

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, November 15, 2023 at 6:00 P.M.

AGENDA

1. Call to Order:
2. Agenda: Amendments and Adoption
3. Adoption of the Minutes:
 - a) Minutes of Regular Meeting – November 1, 2023 – 6:00 P.M.
4. Delegation: None
5. Bylaws: None
6. Unfinished Business:
 - a) Draft Intermunicipal Development Plan – Request for Decision 23-54
7. New Business:
 - a) Parkland Community Planning Services Agreement - Request for Decision 23-55
 - b) Committee Appointment – Request for Decision 23-56
8. Financial Reports:
 - a) Bank Reconciliation October 31, 2023
 - b) Accounts Payable Cheque Listing - October 12 – November 1, 2023
 - c) Tax Trial Balance – November 9, 2023
9. Committee Reports:
 - a) Lacombe Regional Emergency Management Meeting – Councillor Cole
10. Administrative Reports: None
11. Correspondence and Information:
 - a) Lacombe County Community Peace Officer Services – Quarterly Report
 - b) Gary Sandberg, Assistant Deputy Minister of Municipal Affairs – Municipal Indicators
 - c) Fortis Alberta – Maximum Investment Levels (MILs)
 - d) Alberta Municipalities – Funding Local Infrastructure
 - e) Altalink – Local Construction Activities
12. Closed Meeting: None
13. Adjournment:



**Village of Alix
Bylaw NO. 426/17
Code of Conduct Bylaw**

Part 3: Accountability and Principles – No.'s 1-9

Council Members shall:

1. Govern their conduct in accordance with the requirements and obligations set out in the MGA;
2. Commit to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Council Members;
3. Council Members shall not take action beyond the powers granted by the MGA without having the necessary authority from Council to do so;
4. Represent the best interests of the Village;
5. Participate when appointed as a member of committees or boards and to inform Council as a whole of the activities of that committee or board;
6. Within 90 days of being elected, take orientation training specific to the role of Councillor as outlined in in the *Municipal Government Act*;
7. Avoid conflict of interest by refraining from self-dealing or any conduct of private business or personal services between any Council Members and the Village; except as provided by the *Municipal Government Act*;
8. Disclose any pecuniary interests as outlined in the *Municipal Government Act*;
9. Disclose their affiliations or interest with any organization that may affect their decision making on matters before Council regarding that organization;

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, November 1, 2023, 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 #205/23: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda with the following amendments:

Add: New Business: d) Royal Canadian Mounted Police – Letter of Support
e) Remembrance Day – Invitation to Attend

Closed Meeting: b) FOIP Section 25 - Economic Interests of the Public Body – RE: Lot 2, Plan 7922897

CARRIED

Minutes: a) Organizational Meeting – October 18, 2023

Resolution #206/23: Moved by Councillor T. Besuijen that the minutes of the Organizational Meeting of the Village of Alix Council held on Wednesday, October 18, 2023, be accepted as presented.

CARRIED

b) Regular Meeting – October 18, 2023

Resolution #207/23: Moved by Councillor J. Besuijen that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, October 18, 2023, be accepted as presented.

CARRIED

Delegation: None

Bylaws: None

Unfinished Business: None

New Business: a) Extended Producer Responsibility – Request for Decision 23-52

Resolution #208/23: Moved by Councillor T. Besuijen that the Village of Alix Council hereby directs Administration to register the Village of Alix for the Extended Producer Responsibility Program before December 31, 2023.

CARRIED

b) Alix Lake Dredging – Request for Decision 23-53

Resolution #209/23: Moved by Councillor Gilliat that the Village of Alix Council will hold a Public Information Night on February 20, 2024 at the Alix Community Hall, beginning at 6:00 P.M. to discuss the Alix Lake Improvement Project.

CARRIED

- New Business: (cont.)
- c) 2024 Interim Operating Budget:
 - i) Current vs. Future Budget by Category
 - ii) Current vs. Future Budget by Department
 - iii) Multi Year Draft Operating Budget
- Resolution #210/23: Moved by Councillor Cole that the Village of Alix Council hereby approves the 2024 Interim Operating Budget as presented.
- CARRIED
- d) Royal Canadian Mounted Police – Letter of Support
- Resolution #211/23: Moved by Councillor Cole that the Village of Alix Council direct Administration to write a letter of support for the Royal Canadian Mounted Police in their effort to gain a specific date in Stettler Court to deal with traffic/provincial violations.
- CARRIED
- e) Remembrance Day – Invitation to Attend
- Financial Reports: None
- Committee Reports: None
- Administrative Reports: None
- Correspondence and Information:
- a) Alix Mirror Wellness Supports Society – Program Updates for the 3rd Quarter
 - b) Alix and Area Community Resource Centre – Quarterly Newsletter
 - c) Canadian Association of Fire Chiefs – Petition in Support of Volunteer Firefighters
- Resolution #212/23: Moved by Councillor Gilliat that Correspondence Items (a) through (c) be accepted as information.
- CARRIED
- Closed Meeting:
- a) FOIP Section 25 – Economic Interests of the Public Body – RE: 4839 – 50 Street, Alix
 - b) FOIP Section 25 - Economic Interests of the Public Body – RE: Lot 2, Plan 7922897
- Resolution #213/23: Moved by Councillor Gilliat that the Village of Alix Council go into a Closed Meeting at 6:59 P.M. to discuss FOIP Section 25, Economic Interests of the Public Body regarding 4839 50 Street and Lot 2, Plan 7922897, Alix.
- CARRIED
- Resolution #214/23: Moved by Councillor Gilliat that the Village of Alix Council return to the Public Meeting at 7:35 P.M.
- CARRIED
- Adjournment:
- Resolution #215/23: Moved by Councillor T. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 7:36 P.M.
- CARRIED

Mayor

Chief Administrative Officer

ADMINISTRATION REPORT



Date: November 9, 2023 RFD 23-54
Memo To: Village Council
From: Michelle White
Subject: Intermunicipal Development Plan

1. **PURPOSE** – To present the draft Intermunicipal Development Plan (IDP) for Council consideration.
2. **BACKGROUND** – The IDP was last updated in 2018. When Council initiated a Municipal Development Plan (MDP) review in 2021, it was noted that the IDP should also be reviewed to ensure consistency. Parkland Community Planning Services (PCPS) was contracted to assist with both reviews. Administration staff from County and Village presented the attached draft to the Village of Alix/Lacombe County IDP/ICF Committee on September 19, 2023 and the Committee’s recommendation was to move forward with the draft approval process.
3. **OPTIONS** –
 1. Accept the draft Intermunicipal Development Plan as information at this time
 2. To return the draft to administration for amendments
4. **DISCUSSION** – An IDP serves as a guide for future growth and development in the ‘fringe area’ between two municipalities. In this case, the IDP Plan Area is approximately 40 quarter sections surrounding Alix, but still within Lacombe County.
5. **FINANCIAL IMPLICATIONS** – Due to delays in statistical information releases from Stats Canada and various staffing changes, completion of this project was delayed. These delays and changes resulted in cost overruns for the project. Despite the approximate \$1,700 project overage, development and planning expenses will remain on budget for 2023.
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 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.”

MGA s. 631(8) outlines what an IDP must address and must include.
7. **POLITICAL/PUBLIC IMPLICATIONS** – The recommendation from the IDP/ICF Committee is to hold a public meeting in January of 2024. This will give all affected stakeholders a chance to review the draft and ask questions. The Committee recommends scheduling the meeting for the evening of January 9, 2024 at the Alix Community Hall.
8. **OTHER COMMENTS** – Following the public meeting, the IDP will be brought back to Council with a new IDP Bylaw. After Council gives first reading of the bylaw, a Public Hearing needs to be held. After the Public Hearing and consideration of any feedback received, second and third readings of the bylaw can be given.
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

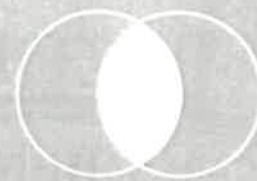
“that Village of Alix Council hereby accepts the draft Village of Alix/Lacombe County Intermunicipal Development Plan as information and further, sets January 9, 2024 as the date for a public meeting for stakeholders to review and comment on the Plan.”



Author



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



2023 UPDATE - DRAFT



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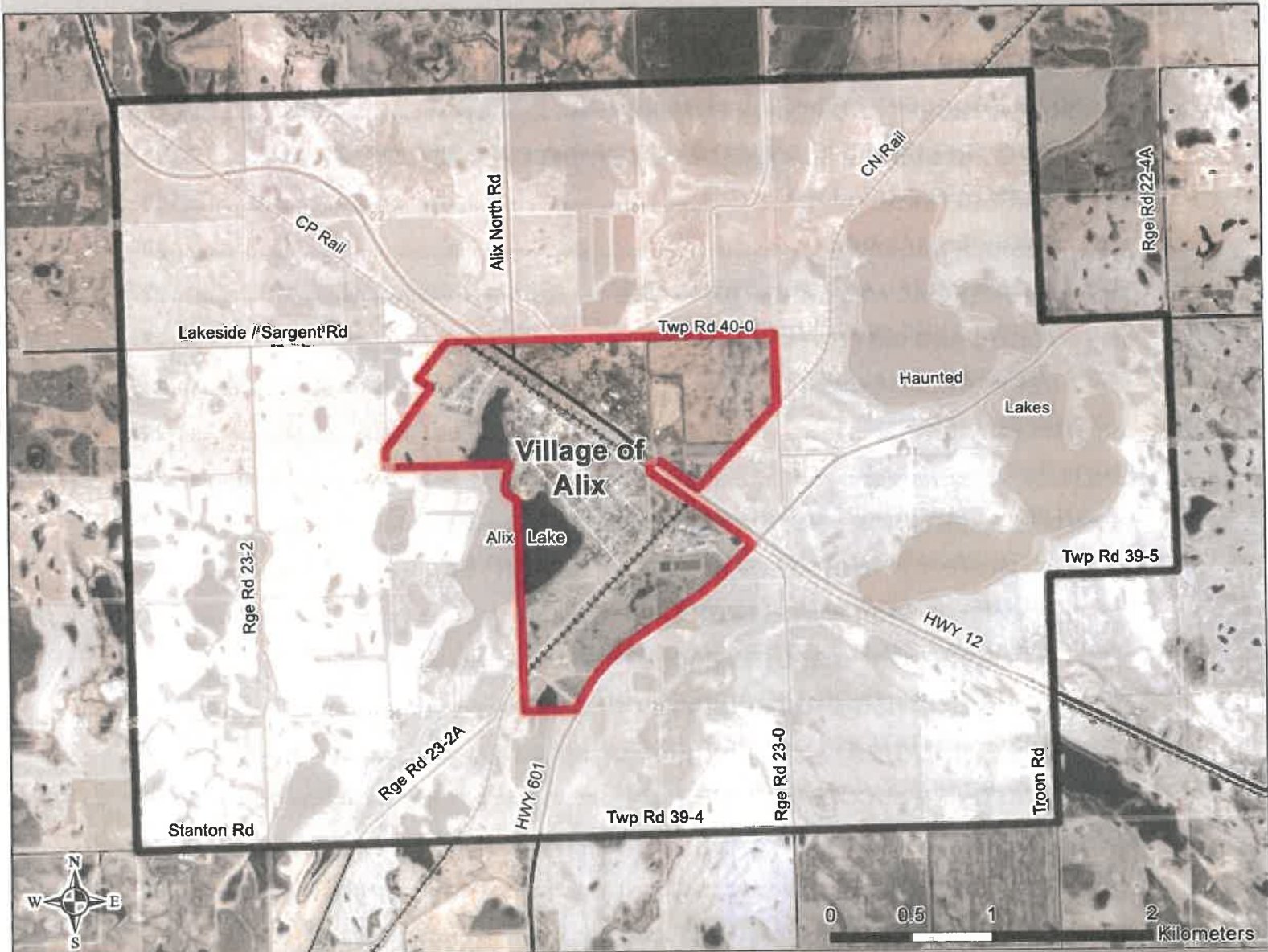
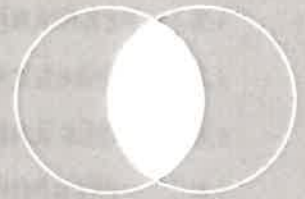
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1.0 INTRODUCTION



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*

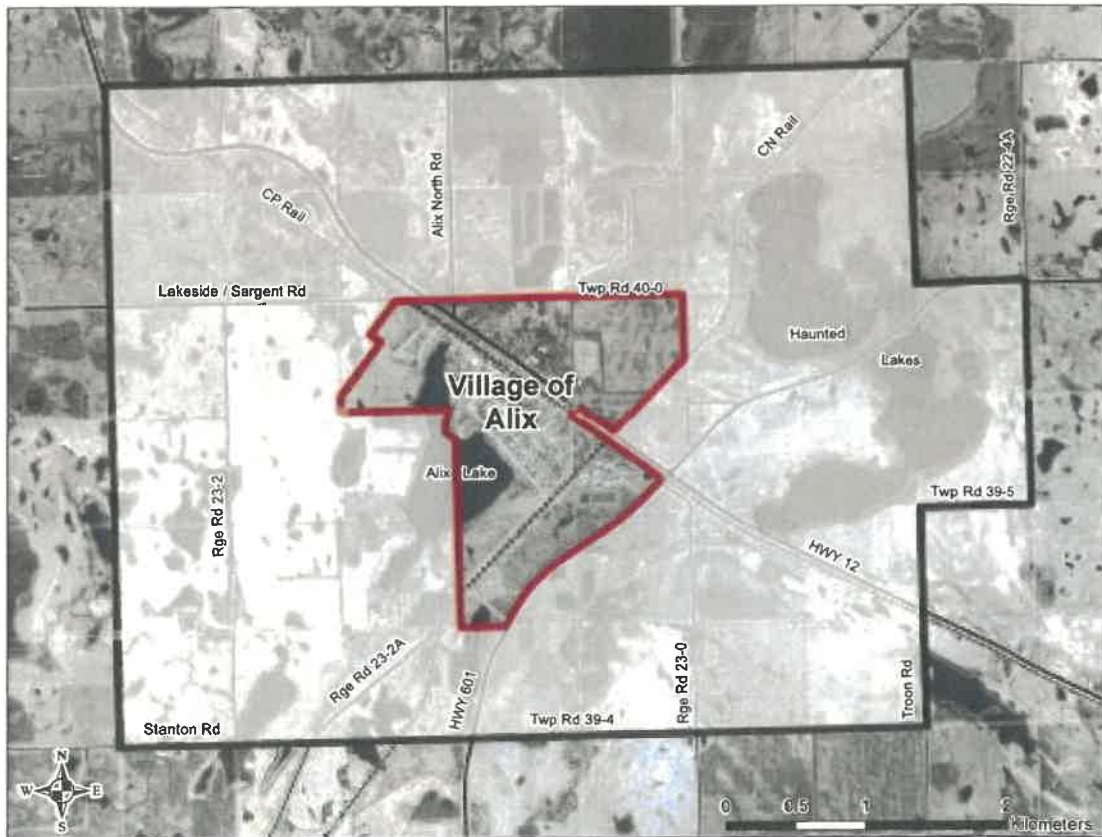
- (i) *A procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan;*
 - (ii) *A procedure to be used, by one or more municipalities, to amend or repeal the plan; and*
 - (iii) *Provisions relating to the administration of the plan.*
- (3) *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

1.0

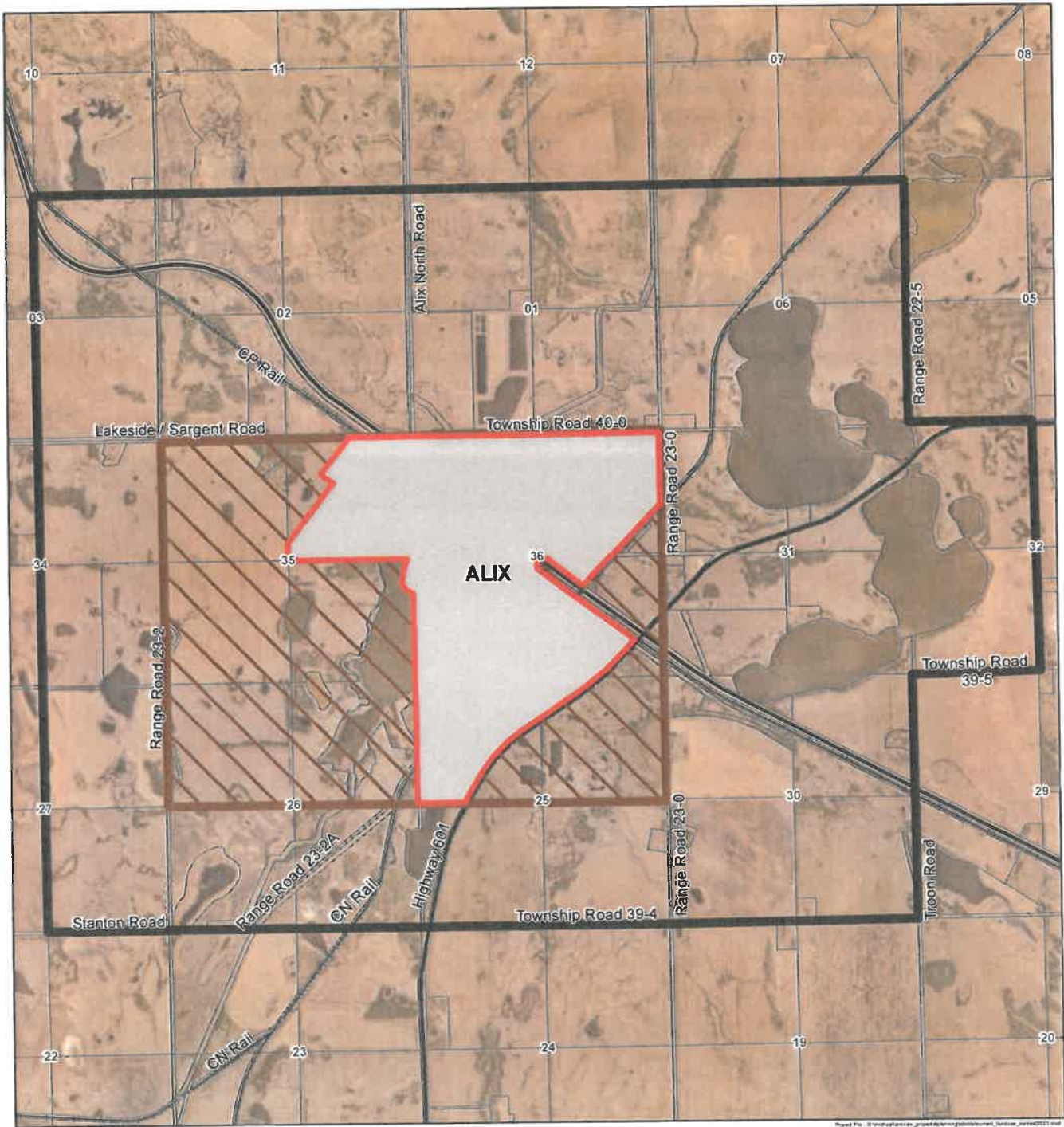
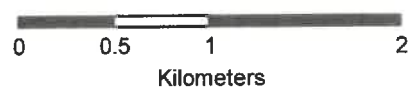


Figure 10 - Village of Alix Long Term Growth Area, Lacombe, Alberta



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.

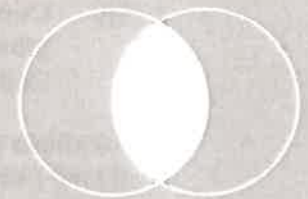
1.6 INTERPRETATION OF THE PLAN

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.

2.0
**GROWTH
MANAGEMENT**



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

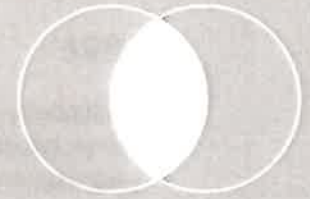
Facilitate orderly, efficient and environmentally sound development compatible with the character and physical setting of the Plan Area while minimizing conflicts between agricultural and urban land uses.

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.

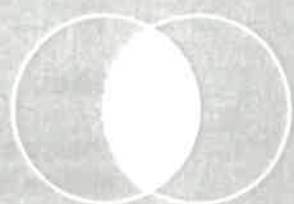
- 3.0.7 The impact of uses and development on environmentally significant areas or features shall be addressed in accordance with the policies of each municipality's respective Municipal Development Plan, Area Structure Plans and/or Land Use Bylaw.
- 3.0.8 Decision on the dedication of environmental 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.

3.0

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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

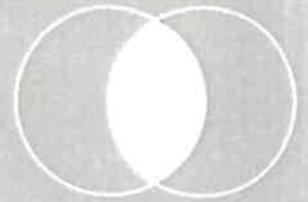
Enhance economic opportunities by providing for a variety of development scenarios, and foster a collaborative approach to economic development.

POLICIES

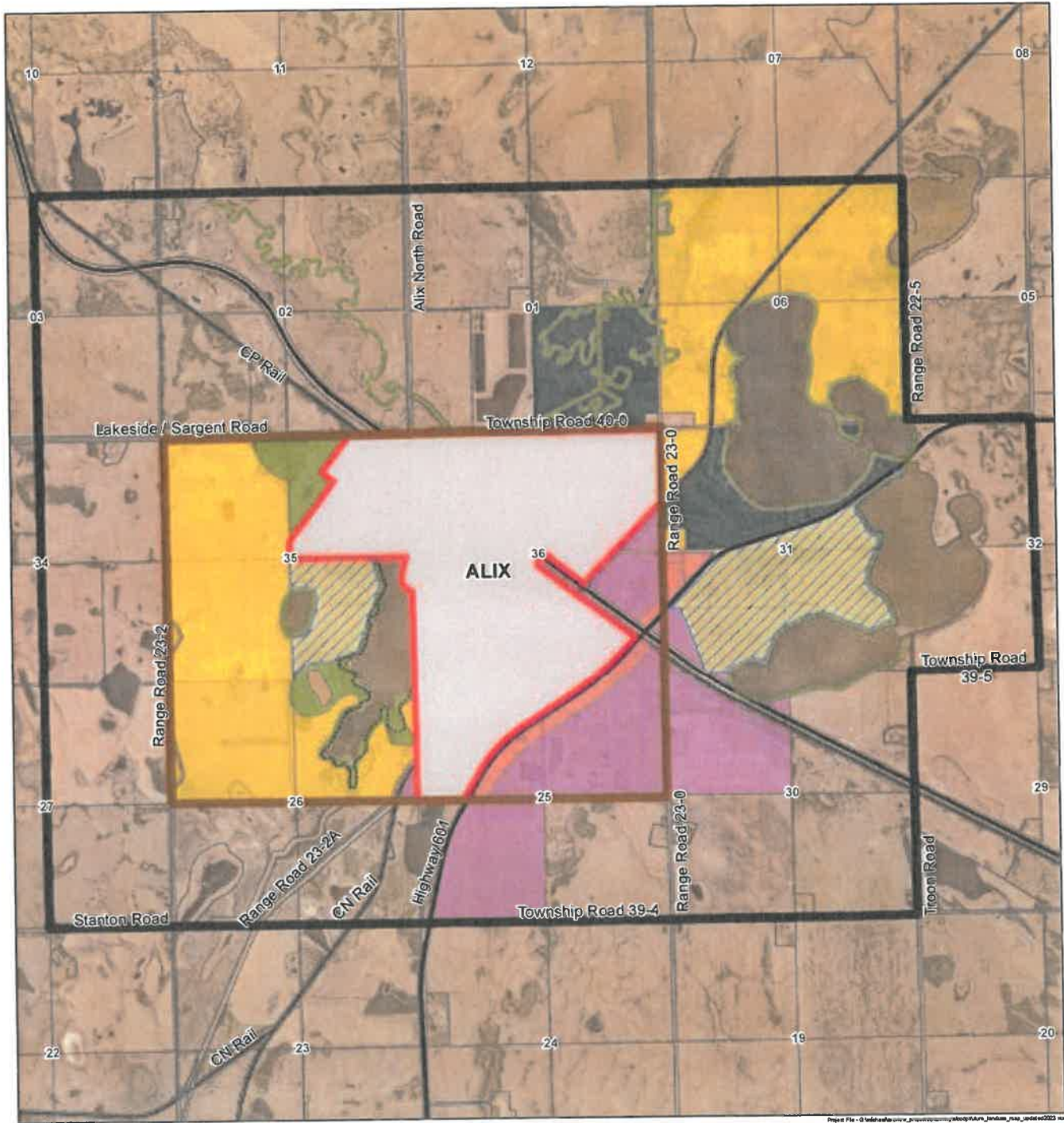
- 4.0.1 Both municipalities shall work together towards diversification of local economic sectors to increase employment opportunities and increase the size of the non-agricultural and non-residential assessment base. Value-added agriculture, value added manufacturing or processing of resources, and 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

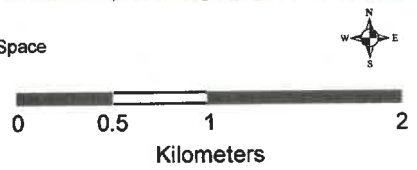


Map 3 - Future Land Use Concept



Legend

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



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.

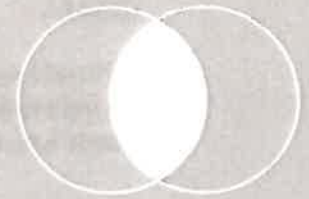
5.0

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.

6.0

TRANSPORTATION



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.

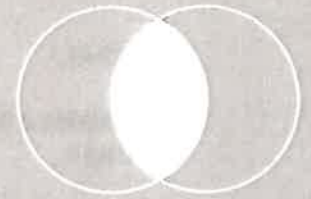
GOAL

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.

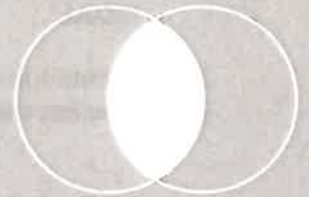
POLICIES

- 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.

7.0

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.

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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.

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- (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.

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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.

ADMINISTRATION REPORT



Date: November 9, 2023
Memo To: Village Council
From: Michelle White
Subject: PCPS Agreement

RFD 23-55

1. **PURPOSE** – To determine if Council is willing to enter into a new contract agreement for services with Parkland Community Planning Services (PCPS).
2. **BACKGROUND** – The Village has been a longstanding member of PCPS. They help the Village with high level planning, development and subdivision needs. They also facilitate major projects such as Land Use Bylaw re-writes or statutory plan updates (Municipal Development Plan, Intermunicipal Development Plan etc.). The most recent project PCPS has facilitated for us to completion was the newly required Joint Use Planning Agreement with Wolf Creek School Division. Our current contract for services expires December 31, 2023.
3. **OPTIONS** –
 1. To allow the current contract to expire on December 31, 2023
 2. To approve the attached Planning Services Agreement
4. **DISCUSSION** – Since the last agreement was signed, PCPS has undergone significant changes to their funding model. CAOs and the PCPS Board were engaged throughout the funding model review process.
5. **FINANCIAL IMPLICATIONS** – There is now a “Two Tier” membership system whereby the amount paid for the annual membership impacts the hourly charges for services. These changes were needed to ensure business continuity for PCPS. It should be noted the annual membership fee will no longer be a ‘retainer’ banked for future services, but just a straight membership charge. The annual charge of \$504 for Regional Subdivision and Development Appeal Board membership is now included in the total Tier Two \$1,500 annual membership.

Administration chose a Tier Two membership due to our relatively low use of PCPS services for day to day planning needs and the fact that all Village Statutory Plans (IDP/MDP, JUPA) have recently been reviewed or created. Tier One membership would have been \$3,000.
6. **LEGAL** – There is no legal requirement to have external support for planning and development, however, their support has helped the Village avoid possible liabilities and legal hazards.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #2. I recommend the following resolution:

“that the Village of Alix Council hereby agrees to enter into a Planning Services Agreement with Parkland Community Planning Services for the period from January 1, 2024 to March 31, 2027.”

Author

PLANNING SERVICES AGREEMENT

This AGREEMENT made this ____ day of ____, ____

BETWEEN:

**PARKLAND COMMUNITY PLANNING SERVICES
(PCPS)**

- and -

**Village of Alix
(The Client)**

Parkland Community Planning Services wishes to provide municipal planning and related services to the Client and the Client wishes to utilize the municipal planning and related services and expertise of PCPS; therefore the planning services to be provided to the Client by PCPS shall be as contained in this Agreement.

TERM

1.) The term of this agreement shall be from January 1, 2024 to and including March 31, 2027.

SERVICES

2.) The services provided by PCPS to the Client during the term of this agreement will be those requested by the Client from time to time on an as-needed basis or through an agreed upon work plan. Requests for services may include, but are not limited to:

- (a) current planning services in the form of consultation and advice on day-to-day planning matters, including but not limited to policy, development permit processing, land development, land use designation and general planning administration matters, to Council and administration, as well as the general public and provincial agencies;

- (b) planning related technical services including but not limited to updates of the municipal base map, civic address maps, municipal registered plan and index map and municipal land use designation map, graphics, designs, general mapping, interactive mapping products and GIS layers;
 - (c) subdivision processing services including pre-application advice, receipt, referral, review and assessment of applications, providing recommendations related to a decision, issuing notice of decision, reviewing plans and instruments for registration, maintaining a filing and processing system related to subdivision responsibilities, and appearing before the appeal board if necessary;
 - (d) long range planning and planning advisory services pertaining but not limited to municipal development plans, intermunicipal development plans, area structure plans, and area redevelopment plans, land use bylaws, outline plans, growth studies and strategies, studies, reports and plans on special issues, site designs, community involvement and public participation programs, planning process training and orientation;
 - (e) other services that may be developed over time based on internal skill sets and in response to client needs.
- 3.) Travel to and from the municipality to attend meetings, undertake field work and inspections, and to consult with affected parties within the municipal office or elsewhere, will be an integral part of the services provided.
- 4.) The Parties hereto acknowledge that PCPS is an independent contractor and is not the agent, servant or employee of the Client.
- 5.) In all dealings with the Client, the services of PCPS shall fall under the administration of the Client's Chief Administrative Officer (CAO) or designate.

- 6.) PCPS will provide designated staff advisors as mutually agreed with the Client, but reserve the ability to replace or substitute staff when circumstances so warrant. Planning and related technical services will be provided on as timely a basis as staff resources allow.
- 7.) Advice and services will be supplied in the most effective and efficient manner, and may be by post, electronic mail, web based services, videoconferencing, telephone or face to face communication.

FEES

- 8.) The Client agrees to pay PCPS the amount of \$1,500.00 for a Tier Two membership (see Schedule A – Membership Rates based on Population Categories) for each of the three years and three months of this agreement. **As this agreement is starting mid-year, the membership fee for 2023-24 is adjusted to \$375.00. The remaining three years (2024-25, 2025-26 and 2026-27) of membership fees will be invoiced at \$1,500.00 each.**
- 9.) As a Tier Two member, the Client’s preferred hourly rates (see Schedule B – Hourly Rates Based on Membership Class) for services rendered from January 1, 2024 to and including March 31, 2027 will be:

Director	\$200 per hour
Senior Planner	\$180 per hour
Planner	\$155 per hour
Planning Technician	\$105 per hour
Administrative Support	\$90 per hour (note: applied to subdivision processing and support of major planning projects)

WORK PLAN AND ESTIMATES

- 10.) The Client and PCPS will endeavour to establish a three year work plan at the beginning of the term of this agreement to guide the delivery of services provided by PCPS. The

work plan must be approved by the Client's Chief Administrative Officer or designate. An estimate for a specific project (e.g., creation of a new area structure plan) may be provided by PCPS as part of the work plan. More detailed terms of reference for major projects may be created to confirm scope, level of effort and estimated costs at any point during the term of the agreement.

- 11.) The Client must provide written authorization prior to the undertaking of any work by PCPS not included in an agreed upon work plan or project budget.
- 12.) The Client retains the right to seek competitive proposals from PCPS and other planning service providers for specific planning projects. PCPS will be provided the opportunity to submit a bid in all such cases. For the purposes of this clause, the determination of whether the desired work is within the capabilities of PCPS or a project team assembled and led by PCPS rests solely with PCPS.

PAYMENT OF FEES

- 16.) The Client will pay the membership fee of \$1,500.00 each year on or before the anniversary date (March 31). **See Section 8.**
- 17.) Project fees will normally be invoiced on a monthly basis, such payment being due within 30 days of the invoice.
- 18.) The Client will assign to PCPS the right to collect all subdivision related fees charged to the applicant for the provision of subdivision processing services. All subdivision related fees collected by PCPS for subdivision applications within the jurisdiction of the Client will be remitted to the Client following the conclusion of PCPS' annual financial audit/review for the year in which the fees were collected.

ADDITIONAL CLIENT EXPENSES

- 19.) Travel costs for trips related to the delivery of planning services will be billed to the Client using a mileage rate set by the PCPS Board of Directors.

- 20.) Expenses and costs related to the delivery of planning services, including but not limited to public advertising, venue rental and printing costs will be paid by the Client.
- 21.) While PCPS will seek to compensate staff for overtime by time-off-in-lieu, the additional wage costs incurred by staff advisory time in a day or week which exceeds Provincial labour standards may need to be paid by the Client.
- 22.) Where particular matters arise, which PCPS considers will require the engagement of a specialist, or another discipline other than planning, the fees and costs for engagement of the specialist or other discipline will be paid by the Client, provided the Client has authorized the engagement of the specialist.
- 23.) The additional client expenses described in clauses 19 through 22 are payable in addition to the hourly fees charged by PCPS and will not be credited against the membership fee.

EXPERT WITNESS

- 25.) Nothing in this agreement will be construed to obligate PCPS to prepare for litigation or appear as an expert witness on behalf of the Client, unless the Director of PCPS authorizes such engagement and the Client and PCPS agree to the charges for such service.

CLIENT RESPONSIBILITIES

- 26.) The Client will provide reasonable notice to PCPS for service required and anticipated, such that service time may be equitably distributed throughout the contract period wherever possible.
- 27.) The Client will consult with PCPS to ensure timely provision of materials and information to support the services being requested.
- 28.) The Client will cooperate with the timely provision of background materials and information needed by PCPS to fulfil the service obligations to the Client.

OWNERSHIP OF MATERIALS

- 29.) All information, reports, plans, and related materials provided to the Client by PCPS in the performance of its service to the Client are to be jointly owned by the Client and PCPS.
- 30.) Joint ownership does not relieve other recipients of these materials from compensating PCPS for its time and expenses in preparing, customizing or assembling the material.

CONFIDENTIAL MATERIALS

- 31.) All confidential information obtained by PCPS with respect to these services or the Client's operation shall not be divulged to any person not authorized to receive it.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 32.) PCPS acknowledges that the Freedom of Information and Protection of Privacy Act applies to all information and records relating to, or obtained, generated, collected or provided under or pursuant to this contract.

AMENDMENT AND CANCELLATION

- 33.) Only the client's Chief Administrative Officer or designate and the Director have the authority to amend the terms of this agreement. Such amendments will be by written agreement.
- 34.) The term of this agreement may be extended for an additional year by the Client's Chief Administrative Officer and the Director of PCPS. If an extension is made, the membership fee and the hourly rate structures will be adjusted. All other terms and conditions will remain the same.
- 35.) Should a dispute arise between the parties of this agreement, or should either party have a complaint with respect to the other party, then both parties agree that they shall meet to discuss and reach resolution regarding the dispute or complaint.

- 36.) If either the Client or PCPS breaches this agreement, the other party may cancel this agreement by means of written notice, the effective date being 60 (sixty) days from the date of written notice.
- 37.) Either party may cancel this agreement with six (6) months written notice, without cause, and the effective date of termination will be the end of the PCPS fiscal year (March 31).
- 38.) Neither party may assign this agreement without the mutual written consent of the other.
- 39.) All the terms, provisions and conditions of this agreement shall be binding upon the parties, and where permitted, their assigns.
- 40.) All notices, approvals or requests in connection with this agreement shall be sent to the parties at the following addresses:

PARKLAND COMMUNITY PLANNING SERVICES
 Unit B, 4730 50th Street
 RED DEER, AB T4N 1X2

IN WITNESS WHEREOF the Parties hereto have executed this agreement.

PARKLAND COMMUNITY PLANNING SERVICES

Per: _____ Per: _____

VILLAGE OF ALIX

Per: _____ Per: _____

Schedule A – Membership Fees based on Population Categories

Population	Tier One	Tier Two
Under 500	\$2,500	\$1,250
500 to 1,000	\$3,000	\$1,500
1,000 to 2,000	\$4,000	\$2,000
2,000 to 3,000	\$5,000	\$2,500
3,000 to 5,000	\$6,000	\$3,000
5,000+	\$9,000	\$4,500

Schedule B – Hourly Rates based on Membership Class

Position	Tier One	Tier Two	Non-Member
Director	\$185	\$200	\$225
Senior Planner	\$165	\$180	\$205
Planner	\$140	\$155	\$180
GIS Technician	\$90	\$105	\$135
Admin Support	\$75	\$90	\$115

ADMINISTRATION REPORT



Date: November 9, 2023 RFD 23-56
Memo To: Village Council
From: Michelle White
Subject: Committee Appointment

1. **PURPOSE** – To present Council with options regarding the Community Resource Center Board appointment made at the October 18, 2023 Organizational Meeting.
2. **BACKGROUND** – Council had advised administration to include an appointment to the Community Resource Centre at the 2023 Organizational Meeting. Councillor Janice Besuijen was appointed and Councillor Ed Cole was appointed as the alternate.
3. **OPTIONS** –
 1. To request the Alix Mirror Wellness Supports Society changes their bylaws to allow for a Councillor to attend regular meetings
 2. To have the appointed member(s) of Council attend Resource Centre Annual General Meetings only
 3. To request additional reporting from the Resource Centre
4. **DISCUSSION** – I met with the Alix Mirror Wellness Supports Society Board Chair to discuss the recent Councillor appointment. The Society's bylaws don't currently allow for members of the public to attend their regular meetings and would need to be significantly changed to allow a Councillor to attend.
5. **FINANCIAL IMPLICATIONS** – One of the reasons Council mentioned for making an appointment to the Resource Center was due to the significant financial contribution the Village makes toward Resource Center operations.
6. **LEGAL** – The directed grant funding to the Resource Center is from FCSS funding. These funds can only be spent within the FCSS mandate. If the Village received regular funding reports (annually or bi-annually) we could ensure funds are being used for preventative social services which would limit the Village's liability re: FCSS grant agreement. This would essentially accomplish the same goal as having a member of Council present at all regular meetings.

It should be noted the Council member appointment(s) were made by resolution of Council. Resolution #189/23 would need to be amended if Option #2 above is not chosen.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – We received notice that FCSS Program Facilitators will no longer be available to help with grant compliance reporting. The province is not renewing their contracts. The timing on strengthening the relationship between the Resource Center and Village administration is ideal since we are likely to have more questions/difficulty filing our annual reports without having an FCSS support person any more.
9. **RECOMMENDATIONS** – Options #2 and #3. No resolution is required for Option #2, but if Option #3 is chosen, I recommend the following resolution:

“that the Village of Alix Council hereby directs administration to work with the Alix Mirror Wellness Supports Society regarding any additional reporting that may be required for compliance with financial contribution requirements.”

A handwritten signature in black ink, appearing to read "M. White", is written above a horizontal line.

Author

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
October 31, 2023**

SERVUS CREDIT UNION

	CHEQUING	INVESTMENTS (1)	INVESTMENTS (2)
Balance from Bank Statement:	4,457,527.04	-	11,136.56
Plus: Deposits in Transit	8,520.06		
Less: Outstanding Cheques	(91,079.70)		
 Reconciled Bank Balance:	<u>4,374,967.40</u>	<u>-</u>	<u>11,136.56</u>
31-Oct-23 GL balance 3-120	<u>4,374,967.40</u>		
31-Oct-23 GL balance 3-300			<u>11,136.56</u>
 Variance:	-	-	

THIS STATEMENT SUBMITTED TO COUNCIL THIS __ 15TH DAY OF NOVEMBER, 2023



VILLAGE OF ALIX

Cheque Listing For Council

2023-Nov-9
8:17:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230588	2023-10-12	RECEIVER GENERAL FOR CANADA	OCT2023	PAYMENT DISCHARGE OF WRITS	164,653.95	164,653.95
20230589	2023-10-18	2253676 ALBERTA LTD., (ALIX FOODS)	260255 261636 262160	PAYMENT COFFEE SUPPLIES EMERGENCY MANAGEMENT ME COFFEE SUPPLIES	6.92 12.51 22.91	42.34
20230590	2023-10-18	327241 ALBERTA LTD	1229	PAYMENT SEPT 2023 PATROLS	283.50	283.50
20230591	2023-10-18	ACCU-FLO METER SERVICE LTD	110748	PAYMENT 2" METER	589.05	589.05
20230592	2023-10-18	AGAT LABORATORIES LTD.	23189437E 23191453E 23191530E	PAYMENT MAIN ST. LIFT STATION MAIN ST. LIFT STATION LAGOON CELL 8	210.00 210.00 161.70	581.70
20230593	2023-10-18	ALBERTA NWT COMMAND	OCT2023	PAYMENT 1/10 PAGE AD	315.00	315.00
20230594	2023-10-18	ALIX HOME HARDWARE	147222 147346 147360 147409 147428 147455 147474 147543 147560 147571 147581	PAYMENT SUPPLIES LIGHTBULBS HEDGE TRIMMER SUPPLIES TAPE SUPPLIES CHAIN OIL GARDEN HOSE MOUSE TRAPS & BAIT BATTERIES	112.33 16.26 38.84 110.65 34.62 25.17 75.35 46.22 62.99 131.20 70.31	723.94
20230595	2023-10-18	ANDERSON, JANENE	OCT2023	PAYMENT LREMP MEETING	41.00	41.00
20230596	2023-10-18	BOB'S PAVING	0070	PAYMENT 3" HOT MIX	3,423.00	3,423.00
20230597	2023-10-18	BROWNLEE LLP	555720 555878	PAYMENT PROFESSIONAL FEES PROFESSIONAL FEES	1,069.69 211.05	1,280.74
20230598	2023-10-18	CLEAN CUT FABRICATIONS	11338	PAYMENT STEEL PLATES	75.29	75.29
20230599	2023-10-18	CYBERUS PROTECTION SERVICES	202327	PAYMENT NOV 2023 PATROL	2,805.47	2,805.47
20230600	2023-10-18	DIVERSE SIGNS	10714	PAYMENT INFO MAGNETS	426.96	426.96
20230601	2023-10-18	ENVIRONMENTAL 360 SOLUTIONS LTD.	RD0000276498	PAYMENT GARABGE	6,462.30	6,462.30
20230602	2023-10-18	GREGG DISTRIBUTORS CO LTD	000-458527	PAYMENT EYEWASH STATION	116.90	116.90
20230603	2023-10-18	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2:	10643182	PAYMENT SHIPPING WATER METER SUPPI	41.75	41.75
20230604	2023-10-18	MPE ENGINEERING LTD	4420-015-06-04	PAYMENT LAGOON CELL 6	42,975.74	42,975.74
20230605	2023-10-18	PAYNE'S SEPTIC TANK SERVICE	1210	PAYMENT PUMP OUT	346.50	346.50
20230606	2023-10-18	STETTLER AGRI-CENTRE	25296S OCT23 25297S OCT23	PAYMENT LAWN MOWER PARTS & FUEL T# CRAFTSMAN LAWN MOWER	79.11 35.68	114.79



VILLAGE OF ALIX

Cheque Listing For Council

2023-Nov-9
8:17:11AM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20230607	2023-10-18	TAGISH ENGINEERING	20163	PAYMENT LIFT STATION DESIGN	644.11	644.11
20230608	2023-10-18	ZONE 3 BUSINESS SOLUTIONS INC.	143849	PAYMENT PHOTOCOPY CHARGES	128.79	128.79
20230617	2023-10-31	ACCU-FLO METER SERVICE LTD	110902	PAYMENT 5/8" E-CODER M3 REGISTER	3,139.50	3,139.50
20230618	2023-10-31	AGAT LABORATORIES LTD.	23187794E 23193571E 23196036E	PAYMENT LAGOON CELL 8 MAIN LIFT STATION MAIN LIFT STATION	237.83 210.00 210.00	657.83
20230619	2023-10-31	BESUIJEN, JANICE	OCT2023	PAYMENT COUNCIL EXPENSE CLAIM OCT	472.88	472.88
20230620	2023-10-31	BESUIJEN, TIMOTHY W	OCT2023	PAYMENT COUNCIL EXPENSE CLAIM OCT	350.00	350.00
20230621	2023-10-31	CANADIAN PACIFIC RAILWAY CO	1000-001115232	PAYMENT CROSSING WARNING MAINTEN/	731.00	731.00
20230622	2023-10-31	CANOE PROCUREMENT GROUP OF CANADA	AB187108	PAYMENT OFFICE SUPPLIES	246.21	246.21
20230623	2023-10-31	COLE, EDWIN	OCT2023	PAYMENT COUNCIL EXPENSE CLAIM OCT	480.88	480.88
20230624	2023-10-31	FEHR, ROBERT LEE	OCT2023	PAYMENT COUNCIL EXPENSE CLAIM OCT	509.63	509.63
20230625	2023-10-31	GILLIAT, BARBARA JEAN	OCT2023	PAYMENT COUNCIL EXPENSE CLAIM OCT	598.58	598.58
20230626	2023-10-31	HWY 12/21 REGIONAL WATER SERVICES COMM	1260	PAYMENT SEPT 2023 WATER CONSUMPTIC	14,313.63	14,313.63
20230627	2023-10-31	LOCAL AUTHORITIES PENSION PLAN	OCT 2023	PAYMENT LAPP CONTRIBUTION OCT 2023	4,891.98	4,891.98
20230628	2023-10-31	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2	10652217	PAYMENT FREIGHT	58.70	58.70
20230629	2023-10-31	<i>RSP Payment</i>	OCT 2023	PAYMENT RSP	269.55	269.55
20230630	2023-10-31	PARKLAND COMMUNITY PLANNING SVCS.	22107 OCT2023	PAYMENT MDP & IDP REVIEW 2023 CONTRACT EXTENSION	2,287.50 3,750.00	6,037.50
20230631	2023-10-31	RAWK J SERVICES LTD	23090-1	PAYMENT ABATEMENT FOR 4904 - 47 STRE	21,290.44	21,290.44
20230632	2023-10-31	RED DEER OVERDOOR	37552	PAYMENT FIREHALL GARAGE DOOR BOTT	345.24	345.24
20230633	2023-11-01	<i>Credit Balance Payment</i>	202311011	PAYMENT CREDIT BALANCE PAID	676.61	676.61

Total 281,142.98

*** End of Report ***

LACOMBE REGIONAL EMERGENCY MANAGEMENT MEETING

The meeting was held both in person and virtually by Zoom on October 25, at 7 pm, with 17 in person and 2 online participants, at LMC in Lacombe.

CHANGES TO PARTNERSHIP

- There will be a committee meeting next week to discuss this

TRAINING UPDATES

- See attached Appendix Training

LREMP PLAN UPDATES

- Present plan is 13 years old. The present training book is to be updated to a functioning plan and rewritten for LREMP members and committee

AGENCY CHAIR ROTATION

- In 2024 Councillor from the Summer Village of Gull Lake, will be in the chair, with the County of Lacombe as the deputy. Village of Alix in deputy position in 2030-2031 and in the chair 2032-2033.

LREMP BUDGET UPDATE

- see attached Appendix Budget
- Projected same surplus of \$282.00
- Training budget had to be increased to \$8000 to cover hiring of an instructor for training ICS 200, ICS 300 and ICS 400. This training had been done by Darren who has departed.

AEMA REPORT

- a DEM is slated with 28 participants so far
- Brian Boutin will now be the Industrial Liaison Officer but will still be attending LREMP Meetings
- Cole Starling who was present will now be the Team Lead for Central Alberta
- CEMP review date will be January 11, Boutin stated absolutely no issues with LREMP

NEXT MEETING

- March 13, 2024 at 7:00 pm in Lacombe
- Meeting adjourned at 7:49 pm

E.W. (ED) COLE/Councillor

Appendix "C"

2023 Training Expenditures

September 12-13	ICS-200	\$1,563	19 Participants	
September 20	ICS Workshop	\$1,003	30 Participants	(ALIX)
October 11-13	ICS-300	\$2,000	9 Participants	
December 6	LREMP Tabletop	\$4,500*	75-100 Participants	(LACOMBE)

*(Cost sharing with the City of Lacombe)

Lacombe Regional Emergency Management Partnership

2023 Budget Year End Projection

Carried from 2022: \$11,443.00

Revenues	Budgeted	Actual
Member Contributions		
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 SunbreakerCove	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

	Budgeted	Projected
Contract Services (HHID Consultants)	\$ 40,000.00	\$ 40,000.00
Contract Services (Edge Design Solutions)	\$ 1,500.00	\$ 340.00
Training Program	\$ 8,000.00	\$ 8,000.00
EML Canada (Allowance)	\$ 2,000.00	\$ 1,792.00
Misc.	\$ 1,000.00	\$ 1,000.00
*2026 Field Exercise Contingency	\$ 7,500.00	\$ 7,500.00
2022 Exercise Celebration	\$ 1,270.00	\$ 2,100.00
Total Expenditures	\$ 61,270.00	\$ 59,132.00

Net Surplus(Deficit)

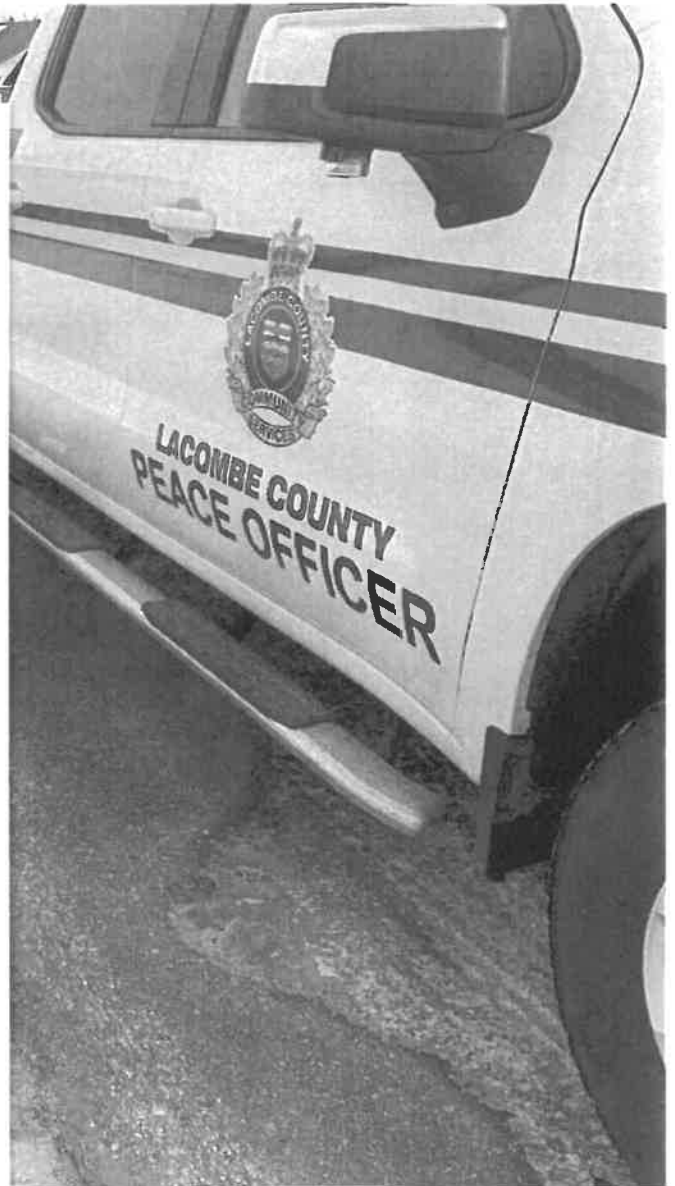
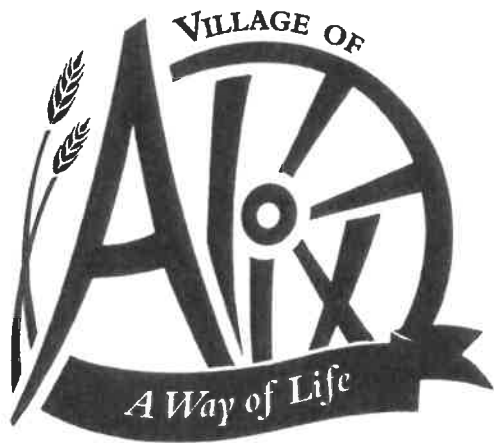
\$ (282.00)	\$ -
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2023 Opening Operating Reserve	\$ 11,443.00
2023 Surplus (Deficit)	\$ (282.00)
Ending Reserve Balance	\$ 11,161.00

*2026 Field Exercise Contingency Balance \$ 7,500.00 5

QUARTERLY REPORT

Village of Alix

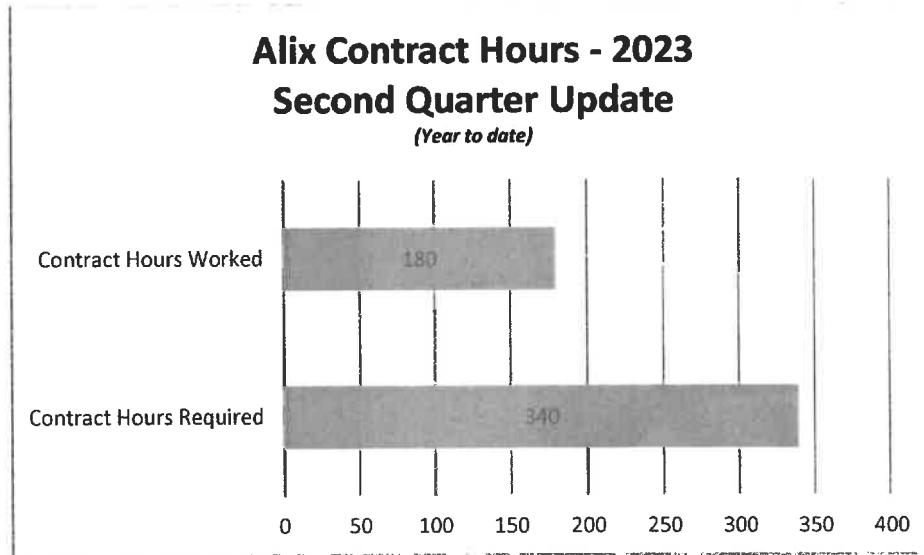


NOVEMBER 3, 2023

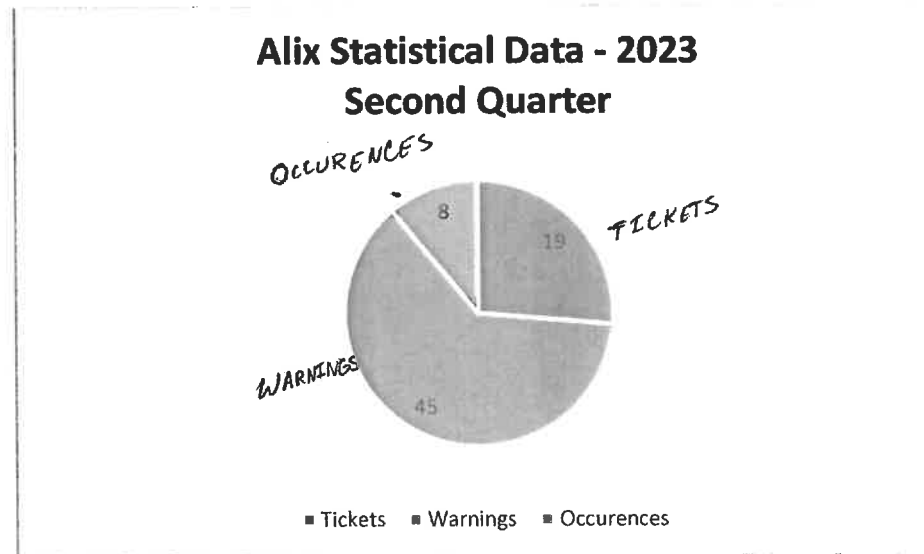
Lacombe County – CPO Services
Prepared by: Mark Sproule, Manager



STATISTICAL OVERVIEW



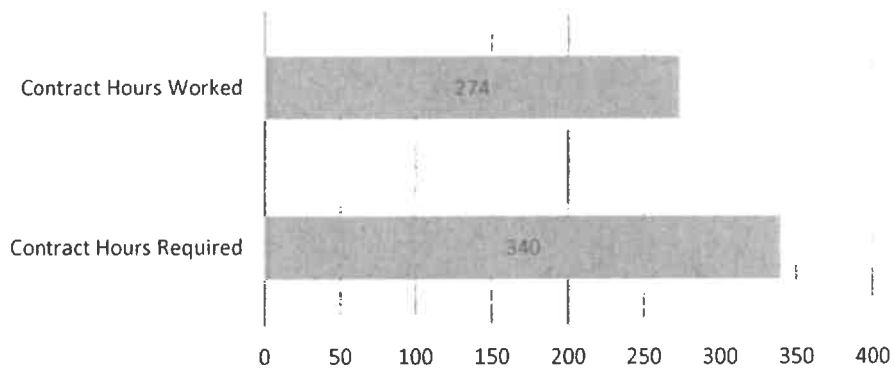
'2023 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'



'Data collected from April 1st - June 30th, 2023 as per Section 11, Peace Officer Service Agreement'

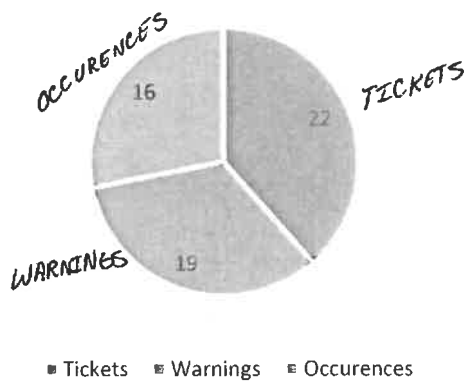
STATISTICAL OVERVIEW

**Alix Contract Hours - 2023
Third Quarter Update**
(Year to date)



'2023 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'

**Alix Statistical Data - 2023
Third Quarter**



'Data collected from July 1st -September 30th, 2023 as per Section 11, Peace Officer Service Agreement'

Michelle White
Chief Administrative Officer
Village of Alix

Dear Michelle,

Alberta Municipal Affairs annually reports a performance measure that identifies the percentage of municipalities deemed to 'not face potential long term viability challenges based on their financial and governance indicators'. This performance measure is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

The performance measure is based on analysis of 13 municipal indicators. Each of the 13 municipal indicators has a defined benchmark. A municipality is 'not deemed to face potential long term viability challenges' as long as it does not flag a critical indicator or three or more non-critical indicators.

The ministry compiled and verified the data collected from Alberta's municipalities for the 2022 financial year and is pleased to inform you that your municipality did not flag any indicators for this year's municipal indicator results reporting.

Municipal indicator results are available on the online Municipal Indicator Dashboard (www.alberta.ca/municipal-indicators).

If you would like to discuss your results or the future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at ma.advisory@gov.ab.ca.

Thank you,

Gary Sandberg
Assistant Deputy Minister

FORTIS ALBERTA

October 26, 2023

RE: Maximum Investment Levels (MILs)

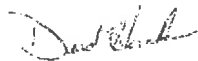
The Alberta Utilities Commission issued its findings on MILs in Decision 27658-D02-2023, on October 18, 2023, concluding that MILs remain just and reasonable. The Commission approved a MIL of \$3,016, for new residential customer connections in 2024. This amount will be increased on an annual basis between 2025 and 2028 by inflation less a productivity factor (I-X) as set out in Decision 27388-D01-2023.

In addition, the Commission directed that MILs associated with new streetlights be paid to the municipality. The Commission did not rule on design standards, but rather indicated it may explore this issue in future proceedings, to ensure MILs associated with new customer connections are not imposing costs on other customers.

FortisAlberta will be updating its Terms & Conditions of Service to reflect the Commission's directions regarding MILs.

Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,



Dave Hunka
Senior Manager, Emerging Customer Solutions
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

Funding of Local Infrastructure

Alberta Municipalities Strength In Members

Albertans rely on well-built and properly maintained infrastructure to succeed now and for the success of generations to come.

We seldom think about the roads, bridges and pathways we travel on every day, or the water and wastewater systems that supply clean drinking water and manage our sewage. We only realize how much our communities rely on essential infrastructure when it either fails or needs to be repaired. Then, we realize how costly and disruptive it is to either replace or fix it.

While no single level of government can fully fund all the infrastructure needed for Alberta to continue thriving and prospering, the provincial government can and should provide more funding.

We appreciate that the Government of Alberta is planning to review provincial education property taxes with a view towards giving more funding to municipalities, however, such changes are probably years away. As things stand now, **the Local Government Fiscal Framework (LGFF) simply won't provide municipalities with enough funding** to deliver on the provincial government's ambitious claim – that Alberta is the best province in Canada in which to live, work, and raise a family.

We want Alberta to succeed as the province's population expands, but it will take more funding for local infrastructure to do it.



The provincial government's **spending** on local infrastructure

has dropped

from **3.7%** of total spending a decade ago

to just **1%** today

Provincial **funding** for local infrastructure



has dropped

from about \$420/Albertan in 2011 to about

\$150/Albertan in 2023

– a **DECREASE** of about \$270 per Albertan.



What does this mean?

This represents about

\$1.3 billion less investment

in community infrastructure every year.

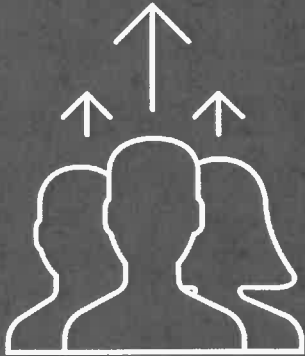
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**Local governments in Alberta
manage over
\$100 billion
worth of infrastructure systems.**

Alberta Municipalities estimates that upwards of **\$1 billion a year in additional provincial funding** is needed to meet current and future community infrastructure needs.

Municipal governments are responsible for building and maintaining **over half of Alberta's public infrastructure.**



Alberta's population is on track to set a record 4.4% increase in 2023 and maintain a solid pace of 2.3% growth in 2024.

While the prospect of well-paying jobs and more affordable housing is enticing many people from outside the province to move to Alberta, it may not be enough to convince them to stay. Without a significant increase in provincial capital funding, Albertans will face substantial increases in their property taxes or insufficient local infrastructure that will only worsen as more and more people move to Alberta.

We appreciate that the provincial government made an increase to Municipal Sustainability Initiative Operating funding (an increase from \$30 million to \$60 million in 2023) and removed the cap on future growth of LGFF Capital funds, but it falls far short of what needs to be spent on local infrastructure.

ⁱ ABmunis' calculations are based on total expenditures presented in the Government of Alberta's 2023 Fiscal Plan, page 164. Infrastructure spending is based on total municipal capital funding programs delivered by the Government of Alberta, excluding funding from the Government of Canada that flows through the Government of Alberta.

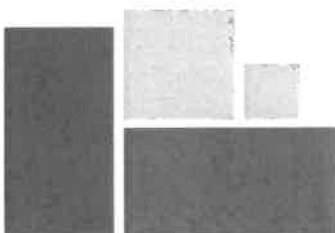
ⁱⁱ Figures are based on ABmunis' calculations using the total of municipal capital funding programs delivered by the Government of Alberta, excluding funding from the Government of Canada that flows through the Government of Alberta. Figures are sourced from the Government of Alberta's annual fiscal plans and consist of the Municipal Sustainability Initiative Capital, Basic Municipal Transportation Grant, Water for Life, Municipal Water and Wastewater Partnership, Strategic Transportation Infrastructure Program, First Nations Water Tie-In Program, GreenTRIP, Alberta Community Resiliency Program, and the Municipal Stimulus Program. Population for 2011-2022 is from Statistics Canada Table 17-10-0005-01, Population Estimates on July 1st. Population for 2023 is from Statistics Canada Table 17-10-0009-01 quarterly estimate for Q2 2023.

ⁱⁱⁱ Premier Smith's August 2023 letter to the Minister of Municipal Affairs mandates a review of the feasibility of amending education property taxes to assist municipalities with retaining more funding for local priorities.

^{iv} ABmunis' calculations using the Government of Alberta's Municipal Financial Information Returns, 2021, Schedule G(4) Change in Tangible Capital Assets, total of all municipalities excluding land, electricity systems, and gas distribution systems.

^v ABmunis' calculations are based on tangible capital asset values (historical cost). Government of Alberta data is sourced from the province's 2021-22 Annual Report (March 31, 2022), page 67. Municipal government data is sourced from Alberta Municipal Affairs' municipal financial information returns, Schedule G(4) Change in Tangible Capital Assets, as of December 31, 2021.

^{vi} Source is the Government of Alberta's First Quarter Fiscal Update and Economic Statement, pages 16 and 17.



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November 2023 to August 2024

CONSTRUCTION ACTIVITIES IN YOUR AREA

Central East Transfer Out (CETO) Transmission Project

You are receiving this notice because we want to provide you with an update about planned activities in your area for the Central East Transfer Out (CETO) Transmission Project. Pre-construction and vegetation management will begin at the end of November 2023 and continue through August 2024. These activities are being completed in preparation for constructing the new CETO transmission line, which will start in Fall 2024.

Upcoming construction and vegetation management activities

The activities may include:

- geotechnical and environmental surveys
- right-of-way preparation
- brushing, clearing, and access preparation
- vegetation management
- ongoing reclamation of the lands on which we are working
- weed control

All work will take place on lands where Altalink has:

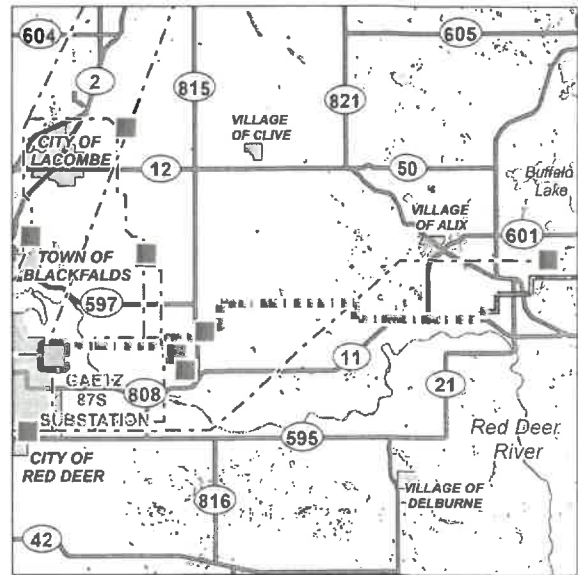
- acquired a right-of-way agreement or a right-of-entry order
- received municipal approval to work within road allowance

Depending on where you are in relation to the project, you may see or hear:









- noise and construction crews
- ongoing tree and vegetation clearing, including logging equipment and trucks

Vegetation management work will continue as needed as the project progresses. Before removal, all vegetation will be field-verified by our crews. Vegetation will be cleared and processed by cutting, hauling, chipping, mulching, burning, and other ways.

When vegetation burnings occur, they will be highly controlled during safe conditions and follow strict safety protocols. Smoke may be visible in the area. Applicable burn permits will be in place and we will notify counties and local officials.



LEGEND

- | | | | |
|---|---------------------------------|---|----------------------------|
|  | Approved Substation Upgrade |  | Existing Transmission Line |
|  | Existing Substation |  | Road |
|  | Approved CETO Transmission Line |  | Urban Area |
|  | Approved ATCO Transmission Line |  | Water Body |

Vegetation management

Vegetation management ensures we can safely complete our construction activities and operate our transmission lines. It allows us to maintain a safe distance to avoid a tree making contact with a line, which can interrupt power and even cause a fire.

