elected Officials:

I am inviting your municipality to participate in the review of the *Municipal Government Act* requirements related to Intermunicipal Collaboration Frameworks (ICFs). ICFs encourage integrated and strategic planning, delivery, and funding of inter-municipal services.

Municipal Affairs welcomes your insight and feedback to ensure any future legislative changes consider the needs of municipalities. The scope of this engagement covers the following topics:

- required content of ICFs;
- ICF agreement duration;
- cost calculations;
- mediation and arbitration; and
- enforcement.

I encourage you to complete the survey and share your perspectives on these important matters. The survey is available at [extranet.gov.ab.ca/opinio6//s?s=ICFReview](https://extranet.gov.ab.ca/opinio6//s?s=ICFReview) and should take 15 to 20 minutes to complete. The survey is available until **April 12, 2024**.

Ministry staff will also be seeking input from chief administrative officers through discussion sessions to supplement the survey and focus on practical implementation considerations. The collective outcomes of the engagement will inform future legislative changes targeted for 2025.

If you have any questions about this review or the collection and use of this information, please email [ma.engagement@gov.ab.ca](mailto:ma.engagement@gov.ab.ca).

Thank you for your participation.

Sincerely,

Ric McIver  
Minister

cc: All Chief Administrative Officers





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113944

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

*Budget 2024* is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincewide. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

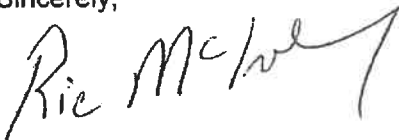
*Printed on recycled paper*

As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

*Budget 2024* puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,

A handwritten signature in black ink that reads "Ric Mclver". The signature is written in a cursive, flowing style.

Ric Mclver  
Minister



# CANADIAN FALLEN HEROES

Alberta has a long history of military service and sacrifice. The provincial honour roll includes the names of over nine thousand fallen soldiers, sailors and airmen and women. They left their family, friends and plans for the future to serve. Many are buried overseas, at or near the place of their final battle and most were survived by their parents. Their story must be told. Founded in Alberta by retired military personnel in 2002, the Canadian Fallen Heroes Foundation has researched Alberta's military history in order to preserve their memory. Governed by a volunteer board of directors, we tell their story.

Alix is one of 925 Alberta communities to lose a son or daughter in service and as such has been allocated a search designation IN MEMORIAM on our charity's website. Once researched and written, biographies for 14 former residents will be placed here where they can be searched by name or collectively by searching the community. They are preserved here in a format preferred by today's youth to be shared with and utilized by schools and educators as part of Remembrance Day curriculum. May they serve to remind this and future generations that the freedom to pursue our dreams and aspirations was secured by a generation who sacrificed theirs.

*The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy. Martin Luther King, Jr.*

Oak framed and metal art Memorials commissioned by the Foundation also adorn the walls of Legions and public facilities throughout Alberta. Commissioned in honour of former residents, they are proudly displayed in over 100 communities. Memorials are printed on metal art panels measuring 12 x 18 inches. Images and biographies are infused onto an aluminum surface using dyes rather than traditional inks. The process provides outstanding image clarity and longevity and allows for their use in Remembrance Day ceremonies.

The Canadian Fallen Heroes Foundation is a federally registered charity. Contributors to the project are issued a tax receipt in accordance with our charitable status and acknowledged IN MEMORIAM adjacent the Alix honour roll as follows:

Gold Sponsor \$1200.00

Silver Sponsor \$600.00

Bronze Sponsor \$300.00

Co-Sponsor \$150.00

Metal art memorial plaques are commissioned with each pledge of \$300.00.

*They shall grow not old, as we that are left grow old; Age shall not weary them, nor the years condemn.  
At the going down of the sun and in the morning We will remember them. - Laurence Binyon.*

403.453.1881 email: [memorials@canadianfallenheroes.com](mailto:memorials@canadianfallenheroes.com)  
Canadian Fallen Heroes Foundation – 192 700 8 Avenue SW. Calgary, AB - T2P 1H2  
Registered Charity No. 86563 9447 RR0001

# THE FALLEN SOLDIERS of Alix, Alberta



Gerald Fitzsimmons



William Hallett



Charles Mattie

*LEST WE FORGET*

Brown, Ernest Eugene

Carman, Cecil Roy

Crawford, Valentine Solomon

Fitzsimmons, Gerald Robert

Hallett, William Archibald Marsh

Hoppus, Willard Henry

Joyce, Robert Gray

Mattie, Charles Clarence Frederick

Parlby, Alexander George Hall

Smith, Claude

Smith, Sydney Kent

Timpe, George Otto

Todd, George Loren

Wood, Thomas Charlton

*As the going down of the sun and in the morning, we will remember them.*

# SYDNEY KENT SMITH



Sydney Kent Smith, born September 24, 1922 at Alix, in Lacombe County, Alberta, grew up in Alix where he completed his education at Alix Consolidated No. 12 in 1941. Fond of hockey, baseball and track and field in his youth, he was single and a student when he enlisted at Edmonton, Alberta July 21, 1941. He was deemed confident, alert, sincere and keen to serve on assessment and was commissioned September 11, 1942. Smith served with the Royal Canadian Air Force attached to No. 156 (R.A.F.) Squadron (We Light the Way) as a Flying Officer (Navigator) during the Second World War. Part of No. 8 Group RAF with Bomber Command and based at RAF Warboys, Cambridgeshire, England, the No. 156 Squadron operated Avro Lancaster aircraft, marking enemy targets as one of the original pathfinder squadrons. On September 29, 1943, Flying Officer (Navigator) Sydney Kent Smith died following bombing operations over Bochum, Germany when his Lancaster aircraft crashed at Winbotsham, Norfolk, England during a forced landing. Smith is commemorated at the Cambridge City Cemetery, England, and on the Bomber Command Memorial Wall, Nanton, Alberta. Son of Joseph Mansell and Eleanor Burgess (nee Kent) Smith of Alix; brother of Orwin Creighton and Margaret Eleanor Smith; he was 21 years old. Citation(s): 1939-1945 Star, Aircrew Europe Star, Defence Medal, General Service Medal, Canadian Volunteer Service Medal with Clasp "The legacy of heroes is the memory of a great name and the inheritance of a great example." Benjamin Disraeli

Commissioned by the Canadian Fallen Heroes Foundation

[www.canadianfallenheroes.com](http://www.canadianfallenheroes.com)

MEMORIAL DISPLAY



*High Prairie Legion*



*Moosomin Legion*



*Kearby Centre Calgary*

# HOMETOWN HEROES CAMPAIGN

FOR THOSE WHO HAVE GIVEN,  
AND THOSE WHO CONTINUE TO GIVE.



[www.coldlake.com](http://www.coldlake.com)

*Thank You  
to all the Canadians  
who have served our country*



P.O. Box 387  
Deloraine, MB R0M 0M0  
Tel: 204.747-2655  
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## TOWN OF MOOSOMIN

REMEMBERING AND HONORING  
OUR FALLEN HEROES



701 MAIN ST BOX 730  
MOOSOMIN, SK S0G 3N0  
306-435-3343

**Lest we forget  
for those brave  
who gave their lives  
so we could live ours**



A place to put down roots  
Rural Municipality of Woodlands 57 Railway Avenue  
Woodlands MB R0C 3H0 204-383-5679

Digital PSA/Acknowledgement Ad Sizes  
Full Page 5.73 x 6.8 inches - 430 x 510 Pixels

Predesigned ads and or component parts with instructions can be sent as a jpeg file.  
Email - [memorials@canadianfallenheroes.com](mailto:memorials@canadianfallenheroes.com).

