



**Town of Fort Macleod
Council Meeting Agenda
Monday, June 12, 2023
GR Davis Administration Building
Council Chambers**

6:00 pm In Camera 7:00 pm Regular Meeting

Section 197 of the MGA states that councils and council committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIPP) Act (Sections 16 to 29).

Mayor Brent Feyter, Deputy Mayor Gord Wolstenholme

This agenda has not been approved by Council and is subject to change.

A. CALL TO ORDER

B. IN CAMERA

1. Land Sales

C. MOMENT OF REFLECTION

D. APPROVAL OF AGENDAS

1. Consent Agenda
2. Regular Meeting Agenda

E. FOR THE GOOD OF COUNCIL

F. DELEGATIONS

G. PUBLIC HEARINGS

H. CONSIDERATION OF DELEGATIONS and PUBLIC HEARINGS

I. UNFINISHED BUSINESS

J. NEW BUSINESS

1. Bylaw 1973: Rezone R to R-MU (*first reading*) - Anthony Burdett, CAO
2. Non-Residential Tax Incentive Application: Country Creek Markets Inc - Kris Holbeck, Finance
3. Residential Multi-Unit Tax Incentive Application: VB Block Commercial Inc - Kris Holbeck, Finance
4. 2023 Tax Recovery Public Auction - Kris Holbeck, Finance
5. 2023 Parade Invitations - Liisa Gillingham, Community & Protective Services
6. Fort Macleod Triathlon - Liisa Gillingham, Community & Protective Services
7. Building Reserve Transfer- Liisa Gillingham, Community & Protective Services
8. Request for Comment MD of Willow Creek DP 056-23: Hurlburt Ranch - Anthony Burdett, CAO
9. Request for Comment MD of Willow Creek DP 057-23: Van Huigenbos Farms - Anthony Burdett, CAO

K. ADMINISTRATIVE REPORTS

(Quarterly - January, April, July, October)

L. COMMITTEE REPORTS

M. ADJOURNMENT

Town of Fort Macleod
CONSENT AGENDA
Monday, June 12, 2023

A. COUNCIL MEETING MINUTES

1. Council Meeting Minutes: May 23, 2023

B. CORRESPONDENCE AND INFORMATION ITEMS

C. FINANCIAL

1. Payables – June 7, 2023

D. COMMITTEE REPORTS

(First meeting of the month)

1. Cultural Heritage Tourism Alliance
2. Fort Macleod Housing Committee
3. ORRSC
4. Willow Creek Foundation

**Town of Fort Macleod
Council Meeting Minutes
Tuesday, May 23rd, 2023
GR Davis Administration Building
Council Chambers
7:00 pm**

Council Present: Mayor Brent Feyter, Councillors Gord Wolstenholme, Christina Fox, Mackenzie Hengerer, Aaron Poytress, and Marco Van Huigenbos.

Regrets: Councillor Jim Monteith.

Administration: CAO Anthony Burdett, Director of Operations Adrian Pedro, Director of Community & Protective Services, Director of Finance, Kris Holbeck, and Executive Assistant Meranda Day Chief.

Other: Fort Macleod RCMP Detachment- Sergeant Christian Lafleur, and Corporal Chad Hirtle.

A. CALL TO ORDER

Mayor Feyter called the meeting to order at 7:00 pm.

B. MOMENT OF REFLECTION

C. APPROVAL OF THE AGENDA

1. Consent Agenda

R.136.2023 Moved by Councillor Hengerer that Council approves the consent agenda as presented.

CARRIED

2. Regular Meeting Agenda

R.137.2023 Moved by Councillor Fox that Council approves the regular meeting agenda as presented.

CARRIED

D. FOR THE GOOD OF COUNCIL

E. DELEGATIONS

1. Fort Macleod RCMP: Quarterly Report – *Sgt. Christian Lafleur & Cpl. Chad Hirtle*

F. PUBLIC HEARINGS

1. Bylaw 1974: Waste Management Amendment – *Adrian Pedro, Director of Operations*
Councillor Marco Van Huigenbos entered the meeting at 7:25 pm.

R.138.2023 Moved by Councillor Wolstenholme that Council hereby opens the Public Hearing for Bylaw 1974: Waste Management Amendment at 7:26 pm.

CARRIED

Mayor Feyter called to the gallery three times for anyone speaking for or against Bylaw 1974, none were forthcoming.

R.139.2023 Moved by Councillor Fox that Council hereby closes the Public Hearing for Bylaw 1974: Waste Management Amendment at 7:28 pm.

CARRIED

Page 1 of 2

G. CONSIDERATIONS OF DELEGATIONS and PUBLIC HEARINGS

1. Bylaw 1974: Waste Management Amendment (*2nd & 3rd reading*) – *Adrian Pedro, Director of Operations*

R.140.2023 Moved by Councillor Poytress that Bylaw 1974, being a Bylaw in the Town of Fort Macleod, in the Province of Alberta, for the purpose of amending Bylaw 1952, Waste Management Bylaw, Schedule "B" Rates and Fee's, hereby given second reading.

CARRIED

R.141.2023 Moved by Councillor Fox that Bylaw 1974, being a Bylaw in the Town of Fort Macleod, in the Province of Alberta, for the purpose of amending Bylaw 1952, Waste Management Bylaw, Schedule "B" Rates and Fee's, hereby given third reading and finally declared passed.

CARRIED

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. 2023 Non-Residential Tax Incentives – *Kris Holbeck, Director of Finance*

R.142.2023 Moved by Councillor Van Huigenbos that Council accepts the following 2023 Non-Residential Tax Incentive report as information.

- The 2023 combined assessment and property tax notices have been sent, and the 2023 tax incentive amounts have been calculated for a total of \$85,809.29 in non-residential property tax incentives for the 2023 operating year.
 - Three Year Cycle 2021-2023: (one property at 50%) \$837.50
 - Three Year Cycle 2022-2024: (four properties at 75%) \$11,505.27
 - Three Year Cycle 2023-2025: (six properties at 100%) \$73,466.52

CARRIED

2. Town Office Summer Hours – *Anthony Burdett, CAO*

R.143.2023 Moved by Councillor Hengerer that Council approves the pilot program to close the Town Office at 1:30 pm on Fridays during June, July, and August 2023; noting the office will be open for the Tax deadline on Friday, June 30, 2023, until 4:30 pm.

CARRIED

3. 2023 Granum & District Canada Day Society Request – *Liisa Gillingham, Director of Community & Protective Services*

R.144.2023 Moved by Councillor Fox that Council that Council donates \$500.00 to the Granum & District Canada Day Society to support the 2023 Granum & District Canada Day Celebration on July 1, 2023.

J. ADMINISTRATIVE REPORTS

K. IN CAMERA

L. ADJOURNMENT

Mayor Feyter adjourned the meeting at 7:45 pm.

Mayor Brent Feyter

CAO Anthony Burdett



Agenda Submission

Submission Title

Cheque Listing June 7, 2023

Agenda Section

Consent Agenda

Meeting Type

Regular Council Meeting

Recommendation

That Council accepts the cheque listing with the consent agenda.

Rationale**Background****Financial Implications****Attachments**

Cheque listing June 7, 2023.pdf

70.6KB

Submitter Name

Kris

Email

finance@fortmacleod.com

Director Name

Kris Holbeck

Director Email

finance@fortmacleod.com

Department

Administration

Date

6/7/2023



TOWN OF FORT MACLEOD

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
						Batch # 14970
20230826	2023-05-15			159	CANADIAN PACIFIC RAILWAY COMPANY	592.00
20230827	2023-05-15			169	CANADIAN UNION OF PUBLIC EMPLOYEES 70	819.26
20230828	2023-05-15			225	EXTENDICARE	480.50
20230829	2023-05-15			1145	GOVERNMENT OF ALBERTA	52.50
20230830	2023-05-15			323	IMPREST CASH - FCSS	605.39
20230831	2023-05-15			932	INSTREAM WATER CONTROL PROJECTS LTD	1,675.72
20230832	2023-05-15			922	LETHBRIDGE TACTICAL SUPPLY	275.00
20230833	2023-05-15			1162	NOBLE, WES	972.20
20230834	2023-05-15			1018	REACH , RONDA	209.98
20230835	2023-05-15			1791	RHINO CUTOM CRUSHING LTD.	50,371.13
20230836	2023-05-15			957	STOCKTON, GARRY WESLEY GEORGE	294.00
20230837	2023-05-15			1329	THE BARRELMAN INC.	1,820.96
20230838	2023-05-15			1197	TOWN OF TABER	400.00
20230839	2023-05-15			618	WORKERS COMPENSATION BOARD	4,717.18
						63,285.82
						Batch # 14971
20230840	2023-05-17	EFT	EFT	1206	AEDARSA	444.15
20230841	2023-05-17	EFT	EFT	17	ALBERTA HARDWARE LTD.	1,039.63
20230842	2023-05-17	EFT	EFT	1769	AMAZON.COM.CA	107.01
20230843	2023-05-17	EFT	EFT	55	AMSC INSURANCE SERVICES LIMITED	21,360.02
20230844	2023-05-17	EFT	EFT	644	AVAIL LLP	4,688.25
20230845	2023-05-17	EFT	EFT	83	BENCHMARK ASSESSMENT	4,860.80
20230846	2023-05-17	EFT	EFT	1775	BIG SKY CALL CENTERS INC.	169.10
20230847	2023-05-17	EFT	EFT	101	BROWNLEE LLP (EDMONTON)	4,122.04
20230848	2023-05-17	EFT	EFT	112	CANADIAN LINEN & UNIFORM SERVC	95.38
20230849	2023-05-17	EFT	EFT	8	CANOE PROCUREMENT GROUP OF CANADA	487.87
20230850	2023-05-17	EFT	EFT	1260	DIGITEX	221.75
20230851	2023-05-17	EFT	EFT	1675	ECOAG INITIATIVES INC.	2,462.46
20230852	2023-05-17	EFT	EFT	201	ECONOMY CASHWAY LUMBER	1,907.10
20230853	2023-05-17	EFT	EFT	213	EMPRESS THEATRE SOCIETY	400.00
20230854	2023-05-17	EFT	EFT	1657	FLOWPOINT ENVIRONMENTAL SYSTEMS LP	106.03
20230855	2023-05-17	EFT	EFT	248	FORT MACLEOD GLASS LTD.	730.28
20230856	2023-05-17	EFT	EFT	294	HAUL ALL EQUIPMENT SYSTEMS	6,352.10
20230857	2023-05-17	EFT	EFT	373	MAC AUTOGLASS & GRAPHICS LTD.	1,186.50
20230858	2023-05-17	EFT	EFT	374	MACLEOD GAZETTE LTD.	578.21
20230859	2023-05-17	EFT	EFT	414	MPE ENGINEERING LTD.	25,321.13
20230860	2023-05-17	EFT	EFT	978	NEXT HOME AND GARDEN	50.99
20230861	2023-05-17	EFT	EFT	1711	PINCHER CREEK CO-OPERATIVE ASSOC. LTD.	4,996.65
20230862	2023-05-17	EFT	EFT	1780	RECORDXPRESS	49.39
20230863	2023-05-17	EFT	EFT	1210	RELIANCE APPRAISAL CONSULTANTS	6,693.75
20230864	2023-05-17	EFT	EFT	654	SECURTEK	75.44
20230865	2023-05-17	EFT	EFT	514	SILVER AUTOMOTIVE FORT MACLEOD LTD.	393.04
20230866	2023-05-17	EFT	EFT	1654	T & T DISPOSAL SERVICES	3,629.95
20230867	2023-05-17	EFT	EFT	1360	VANEE TRUCKING	73.37
20230868	2023-05-17	EFT	EFT	85	WASTE CONNECTIONS OF CANADA INC.	8.40
20230869	2023-05-17	EFT	EFT	1713	WILLOW CREEK MECHANICAL LTD.	423.62
20230870	2023-05-17	EFT	EFT	619	WILLOW CREEK REGIONAL WASTE	6,395.90



TOWN OF FORT MACLEOD

Cheque Listing For Account Payable

2023-Jun-7
8:51:18AM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
						99,430.31
						Batch # 14972
20230899	2023-05-29	EFT	EFT	790	ACTIVE LOCK & SAFE LTD.	1,244.20
20230900	2023-05-29	EFT	EFT	1769	AMAZON.COM.CA	331.95
20230901	2023-05-29	EFT	EFT	55	AMSC INSURANCE SERVICES LIMITED	4,130.60
20230902	2023-05-29	EFT	EFT	8	CANOE PROCUREMENT GROUP OF CANADA	850.50
20230903	2023-05-29	EFT	EFT	143	CLEARTECH INDUSTRIES INC.	18,831.43
20230904	2023-05-29	EFT	EFT	1034	CRAZY STITCH	544.95
20230905	2023-05-29	EFT	EFT	615	CULLIGAN WATER	23.78
20230906	2023-05-29	EFT	EFT	255	FORT MACLEOD HISTORICAL ASSOCIATION	96.43
20230907	2023-05-29	EFT	EFT	281	GREGG DISTRIBUTORS LP	321.33
20230908	2023-05-29	EFT	EFT	289	HAGEN ELECTRIC	517.70
20230909	2023-05-29	EFT	EFT	1746	HATFIELD, CHRISTOPHER	115.50
20230910	2023-05-29	EFT	EFT	1173	HIFAB HOLDINGS LTD.	1,190.61
20230911	2023-05-29	EFT	EFT	1387	HOLWERDA, THIJS	115.50
20230912	2023-05-29	EFT	EFT	337	KAIZENLAB	163.75
20230913	2023-05-29	EFT	EFT	374	MACLEOD GAZETTE LTD.	2,821.90
20230914	2023-05-29	EFT	EFT	1793	MCRAE, HAYES STEWART	31.50
20230915	2023-05-29	EFT	EFT	418	MUNISIGHT LTD.	890.40
20230916	2023-05-29	EFT	EFT	978	NEXT HOME AND GARDEN	247.10
20230917	2023-05-29	EFT	EFT	1389	NEXTGEN AUTOMATION	2,232.15
20230918	2023-05-29	EFT	EFT	436	OLDMAN RIVER REGIONAL SERVICES	725.00
20230919	2023-05-29	EFT	EFT	1766	O'SULLIVAN'S CONCRETE LTD.	650.40
20230920	2023-05-29	EFT	EFT	1250	PATTISON OUTDOOR ADVERTISING LP	787.50
20230921	2023-05-29	EFT	EFT	1048	RAMTECH ENVIRONMENTAL PRODUCTS	4,515.00
20230922	2023-05-29	EFT	EFT	1210	RELIANCE APPRAISAL CONSULTANTS	1,281.00
20230923	2023-05-29	EFT	EFT	1086	TRINUS TECHNOLOGIES INC.	52.50
20230924	2023-05-29	EFT	EFT	1328	ULINE CANADA CORPORATION	5,611.58
						48,324.26
						Batch # 14997
20230925	2023-05-29			1563	AERZEN CANADA	976.15
20230926	2023-05-29			159	CANADIAN PACIFIC RAILWAY COMPANY	592.00
20230927	2023-05-29			169	CANADIAN UNION OF PUBLIC EMPLOYEES 70	871.38
20230928	2023-05-29			1792	CLOVERDALE PAINT INC.	13,335.00
20230929	2023-05-29			1676	FORT MACLEOD TAXI	60.00
20230930	2023-05-29			1530	GRANUM & DISTRICT CANADA DAY SOCIETY	500.00
20230931	2023-05-29			952	KORTECH CALCIUM SERVICES LTD.	10,077.31
20230932	2023-05-29			1608	LETHBRIDGE FASTENERS & TOOLS LTD.	396.19
20230933	2023-05-29			957	STOCKTON, GARRY WESLEY GEORGE	188.98
20230934	2023-05-29			597	VANEE FARM CENTRE INC.	2,362.50
20230935	2023-05-29			1	LORETTA BOON	350.00
20230936	2023-05-29			1	LOYST, BARRY	12,337.50
20230937	2023-05-29			1	POT-LUCK INC.	955.50
						43,002.51



TOWN OF FORT MACLEOD

Cheque Listing For Account Payable

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Batch #	Amount
20230945	2023-05-30	EFT	EFT	1156	DIRECT ENERGY BUSINESS		73,972.29
20230946	2023-05-30	EFT	EFT	1745	GFL ENVIRONMENTAL INC.		42,897.19
20230947	2023-05-30	EFT	EFT	1279	GOVERNMENT OF ALBERTA, LAND TITLES		10.00
20230948	2023-05-30	EFT	EFT	454	PITNEY WORKS		4,242.00
20230949	2023-05-30	EFT	EFT	562	TELUS		1,638.54
20230950	2023-05-30	EFT	EFT	564	TELUS MOBILITY		240.00
							<hr/>
							123,000.02

Total

377,042.92

*** End of Report ***

Cultural Heritage Tourism Alliance Society

Cultural Heritage Tourism Alliance
Regular Meeting at Fort Museum
May 10, 2023 @ 6:56pm

2023-04-08

Present: Sandi Davis, Margaret Ann Bianco, Ayleigh Henderson, Mackenzie Hengerer, & Donna Bird

Absent: N/A

1. Call to Order:

Chairperson, Sandi called the meeting to order at 7:05 p.m.

2. Approval of Consent Agenda: **MOTION 2023-11** to approve agenda by Donna. CARRIED.

3. Decision Items:

a) Financials: Statement shows balance of \$1,192.44. Fees remain owing to OnThisSpot to be paid upon completion of River Tour for their website.

MOTION 2023-12 Mackenzie moved to accept the financials as presented. CARRIED.

4. Discussion Items

a) Grant Application to Travel Alberta – Asked for \$22,000.00 and received \$19,500.00 to help advertise RCMP 150th Anniversary. The use of the funds must be complete by September, 2023. We will likely get half the amount first then the remainder when all work is complete.

b) Marketing Plans: Travel Alberta's grant requires that most advertising be digital so that the spending and results are trackable. They would like to see a 20% increase in attendance. \$12,250.00 has been approved for digital marketing that HMI will oversee. We will approach Kim Berrith for Social Media support. For Marketing, \$4,000.00 will go towards Content Creation; \$3,250.00 for an Influencer and other Marketing. Meeting with HMI has been arranged for May 12, 2023 at 10:00am at the Fort Museum. Would like to see a full day photography session to include Market on Main and the Agriculture Society. Would like to partner with Crowsnest Pass and Waterton National Park.

c) Fundraising Ideas: There are postcards for sale in the Blackwood Coffee Shop & Stronghold Brewery. Tabled.

d) Social Media Update: There are 400 followers on Instagram/Facebook. Businesses are sharing and re-sharing from Facebook. People like hearing stories about the RCMP so this is going well.

e) RCMP 150th Anniversary of the arrival of the NWMP: We have been working with the community to support the RCMP Musical Ride scheduled for July 12, 2023 at the Agri-Plex. Confirmed that several RCMP vets will be in attendance. There will also be a Teepee with Indigenous members on the Barracks site. The buildings will not be open but the public will have access to the site for the entire day. Interpretation is to be re-worked for Building F. We need to show that the public wants the Barracks site to be more accessible.

5. Information Items:

Cultural Heritage Tourism Alliance Society

a) Community Mural Update: Jason Trotter met with the Legion Board. Bob Gunn (President) likes the proposed location. The Legion is excited about this project that will revitalize the building and bring attention to the Legion. Jason has only 3 months before he must move out of his shop where he would create the mural on expanded metal mesh. As a result, we need to be able to find funding as soon as possible. Sandi may have found a grant for this project. Sandi will send out Jason's quote for this new mural project site.

6. Pulled Items (from Consent Agenda): None

7. Round Table: Sandi thanked all the members for their involvement with the CHTA.

Next regular meeting – Wednesday, June 13, 2023 at 12:00 p.m. at the Fort Museum.

6. **MOTION 2023-13** to Adjourn; Sandi so moved at 7:56 p.m. CARRIED.

X

Sandi Davis
Chairperson

X

Donna Bird
Secretary

Housing Committee- Meeting Minutes

May 16, 2023 12-1

Small Meeting Room- GR Davis

Attendee's: Christina, Jim, Jackie, Brent, Stacey & Amanda

- 1. Review of March's meeting minutes**
 - a. Minutes have not gone out
- 2. 2022 Annual Report**
 - a. Will re-visit at a later date
- 3. Webinar from May 9- Beyond "not in my backyard:" A rural response to the toxic drug emergency**
 - a. Stacey chatted about what she learned during the webinar
 - b. Lots about transitional housing. Harm reduction
 - c. Powell River Initiative: Let's Taco about Addiction presentations in schools
 - d. General conversations around addiction, treatment, safe injection sites, community initiatives
- 4. Addition to agenda- Stacey's position**
 - a. Not just direct 'housing' related
 - i. Advocacy for clients
 - ii. Outreach support- communication with clients
 - iii. Jackie expressed that FM FCSS is in a position where there are unique situations in FM and the positions in the FCSS have to adapt and evolve as the clientele and situations do.
 - iv. HLW contract will finish in March 2024. We do not know how it will continue, based on so many factors however we NEED this position/similar position in FM. Town of FM may have to look at some additional funding sources to maintain this (similar) position.
 - v. Factors surrounding homelessness- challenges with income support, documentation, aging populations.
 1. Amanda let the committee know about FCSS reaching the 2nd round of the Healthy Aging Grant- Senior Wellness Programmer (part time)
 2. Large barrier- Agent of Care for residents who do not have any resources available to them for support to be a responsible party.
 - a. How does that look other places?
 - b. Jackie expressed it is a challenge they do see at the Lodge/Manor as well
 - c. Stacey to look into other areas who have HARD TO SERVE clients/residents

5. Next Steps

- a. RFP (Request for Proposal)
 - i. Discussed the 5 lots- not sure if they will be all together or staggered in the area
 - ii. Maintain communication with Admin. Re: RFP going out for Tenure
 - iii. Discussed briefly the challenge that came with the affordable housing situation several months ago.
 - iv. Affordable Housing Options
 - 1. Council had a presentation from &villages regarding options
 - 2. Hinton has city owned buildings that are managed by others
 - a. Could this be an option?
 - b. WC Housing Authority

6. Next meeting- June 2023 and then we will break for Summer



EXECUTIVE COMMITTEE MEETING MINUTES
April 13, 2023; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, April 13, 2023, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance

Executive Committee:

Gordon Wolstenholme, Chair
Don Anderberg, Vice Chair, Virtual
David Cody
Christopher Northcott, Virtual
Jesse Potrie
Brad Schlossberger, Virtual
Neil Sieben

Staff:

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant

Guest:

Derek Taylor, KMPG LLP

Chairman Wolstenholme called the meeting to order at 6:05 pm.

1. Approval of Agenda

Moved by: Neil Sieben

THAT the Executive Committee adopts the April 13, 2023 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: David Cody

THAT the Executive Committee approves the January 12, 2023 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Delegation Presentation

a. KMPG LLP – Auditor’s Report and Financial Statements 2022

D. Taylor, of KMPG LLP, presented the Financial Statements and Independent Auditor’s Report for the Year ended December 31, 2022 to the Committee.

The Committee discussed the report and presentation.

Moved by: Don Anderberg

THAT the Executive Committee accepts the Auditor’s Report and Financial Statements for the year ended December 31, 2022 prepared by KMPG LLP, as presented.

CARRIED

5. Official Business

a. 2022/23 Alberta Community Partnership Grant

L. Kuiper presented the 2022/23 Alberta Community Partnership Grant to the Committee, and stated that ORRSC was successful in its application to the Municipal Internship Program to receive grant funding for a 18-months for an Intern Planner.

b. Staff Update

L. Kuiper stated that there have been a few changes to the staff. He stated that Kattie Schlamp and Maxwell Kelly’s titles have changed from “Planning Assistant” to “Planner”, and Tristan Scholten would be joining the organization in mid-May to fulfill the role of Intern Planner for the next 18-months .

L. Kuiper noted that CAD/GIS Technologist Kaylee Sailer would be returning from maternity leave in May, and that CAD/GIS Technologist Yueu Majok would be leaving the organization at the end of April.

c. Subdivision Activity

L. Kuiper presented the Subdivision Activity statistics as of March 31, 2023 for information.

6. Accounts

a. Office Accounts

L. Kuiper presented the Monthly Office Accounts for December 2022, January 2023, and February 2023 and the Payments and Credits for November 2022, December 2022, and January 2023 to the Committee.

6. **Accounts – Cont'd**
a. **Office Accounts – Cont'd**

Moved by: Christopher Northcott

THAT the Executive Committee approves the Monthly Office Account for December 2022, January 2023, and February 2023 and the Payments and Credits for November 2022, December 2022, and January 2023.

CARRIED

b. **Details of Account**

L. Kuiper presented the Details of Account as of December 31, 2022 through February 28, 2023 to the Committee.

Moved by: Jesse Potrie

THAT the Executive Committee approves the and Details of Account as of December 31, 2022 through February 28, 2023

CARRIED

7. **New Business**

There was no new business for discussion.

8. **CAO's Report**


L. Kuiper presented his CAO Report to the Committee.

9. **Round Table Discussions**

Committee members reported on various projects and activities in their respective municipalities.

10. **Adjournment**

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:28 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER

Willow Creek Foundation
Regular Meeting
May 18, 2023

Present:

Board Members: Jim Monteith, Maryanne Sandberg, Mickey Slood, John Van Driesten, Gordon Wolstenholme and Pam Young. Staff: Jackie Vanee Palmer

1. Call to Order

Chairperson, Maryanne Sandberg, called the regular meeting to order at 10:00 a.m. at the Pioneer Lodge.

2. Adopt Consent Agenda

MOTION 2023-64 Gordon Wolstenholme to adopt the **consent agenda** including:

3.1 Minutes of regular meeting April 20, 2023

4.1 CAO report May 19, 2023

4.4 Building Feasibility Committee report May 18, 2023

Carried

6. Next meeting

MOTION 2023-65 Jim Monteith that the **next meeting** of WCF Board be held June 20 at 10:00 a.m.

Carried

7. Adopt Agenda

MOTION 2023-66 Maryanne Sandberg to adopt the **agenda** with the addition of:

10.3 Resident Survey

Carried

8. Financial Statements

8.2 Financial Statements – Pioneer Lodge

MOTION 2023-67 Jim Monteith to accept, for information, the **financial statements for the Pioneer Lodge** including:

Balance Sheet as of April 30, 2023

Income Statement YTD Actual VS 2023 Fiscal Budget – April 30, 2023 Reconciliation Detail 100210

Commercial Chequing Account Period Ending April 30, 2023 **Carried**

** High cost of electricity noted at Chinook Arch Manor

ACTION: CAO to investigate, with TransAlta and ASHCA, a solution.

8.3 Financial Statements – The Manors

MOTION 2023-68 Mickey Slood to accept, for information, the **financial statements for the Manors** including:

Balance Sheet as of April 30, 2023 Income Statement YTD Actual VS 2023 Fiscal Budget – April 30, 2023

Reconciliation Detail 100210 Commercial Chequing Account Period Ending April 30, 2023

Carried

9. Old Business

9.1 Action Items

Action Items for May 18, 2023			
Action Item	Responsibility	When	Completed (Yes or No)
Check utility meters at Chinook Arch Manor for accuracy	CAO	Underway	Y
Options for acquiring and funding a replacement van	CAO	Underway	Y
Seek clarification of STEP 2 of the Skills, Experience, Expertise and Qualifications Requirements portion of the Matrix	CAO	May Mtg	Y
For Future Consideration			
Obtain information regarding potential design of putting a two-way door between select studio suites to transform them into one suite; the cost to do so; how rent could be managed to ensure no net loss to the WCR; and if/how the existing contract with AHS would be affected.	CAO	Look at again in the spring of 2023. (Suites that may be suitable for conversion are currently occupied)	
Note to send letter re WCF Board competency requirements to municipal councils prior to 2023 appointments to the Board of WCF.		September 2023	
Note to review form to be used for CAO Performance Appraisal		Prior to 2023 Performance Appraisal	

9.2 Covid Update

CAO reported that Covid funding from AHS is scheduled to end June 30, 2023

9.4 Board Skillset Matrix – section in annual business plan to be submitted to Alberta Seniors

By consensus, each Board member to indicate their level of confidence that conditions of the matrix are reached. CAO will compile the results.

9.5 Day Property Development

See 4.4 Building Feasibility Committee report May 18, 2023

10. Moving Forward

10.1 Vehicle Donation

CAO reported that a resident of Pioneer Lodge has offered to purchase a new van and a new truck for use by the Willow Creek Foundation.

10.2 Reserves

MOTION 2023-69 Jim Monteith to accept the recommendation of the ad hoc Finance Committee to move the following list of funds into respective **reserve accounts**:

Equipment	\$25,000
Building Maintenance	\$140,000
New Building	\$135,000
Reserve Repayment of LTD	\$150,000
Operating Reserve	\$100,000

Carried

MOTION 2023-70 Jim Monteith to **rescind** MOTION 2023-22 (to accept a **quote** from 3GenSarabin Soundproofing in the amount of \$22,744.00 to **supply and install acoustic tiles** in the dining room of the Pioneer Lodge, and that the project be funded by a grant from the Community Foundation of Southern Alberta or, failing a successful grant application, from donated funds).

Carried

MOTION 2023-71 Jim Monteith to accept a **quote** from 3GenSarabin Soundproofing in the amount of \$24,751 to **supply and install acoustic tiles** in the dining room of the Pioneer Lodge, and that the project be funded through general funds.

Carried

10.3 Resident Survey February 25, 2023

A review of the survey results showed an above average approval rate of all aspects of living in the Pioneer Lodge.

11. In Camera

MOTION 2023- 72 Gordon Wolstenholme to go **in camera** re legal at 11:20 a.m.

Carried

MOTION 2023-Gordon Wolstenholme to come **out of camera** at 11:39 a.m.

Carried

12. Round Table

Board members are invited to serve pancakes at the Pioneer Lodge during the Senior's Week Pancake Breakfast June 6.

13. Adjourn

MOTION 2023-Mickey Slood to **adjourn** at 11:41 a.m.

X

Maryanne Sandberg
Chairperson

X

Pam Young
Secretary

Action Items for June 20, 2023			
Action Item	Responsibility	When	Completed (Yes or No)
Seek advice from TransAlta and ASCHA regarding a solution to the high cost of electricity at Chinook Arch Manor	CAO	June mtg	
For Future Consideration			
Obtain information regarding potential design of putting a two-way door between select studio suites to transform them into one suite; the cost to do so; how rent could be managed to ensure no net loss to the WCR; and if/how the existing contract with AHS would be affected.	CAO	Look at again in the spring of 2023. (Suites that may be suitable for conversion are currently occupied)	
Note to send letter re WCF Board competency requirements to municipal councils prior to 2023 appointments to the Board of WCF.		September 2023	
Note to review form to be used for CAO Performance Appraisal		Prior to 2023 Performance Appraisal	

UNAPPROVED



**Town of Fort Macleod
Council Meeting Agenda
Monday, June 12, 2023
GR Davis Administration Building
Council Chambers**

6:00 pm In Camera 7:00 pm Regular Meeting

Section 197 of the MGA states that councils and council committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIPP) Act (Sections 16 to 29).

Mayor Brent Feyter, Deputy Mayor Gord Wolstenholme

This agenda has not been approved by Council and is subject to change.

A. CALL TO ORDER

B. IN CAMERA

1. Land Sales

C. MOMENT OF REFLECTION

D. APPROVAL OF AGENDAS

1. Consent Agenda
2. Regular Meeting Agenda

E. FOR THE GOOD OF COUNCIL

F. DELEGATIONS

G. PUBLIC HEARINGS

H. CONSIDERATION OF DELEGATIONS and PUBLIC HEARINGS

I. UNFINISHED BUSINESS

J. NEW BUSINESS

1. Bylaw 1973: Rezone R to R-MU (*first reading*) - Anthony Burdett, CAO
2. Non-Residential Tax Incentive Application: Country Creek Markets Inc - Kris Holbeck, Finance
3. Residential Multi-Unit Tax Incentive Application: VB Block Commercial Inc - Kris Holbeck, Finance
4. 2023 Tax Recovery Public Auction - Kris Holbeck, Finance
5. 2023 Parade Invitations - Liisa Gillingham, Community & Protective Services
6. Fort Macleod Triathlon - Liisa Gillingham, Community & Protective Services
7. Building Reserve Transfer- Liisa Gillingham, Community & Protective Services
8. Request for Comment MD of Willow Creek DP 056-23: Hurlburt Ranch - Anthony Burdett, CAO
9. Request for Comment MD of Willow Creek DP 057-23: Van Huigenbos Farms - Anthony Burdett, CAO

K. ADMINISTRATIVE REPORTS

(Quarterly - January, April, July, October)

L. COMMITTEE REPORTS

M. ADJOURNMENT



Agenda Submission

Submission Title

Bylaw 1973- Land Use Amendment Residential-R- Residential Multi Unit-R-MU 1st Reading and Advertise Public Hearing

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

That Council give first reading to Bylaw 1973 to designate the lands from Residential-R to Residential Multi Unit-R-MU at the locations legally described as:

Lot 36, Block 417, Plan 92B
within the NW1/4 of Section 12, Township 9, Range 26, W4M

from "Residential-R" to "Residential Multi Unit- R-MU" and advertise and schedule a Public Hearing to be held on June 26th, 2023 at 7 pm.

Rationale**Background****Financial Implications****Attachments**

Bylaw 1973 Fort Macleod Lot 36 Blk 417 Plan 92B LUD Rezone pkg.pdf

219.82KB

Submitter Name

Keli Sandford

Email

development@fortmacleod.com

Director Name

Adrian Pedro

Director Email

operations@fortmacleod.com

Department

Operations

Date

6/1/2023

TOWN OF FORT MACLEOD
in the Province of Alberta
BYLAW NO. 1973

BEING a bylaw of the Town of Fort Macleod in the Province of Alberta, to amend Bylaw No. 1882, being the municipal Land Use Bylaw.

WHEREAS the Town of Fort Macleod Council is in receipt of a request to redesignate certain lands within the municipality;

WHEREAS the intent of proposed Bylaw No. 1973 is to redesignate lands legally described as:

Lot 36, Block 417, Plan 92B
within the NW1/4 of Section 12, Township 9, Range 26, W4M

from "Residential: R" to "Residential Multi-unit: R-MU"; and

WHEREAS the lands that are the subject of this proposed redesignation are shown on the map in Schedule 'A' attached hereto;

AND WHEREAS the purpose of the bylaw is to designate the lands for residential use and that a municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the *Municipal Government Act, Revised Statutes of Alberta 2000*, Chapter M-26, as amended, the Council of the Town of Fort Macleod in the Province of Alberta duly assembled does hereby enact the following:

1. Lands legally described Lot 36, Block 417, Plan 92B be redesignated such that lands designated as "Residential: R" be designated "Residential Multi-unit: R-MU".
2. The Land Use Districts Map shall be amended to reflect this change.
3. Bylaw No. 1882 is hereby amended and consolidated.
4. This bylaw shall come into effect upon third and final reading hereof.

READ a **first** time this _____ day of _____, 2023.

Mayor – Brent Feyter

Chief Administrative Officer–Anthony Burdett

READ a **second** time this _____ day of _____, 2023.

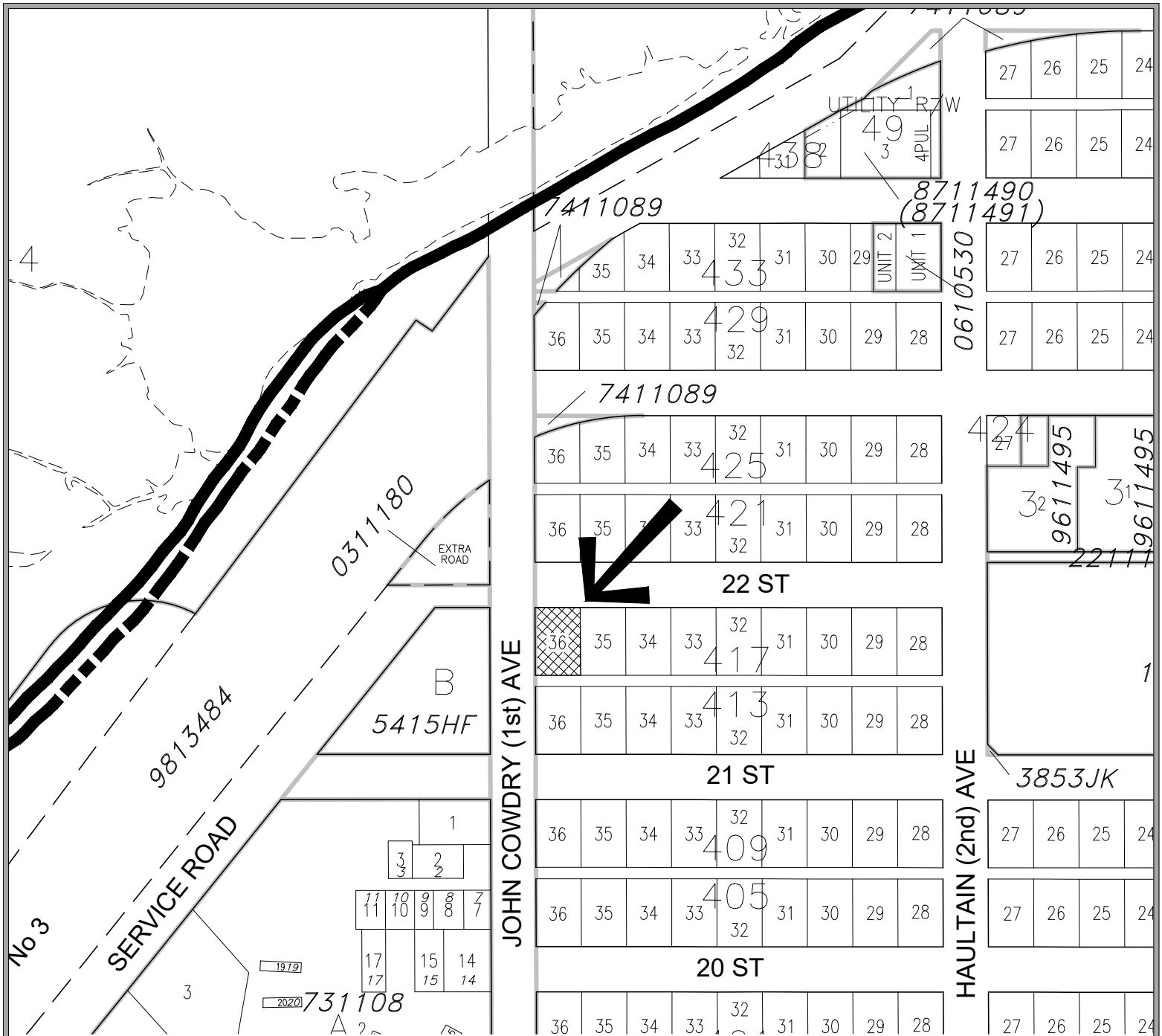
Mayor – Brent Feyter

Chief Administrative Officer– Anthony Burdett

READ a **third** time and finally PASSED this _____ day of _____, 2023.

Mayor – Brent Feyter

Chief Administrative Officer– Anthony Burdett



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



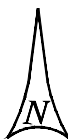
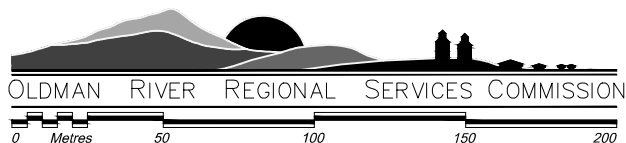
FROM: RESIDENTIAL: R
TO: RESIDENTIAL MULTI-UNIT: R-MU

LOT 36, BLOCK 417, PLAN 92B
WITHIN NW 1/4 SEC 12, TWP 9, RGE 26, W 4 M

MUNICIPALITY: TOWN OF FORT MACLEOD
DATE: MAY 17, 2023

Bylaw #: 1973

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

NOTICE OF PUBLIC HEARING

TOWN OF FORT MACLEOD IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1973

7:00 p.m. June 26, 2023
Town of Fort Macleod Council Chambers
410 20th Street, Fort Macleod, AB

PURSUANT to sections 216.4, 606 and 692 of *the Municipal Government Act, Revised Statutes of Alberta 2000*, Chapter M-26, as amended, the Council of the Town of Fort Macleod in the Province of Alberta hereby gives notice of its intention to consider Bylaw No. 1973, being a bylaw to amend Bylaw No. 1882, being the municipal Land Use Bylaw.

THE PURPOSE of Bylaw No. 1973 is redesignate a lands legally described as:

Lot 36, Block 417, Plan 92B within the NW1/4 of Section 12, Township 9,
Range 26, W4M

from “Residential: R” to “Residential Multi-unit: R-MU”; and

THEREFORE, TAKE NOTICE THAT a public hearing to contemplate proposed Bylaw No. 1973 will be held in the Town of Fort Macleod Council Chambers at 7:00 p.m. on the 26th day of June, 2023.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation regarding the proposed bylaw should contact the Chief Administrative Officer no later than 3 p.m. on the 23rd day of June, 2023. Both written and/or verbal presentations may be given at the public hearing.

A copy of the proposed bylaw may be inspected at the Town of Fort Macleod municipal office during normal business hours.

DATED at the Town of Fort Macleod in the Province of Alberta this 12th day of June, 2023.

Anthony Burdett
Chief Administrative Officer
Town of Fort Macleod
Box 1420
Fort Macleod, Alberta T0L 0Z0

Please run ad in paper June 14 & 21



Agenda Submission

Submission Title

2024 Non-Residential Tax Incentive Application (Country Creek Markets Inc.)

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

That Council denies the application from Country Creek Market Inc. regarding Roll #2227101 (2215-2nd Avenue) and directs Administration to reply to the applicant regarding the denial and the reason for this decision.

Rationale

The property owner has submitted a completed tax incentive application for a non-residential improvement project for the 2024-2026 cycle that will show on their 2024 combined assessment and taxation notice.

The property improvements were renovations of the interior space of the building and did not expand the footprint of the building which is the definition of an expansion in Bylaw 1960 – Tax Incentive Bylaw:

- “Expansion” – means development that adds to an existing Structure to increase the Structure’s physical space for purposes of facilitating the Business within that Structure, or to replace an existing Structure for purposes of facilitating the Business within that Structure.
- “Structure” – means a structure as that term is defined in s.284(1)(u) of the Act that is Non-residential Property.
- “Structure” (per s.284(1)(u) in the MGA) means a building or other thing erected or place in, on, over or under land, whether or not it is so affixed to the land as to become transferred without special mention by a transfer or sale of the land.

While Administration appreciates the renovation of the building was a substantial financial investment by the property owner, the renovation does not meet the criteria of this tax incentive program and should be denied.

Background

Council passed the current non-residential bylaw in 2023, after a review of the prior bylaw and how the program had been received. This program is to encourage the development of existing and new business properties for the general benefit of the Town. This application falls under this bylaw.

Financial Implications

None

Attachments

1960 - 2022 - TAX INCENTIVE.pdf

4.15MB

Submitter Name

Kris

Email

finance@fortmacleod.com

Director Name

Kris Holbeck

Director Email

finance@fortmacleod.com

Department

Administration

Date

5/24/2023

**TOWN OF FORT MACLEOD
PROVINCE OF ALBERTA
BYLAW NO. 1960**

**A BYLAW OF THE TOWN OF FORT MACLEOD IN THE PROVINCE OF ALBERTA,
TO ESTABLISH TAX INCENTIVES**

WHEREAS the Town of Fort Macleod considers it desirable to encourage the development of existing and new Business properties for the general benefit of the Town;

AND WHEREAS pursuant to Section 364.2 of the *Municipal Government Act*, RSA 2000, c M-26, Council may pass a tax incentives bylaw to encourage development and revitalization of non-residential properties for the general benefit of the Town;

AND WHEREAS the Town of Fort Macleod is responsible for carrying out measures that will develop and maintain a viable community pursuant to Section 3(c) of the *Municipal Government Act*, which includes measures to improve the long-term economic outlook for the Town,

NOW THEREFORE, the Council of the Town of Fort Macleod, in the Province of Alberta, duly assembled, enacts as follows:

1 Short Title

1.1 This Bylaw may be referred to as the "Tax Incentives Bylaw".

2 Definitions

2.1 In this Bylaw, unless the context otherwise requires:

- a) "Act" means the *Municipal Government Act*, RSA 2000, c M-26, as amended from time to time;
- b) "Administration" means the administrative and operational arm of the Town comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the CAO;
- c) "Applicant" means a person who applies for an Exemption;
- d) "Application Fee" means the fee established by this Bylaw to be paid at the time an application is submitted pursuant to this Tax Incentives Bylaw;
- e) "Assessed Person" means an assessed person as that term is defined under Section 284(1) of the Act;
- f) "Business" means commerce for purposes of the production, storage, buying or selling of goods and services;
- g) "Chief Administrative Officer" or "CAO" means the chief administrative officer as appointed by Council, including the CAO's delegate;

- h) "Complete Application" means an application submitted pursuant to this Tax Incentives Bylaw that includes the Application Fee and the application requirements for non-residential tax incentives and the application form for non-residential tax incentives as set out in Appendices "A" and "B", respectively, attached hereto;
- i) "Council" means all the councillors of the Town including the chief elected official for the Town;
- j) "Exemption" means an exemption from taxation for Non-residential Property as provided for in Part 10, Division 2 of the Act. For purposes of clarity, the exemption from taxation applies only to taxes imposed by the Town under Part 10, Division 2 of the Act and not any Provincial requisitions;
- k) "Expansion" means development that adds to an existing Structure to increase the Structure's physical space for purposes of facilitating the Business within that Structure, or to replace an existing Structure for purposes of facilitating the Business within that Structure;
- l) "New Construction" means the construction of a new Structure for the purpose of establishing a Business within that Structure;
- m) "Non-residential Property" means non-residential as defined in the Act in respect of property;
- n) "Qualifying Property" means a Structure that is the subject of the New Construction or an Expansion;
- o) "Structure" means a structure as that term is defined in s 284(1)(u) of the Act that is Non-residential Property;
- p) "Tax Incentive Agreement" means a written agreement setting out the terms and conditions for an Exemption for the Qualifying Property; and
- q) "Town" means the Town of Fort Macleod in the Province of Alberta.

3 Purpose

- 3.1 The purpose of this Tax Incentives Bylaw is to allow tax incentives for Exemptions from taxation under Part 10, Division 2 of the Act for Qualifying Properties in the Town that meet the requirements of this Tax Incentives Bylaw.
- 3.2 Tax incentives under this Tax Incentives Bylaw will not be granted in respect of Non-residential property taxes imposed on land under Part 10, Division 2 of the Act.

4 Criteria for an Exemption

- 4.1 In order to apply for an Exemption, an Applicant must meet the following criteria:

- 4.1.1 the Applicant must be the Assessed Person for the Qualifying Property that is the subject of the application; and
- 4.1.2 the Applicant must have no outstanding monies owing to the Town.
- 4.2 In order to qualify for an Exemption, the Qualifying Property must meet the following criteria:
 - 4.2.1 the Qualifying Property must be located within the geographical boundaries of the Town;
 - 4.2.2 the development of the Qualifying Property must qualify as New Construction or an Expansion;
 - 4.2.3 All required Town development approvals with respect to the development of the Qualifying Property must have been issued;
 - 4.2.4 Eligibility for a Tax Incentive pursuant to this Bylaw requires the following criteria:
 - 4.2.4.1 \$50, 000 increase in the assessed value of the Qualifying Property from the previous year resulting from New Construction or an Expansion; and
 - 4.2.4.2 A building/ development permit has been obtained and executed by the Town of Fort Macleod.
 - 4.2.5 The Applicant must submit a Complete Application in accordance with the terms of this Bylaw.
 - 4.2.6 With respect to a Qualifying Property, only one agreement per three-year period is allowed.

5 Application for an Exemption

- 5.1 Applicants must submit a Complete Application to the CAO.
- 5.2 The Application Fee is \$100.00 DOLLARS.
- 5.3 Complete Applications must be received by October 1st of the year prior to the year in which the requested Exemption is to commence.
- 5.4 Applications for past years' Expansion or New Construction will not be eligible in accordance with section 5.3.
- 5.5 Complete Applications may be considered and approved in accordance with the requirements of this Tax Incentives Bylaw before construction on the Qualifying Property is complete, however, the Exemption will not apply until all construction on the Qualifying Property is complete and the development is inspected and approved for occupancy.

- 5.6 Notwithstanding the Complete Application requirements set out in this Bylaw, the CAO may require any additional information that, in the discretion of the CAO, is necessary to complete the application.
- 5.7 The CAO will advise Applicants in writing if their application is accepted for consideration. Applications accepted for consideration shall become the property of the Town and may not be returned.
- 5.8 The CAO has the discretion to reject applications that are incomplete or illegible.
- 5.9 Applicants whose applications are returned as incomplete or illegible may resubmit an application provided the application is resubmitted by the deadline provided in section 5.3 of this Bylaw.
- 5.10 The CAO will advise Applicants in writing with reasons if their application is rejected.

6 Consideration of Applications

- 6.1 Administration shall review the Complete Application to determine if it meets the criteria and requirements for an Exemption and provide a written report with recommendations to Council.
- 6.2 Council shall review the Complete Application and Administration's report and may:
 - 6.2.1 pass a resolution directing Administration to enter into a Tax Incentive Agreement; or
 - 6.2.2 pass a resolution refusing the Complete Application.
- 6.3 A resolution directing Administration to enter into a Tax Incentive Agreement must include:
 - 6.3.1 the three taxation years to which the Exemption applies;
 - 6.3.2 the dollar value of the Exemption for the Qualifying Property for each of the three years, whether based upon New Construction or an Expansion in accordance with the following:
 - 6.3.2.1 In the first taxation year identified in the Tax Incentive Agreement, the Qualifying Property shall receive a 100% Exemption on the incremental increase in the assessed value of the Qualifying Property between the taxation year immediately prior to the commencement of the New Construction or Expansion and the first taxation year identified in the Tax Incentive Agreement;
 - 6.3.2.2 In the second taxation year identified in the Tax Incentive Agreement, the Qualifying Property shall receive a 75%

Exemption on the incremental increase in the assessed value of the Qualifying Property, such increase as calculated in the first taxation year of the Tax Incentive Agreement;

6.3.2.3 In the third taxation year identified in the Tax Incentive Agreement, the Qualifying Property shall receive a 50% Exemption on the incremental increase in the assessed value of the Qualifying Property, such increase as calculated in the first taxation year of the Tax Incentive Agreement.

6.4 A Tax Incentive Agreement shall be honoured notwithstanding this bylaw being amended or repealed subsequent to entering into such agreement.

6.5 Administration shall provide written notice of a refusal to an Applicant which must include the resolution passed under section 6.2.2.

6.6 Administration shall provide written notice of a refusal to an Applicant which must include the resolution passed under section 6.2.2.

7 Tax Incentive Agreement

7.1 Where Council has passed a resolution approving an Exemption, Administration shall draft a Tax Incentive Agreement in accordance with the resolution of Council.

7.2 A Tax Incentive Agreement must outline:

7.2.1 the taxation years to which the Exemption applies, which must not include any taxation year earlier than the taxation year in which the Exemption is granted;

7.2.2 the extent of the Exemption for each taxation year to which the Exemption applies;

7.2.3 a deadline for submission of proof that the Qualifying Property has been approved for occupancy;

7.2.4 any criteria in section 4 which formed the basis of granting the Exemption and the taxation year or years to which the criteria applies all of which are deemed to be a condition or conditions of the Tax Incentive Agreement the breach of which will result in the cancellation of the Exemption for the taxation year or years to which the criteria applies;

7.2.5 In the event of a cancellation pursuant to section 8.1 of this Bylaw, any monies owed to the Town shall be immediately paid by the Applicant; and

7.2.6 any other conditions Administration deems necessary and the taxation year(s) to which the condition applies.

- 7.3 Tax Incentive Agreements shall be executed by the chief elected official or their delegate and the CAO.

8 Cancellation of Tax Incentive Agreements

- 8.1 If at any time after an Exemption is granted, Administration determines that the Applicant or their application:

8.1.1 did not meet or ceased to meet any of the applicable criteria in section 4 which formed the basis of granting the Exemption;

8.1.2 Tax arrears are owing with respect to the Qualifying Property; or

8.1.3 that there was a breach of any condition of the Tax Incentive Agreement,

Administration shall make a recommendation to Council and Council may, by resolution, cancel the Exemption for the taxation year or years in which the criterion was not met or to which the condition applies.

- 8.2 A resolution passed by Council pursuant to section 8.1 must include reasons and identify the taxation year or years to which the cancellation applies.

- 8.3 Administration shall provide written notice of a cancellation to an Applicant which must include the resolution passed under section 8.1.

9 Review of Decision

- 9.1 Where an application has been rejected by Administration on the basis that it is incomplete, Applicants may apply to Council within 15 business days of receiving notice of the refusal to review the decision to reject the application.

- 9.2 Applicants may apply to Council within 15 business days of receiving a Tax Incentive Agreement to review the Tax Incentive Agreement on the limited issue of whether the Tax Incentive Agreement follows the direction of Council. Council may revise the Tax Incentive Agreement or provide direction to Administration to revise the Tax Incentive Agreement in accordance with Council's initial resolution.

- 9.3 Applicants may apply to Council within 15 business days of receiving a notice of cancellation to review the cancellation and Council may uphold or revoke the cancellation.

- 9.4 Applications for judicial review of a decision pursuant to this Tax Incentives Bylaw must be filed with the Court of Queen's Bench and served not more than sixty (60) days after the date of decision.

10 Severability

10.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of this Bylaw is deemed valid.

11 Enactment

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

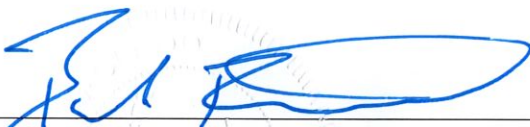
11.2 This Bylaw repeals and replaces Bylaw No. 1912 and all amendments hereto.

READ a First time this 28th day of June 2022.

READ a Second time this 11th day of July 2022.

READ a Third time this 12th day of September 2022.

SIGNED AND PASSED this 12th day of September 2022.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

Appendix “A”
Application Requirements for Non-Residential Tax Incentives
Pursuant to the Tax Incentives Bylaw No. 1960

1. All applications for an Exemption under to the Tax Incentives Bylaw must include the following information:
 - a) a signed and dated application form:
 - b) the Application Fee:
 - c) if the Applicant is not an individual, an agent authorization form or directors' resolution:
 - d) if the Applicant is a corporation, a corporate registry record of the Applicant dated within 60 days of the date of the application:
 - e) a land titles certificate for the lands on which the Qualifying Property is located dated within 60 days of the date of the application:
 - f) copies of all building/development permits issued with respect to the development of the Qualifying Property:
 - g) a description of the Business conducted or to be conducted in the Qualifying Property:
 - h) an indication of whether the development is New Construction or an Expansion:
 - i) an estimate of when the Qualifying Property will be approved for occupancy after completion of the New Construction or Expansion:
 - j) an explanation of how the application meets the criteria for an Exemption; and
 - k) With regards to Expansions the following additional information:
 - i. photographs of the Qualifying Property before the Expansion; and
 - ii. a financial summary and copies of receipts or paid invoices in relation to the development showing the location of the Expansion.
 - l) A copy of previous and current tax assessment notices showing an increase of \$50,000.00 in assessed value.
2. Applicants may provide any other material, including additional print, visual or audio-visual material, which the Applicant believes will support their application.

NOTE: Applications and material provided may be included in reports to Council and the Council agenda packages that are available to the public.

All Qualifying Properties may be subject to inspection by Town staff to ensure the validity of the application.

Appendix "B"
Application Form for Non-Residential Tax Incentives
Pursuant to the Tax Incentives Bylaw No. 1960

Applicant Information:

Applicant Name:	
Registered Corporate Name, If Different:	
Legal Description of Assessed Property:	
Mailing Address of Assessed Property:	
Corporate Registry Office Address of Applicant:	

Agent Information:

Name of Authorized Agent for Applicant:	
Mailing Address for Agent:	
Email Address for Agent:	
Telephone Number for Agent:	

Personal Information required by Town of Fort Macleod application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your application may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact the Town's FOIP Head at 780-553-4425 or I.gillingham@fortmacleod.com.

Provide, or append, a brief description of the Business:

The Applicant is applying for a three-year tax incentive for: (choose applicable)

- New Construction Expansion

Describe, or append, an explanation of why you are seeking an Exemption and how you meet the criteria for one of the tax incentive programs listed above:

What date is the subject property expected to be approved for occupancy:

Indicate if the application includes the following:

- | | |
|---|---|
| <input type="checkbox"/> Building/Development Permits (required) | <input type="checkbox"/> Application Fee (required) |
| <input type="checkbox"/> Tax Assessment Notices (required) | <input type="checkbox"/> Land Titles Certificate (required) |
| <input type="checkbox"/> Agent Authorization Form/Directors' Resolution (if applicable) | <input type="checkbox"/> Photos (if applicable) |
| <input type="checkbox"/> Financial Summary and Receipts/ Invoices (if applicable) | <input type="checkbox"/> Other materials (optional) |
| <input type="checkbox"/> Corporate Registry Record (if applicable) | |

Date of the Application

Signature of Applicant (or Applicant's Agent)

Print Name of Applicant (or Applicant's Agent)

FOR OFFICE USE ONLY

DATE APPLICATION WAS RECEIVED

NAME OF RECIPIENT



Agenda Submission

Submission Title

2024 Multi-Residential Tax Incentive Application (VB Block Commercial Inc.)

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

That Council approves the application from VB Block Commercial Inc. regarding Roll #3245400 (535-26th Street) and directs Administration to enter into a multi-residential tax incentive agreement with the property owner for the 2024-2027 cycle.

Rationale

The property owner has submitted a completed tax incentive application for a residential multi-unit construction project for the 2024-2027 cycle that will show on their 2024 combined assessment and taxation notice(s).

The project is the new construction of eight (8) - three (3) unit apartments. This project fits the definition of residential multi-unit under Bylaw 1962 - Residential Multi-Tax Incentive:

- "Residential Multi-Unit" as per this Bylaw, means a property that is located in the Town of Fort Macleod, has four (4) or more units and is zoned "Residential Multi-Unit: R-MU" under the Land Use Bylaw.

Background

Council passed the residential multi-unit bylaw in 2023, after listening to the public's demand for affordable housing in the community. This program is to encourage the development of existing and new multi-unit residential properties for the general benefit of the Town and to help house workers from the business community in Fort Macleod. This application falls under this bylaw.

Financial Implications

The tax incentive amount will be expensed annually in the operational report.

Attachments

1962 - 2023 - RESIDENTIAL MULTI-UNIT TAX INCENTIVE.pdf

3.42MB

Submitter Name

Kris

Email

finance@fortmacleod.com

Director Name

Kris Holbeck

Director Email

finance@fortmacleod.com

Department

Administration

Date

5/24/2023

BYLAW NO. 1962

TOWN OF FORT MACLEOD PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF FORT MACLEOD IN THE PROVINCE OF ALBERTA, TO ESTABLISH A RESIDENTIAL MULTI-UNIT TAX INCENTIVE.

WHEREAS pursuant to the provision of *Section 347 (1) of the Municipal Government Act, RSA 2000, Chapter M-26*, Council may by bylaw cancel, reduce, refund, or defer taxes it is considered equitable to do so, or phase-in increases or decreases from the preparation of a new assessment;

WHEREAS pursuant to the provision of *Section 347 (1) of the Municipal Government Act, RSA 2000, Chapter M-26*, and amendments thereto, the Council of the Town of Fort Macleod deems it equitable to provide for a Bylaw to implement "Residential Multi-Unit Tax Incentive";

NOW, THEREFORE, be it resolved that the Council of the Town of Fort Macleod, in the Province of Alberta, duly enacts as follows:

1. SHORT TITLE:

1.1. This Bylaw may be referred to as the "Residential Multi-Unit Tax Incentive Bylaw."

2. PURPOSE:

2.1. The purpose of this Residential Multi-Unit Tax Incentive Bylaw is to;

2.1.1. Allow tax incentives for Exemptions from taxation under Part 10, Division 2 of the *Municipal Government Act* for Qualifying Properties in the Town of Fort Macleod that meet the requirements of this Residential Multi-Unit Tax Incentive Bylaw.

2.1.2. Establish an incentive program to develop Residential Multi-Unit dwellings and create a positive environment for residential construction.

3. DEFINITIONS

3.1. In this Bylaw, unless the context otherwise requires:

3.1.1. "Act" means the *Municipal Government Act, RSA 2000, Chapter M-26*, as amended from time to time;

3.1.2. "Administration" means the administrative and operational arm of the Town comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the CAO;

3.1.3. "Applicant" means a person who applies for an Exemption or their Agent as authorized by the land owner through an agent authorization or director's resolution;

3.1.4. "Application Fee" means the fee established by this Bylaw to be paid at the time an application is submitted pursuant to this Bylaw;

- 3.1.5.** “Assessed Person” means an assessed person as that term is defined under Section 284(1)(a) of the Act;
- 3.1.6.** “Chief Administrative Officer” or “CAO” means the chief administrative officer as appointed by Council, including the CAO’s delegate;
- 3.1.7.** “Complete Application” means an application submitted pursuant to this Residential Multi-Unit Tax Incentive Bylaw that includes the Application Fee and the Application Form as set out in Schedule “A” attached hereto;
- 3.1.8.** “Council” means all the councillors of the Town, including the Chief Elected Official for the Town;
- 3.1.9.** “Dwellings or Units” means self-contained living premises with cooking, eating, living, sleeping and sanitary facilities for domestic use for one or more individuals but does not include travel trailers, motor homes, recreational vehicles, or other mobile units, hotel, motel, dormitory, boarding house, or similar accommodation, as defined in the Town of Fort Macleod Land Use Bylaw;
- 3.1.10.** “Exemption” is an exemption from taxation for Multi-Unit Residential Property as provided in Part 10, Division 2 of the Act. For purposes of clarity, the exemption from taxation applies only to taxes imposed by the Town under Part 10, Division 2 of the Act and not any Provincial requisitions;
- 3.1.11.** “Expansion” means development that adds to an existing Structure to increase the Structure’s physical space;
- 3.1.12.** “Residential Multi-Unit” as per this Bylaw, means a property that is located in the Town of Fort Macleod, has four (4) or more units and is zoned “*Residential Multi-Unit: R-MU*” under the Land Use Bylaw;
- 3.1.13.** “New Construction” means the construction of a new Structure to establish a Residential Multi-Unit building as defined within the Town of Fort Macleod’s Land Use Bylaw;
- 3.1.14.** “Qualifying Property” means a Structure that is the subject of the New Construction or an Expansion;
- 3.1.15.** “Structure” means a structure as that term is defined in s 284(1)(u) of the Act;
- 3.1.16.** “Tax Incentive Agreement” means a written agreement setting out the terms and conditions for an Exemption for the Qualifying Property; and
- 3.1.17.** “Town” means the Town of Fort Macleod in the Province of Alberta.

4. CRITERIA FOR EXEMPTION:

- 4.1.** Eligibility for a Residential Multi-Unit Tax Incentive under this Bylaw requires the following criteria:

- 4.1.1. \$400,000.00 increase in the assessed value of the Qualifying Property from the previous year resulting from New Construction or an Expansion; and
- 4.1.2. Minimum of four (4) units or dwellings.
- 4.2. To qualify for an Exemption, the Qualifying Property must meet the following criteria:
 - 4.2.1. The Qualifying Property must be located within the geographical boundaries of the Town;
 - 4.2.2. The Qualifying Property must be zoned “Residential Multi-Unit: R-MU” as per the Town of Fort Macleod Land Use Bylaw;
 - 4.2.3. The development of the Qualifying Property must qualify as New Construction or Expansion;
 - 4.2.4. All required Town development approvals concerning the development of the Qualifying Property must have been issued.
- 4.3. Concerning the Qualifying Property, only one agreement per four-year period is allowed.
- 4.4. Tax exemptions apply to the municipal portion of property taxes only.
- 4.5. To apply for an Exemption, an Applicant must meet the following criteria:
 - 4.5.1. The Applicant must be the Assessed Person for the Qualifying Property that is the subject of the application; and
 - 4.5.2. The Applicant must have no outstanding monies owing to the Town of Fort Macleod; and
 - 4.5.3. The Applicant must submit a Complete Application in accordance with the terms of this Bylaw.

5. APPLICATION FOR AN EXEMPTION:

- 5.1. Applicants must submit a Complete Application to the CAO or delegate. The application form is attached in “Schedule A.”
- 5.2. The Application Fee is \$100.00.
- 5.3. Complete Applications must be received by May 15th; of the year in which the requested Exemption is to commence.
- 5.4. Applications for past years’ Expansion or New Construction will not be eligible in accordance with section 5.3.
- 5.5. Complete Applications may be considered and approved in accordance with the criteria of this Residential Multi-Unit Tax Incentive Bylaw before construction on the Qualifying Property is complete. However, the Exemption will not apply until all construction on the Qualifying Property is complete and the development is inspected and approved for occupancy.

- 5.6. Notwithstanding the Complete Application requirements set out in this Bylaw, the CAO may require any additional information that, at the discretion of the CAO, is necessary to complete the application.
- 5.7. The CAO or designate will advise Applicants in writing if their application is accepted for consideration. Applications accepted for consideration shall become the property of the Town and may not be returned.
- 5.8. The CAO has the discretion to reject applications that are incomplete or illegible.
- 5.9. Applicants whose applications are returned as incomplete or illegible may resubmit an application provided the application is resubmitted by the deadline provided in section 5.3 of this Bylaw.
- 5.10. The CAO will advise Applicants in writing with reasons if their application is rejected.

6. CONSIDERATIONS OF APPLICATIONS

- 6.1. Administration shall review the Complete Application to determine if it meets the criteria and requirements for an Exemption and provides a written report with recommendations to Council.
- 6.2. Council shall review the Complete Application and Administration's report and may:
 - 6.2.1. Pass a resolution directing Administration to enter into a Residential Multi-Unit Tax Incentive Agreement; or
 - 6.2.2. Pass a resolution refusing the Complete Application.
- 6.3. A resolution directing Administration to enter into a Residential Multi-Unit Tax Incentive Agreement must include the following:
 - 6.3.1. The taxation years to which the Exemption applies;
 - 6.3.2. The legal land description; and
 - 6.3.3. Property owner's name.
- 6.4. A Residential Multi-Unit Tax Agreement shall be honoured notwithstanding this Bylaw being amended or repealed after entering into such an agreement.
- 6.5. A resolution passed under section 6.2.2. refusing an application must include the reason(s) for refusal.
- 6.6. Administration shall provide written notice of a refusal to an Applicant, including the resolution passed under section 6.2.2.

7. TAX INCENTIVE AGREEMENT

7.1. Where Council has passed a resolution approving an Exemption, Administration shall draft a Tax Incentive Agreement in accordance with the resolution of Council.

7.2. A Tax Incentive Agreement must outline the following:

7.2.1. The taxation years to which the Exemption applies, which must not include any taxation year earlier than the taxation year in which the Exemption is granted;

7.2.2. The extent of the Exemption for each taxation year to which the Exemption applies;

7.2.2.1. First Year - 100% Property Tax Exemption

7.2.2.2. Second Year- 75% Property Tax Exemption

7.2.2.3. Third Year- 50% Property Tax Exemption

7.2.2.4. Fourth Year- 25% Property Tax Exemption

7.2.3. A deadline for submission of proof that the Qualifying Property has been approved for occupancy.

7.2.4. Any criteria in section 4 which formed the basis of granting the Exemption and taxation year or years to which the requirements apply, all of which are deemed to be a condition or conditions of the Residential Multi-Unit Tax Incentive Agreement. The breach of which will result in the cancellation of the Exemption for the taxation year or years to which the criteria applies;

7.2.5. In the event of a cancellation pursuant to Section 8 of this Bylaw, any monies owed to the Town shall be immediately paid by the applicant; and

7.2.6. Any other conditions Administration deems necessary and the taxation year(s) to which the condition applies. Residential Multi-Unit Tax Incentive Agreements shall be executed by the chief elected officer, their delegate, and the CAO.

8. CANCELLATION OF TAX INCENTIVE AGREEMENT:

8.1. If at any time after an Exemption is granted, Administration determines that the Applicant or their application:

8.1.1. Did not meet or ceased to meet any of the applicable criteria in Section 4, which formed the basis of granting the Exemption;

8.1.2. Tax arrears are owing with respect to the Qualifying Property; or

8.1.3. That there was a breach of any condition of the Residential Multi-Unit Tax Incentive Agreement,

8.1.4. Administration shall recommend to Council, and Council may, by resolution, cancel the Exemption for the taxation year or years in which the criterion was not met or to which the condition applies.

8.2. A resolution passed by Council pursuant to section 8.1 must include reasons and identify the taxation year or years to which the cancellation applies.

8.3. Administration shall provide written notice of cancellation to an Applicant, including the resolution passed under section 8.1.

9. REVIEW OF DECISION:

9.1. Where Administration has rejected an Application on the basis that it needs to be completed, Applicants may apply to Council within 15 business days of receiving notice of the refusal to review the decision to reject the application.

9.2. Applicants may apply to Council within 15 business days of receiving a Residential Multi-Unit Tax Incentive Agreement to review the Agreement on the limited issues of whether it follows the direction of Council. Council may revise the Residential Multi-Unit Tax Incentive Agreement or provide direction to Administration to revise the Tax Incentive Agreement in accordance with Council's initial resolution.

9.3. Applicants may apply to Council within 15 business days of receiving a notice of cancellation to review the cancellation, and Council may uphold or revoke the cancellation.

10. REVIEW OF BYLAW:

10.1. This bylaw shall be reviewed by Council in a public Council meeting at least every second year from the date of passing of the bylaw for the purpose of assessing whether to amend or repeal the bylaw.

11. SEVERABILITY:

11.1. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of this Bylaw is deemed valid.

12. EFFECTIVE DATE:

12.1. This Bylaw shall come into force and take effect upon receiving the third reading.

READ a **first** time this 23rd day of January, 2023.

READ a **second** time this 13th day of February, 2023.

READ a **third** time and finally PASSED this 13th day of February, 2023.



Mayor – Brent Feyter



Chief Administrative Officer – Anthony Burdett

SCHEDULE "A"
Application Form for Residential Multi-Unit Tax Incentive
Pursuant to the Residential Multi-Unit Tax Incentive Bylaw No. 1962

Applicant & Authorized Agent Information:

Applicant Name:	
Mailing Address:	
Authorized Agent Name: <i>(If applicable)</i>	
Authorized Agent Address: <i>(if different from above)</i>	
Email Address:	
Phone Number:	
Registered Corporate Name <i>(If applicable):</i>	
Corporate Registry Office Address of Applicant:	

The Applicant is applying for a four-year tax incentive for:

New Construction Expansion

Qualifying Property Information:

Physical address of Assessed Property:	
Legal Description of Assessed Property:	
Property Tax Roll number:	
Development Permit number:	
Assessed property value of previous year:	
Assessed property value of current year:	
Type and number of units or dwellings being built:	

Date construction will be completed:	
Date Qualifying Property is expected to be approved for occupancy:	

Describe, or append, an explanation of your Exemption and how you meet the criteria for the tax incentive programs listed above:

Indicate if the application includes the following:

- Application Fee (\$100.00 required) Agent Authorization Form/Directors' Resolution (if applicable)
 Photos (optional) Other materials (optional)

_____ Date of the Application

_____ Signature of Applicant (or Applicant's Agent)

_____ Print Name of Applicant (or Applicant's Agent)

FOR OFFICE USE ONLY

_____ DATE THE APPLICATION WAS RECEIVED

_____ NAME OF RECIPIENT

Note:

Complete applications must be received by May 15th of the year when the requested Exemption is to commence.

Applications and materials may be included in reports to Council and Council agenda packages. All Qualifying Properties may be subject to inspection by the Town Administration to ensure the validity of the application.

Personal Information required by the Town of Fort Macleod application forms is collected under the authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your application may be included in reports that are available to the public as required or allowed by legislation. If you have any questions, please get in touch with the Town's FOIP Head at Liisa Gillingham, Director of Community and Protective Services @ 403 553-4425.



Agenda Submission

Submission Title

2023 Tax Recovery Public Auction

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

That Council approves:

1. Pursuant to 553(1)(f) M.G.A., the addition of all tax recovery costs to the relevant rolls,
2. the attached terms and conditions,
3. the date of the 2023 tax recovery public auction as Tuesday, October 3, 2023, at 10 am, and
4. Sets the reserve bids as follows:
 - 401 – 11th Street (Lot 45, Block 330, Plan 9811327) - \$22,000.00,
 - 343 – 11th Street (Lot 51, Block 331, Plan 9811327) - \$22,000.00, and
 - 127 – 11th Street (Lot 33, Block 333, Plan 92B) - \$30,000.00.

Rationale

Based on the annual tax recovery process Council needs to approve the addition of tax recovery costs to the rolls, pass the 2023 public auction terms and conditions, set the reserve bid amounts and the auction date and time so it can be advertised.

Background

Under the Municipal Government Act, when a property is in tax arrears for more than one (1) year the municipality must register a tax recovery notice on title for the property and the landowner is made aware of the tax arrears registered against their property. If within the next year the property taxes remain unpaid the municipality must put the property up for public auction to recover the arrears taxes.

- The properties up for auction have been appraised by an independent third-party contractor for a fair market value per the above.
- The date of the public auction is set, and this information must be sent to our tax recovery contractor for advertising and notification purposes.
- The property owners have up to the date of public auction to pay the property tax arrears off in full to stop the public auction process.
- As per Part 10, Division 8, Section 419 of the Municipal Government Act:

Reserve bid and conditions of sale

419 The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.

Financial Implications

If the taxes are paid, this will reduce the Town's property taxes in arrears. If the taxes are not paid, the Town will transfer the property into its name for tax forfeiture reasons.

The reserve bid is the lowest amount that will be accepted as a bid at the public auction, and it based on the appraised value of the properties.

Attachments

2023 Tax Recovery Public Auction Terms & Conditions.pdf

37.25KB

Submitter Name

Kris

Email

finance@fortmacleod.com

Director Name

Kris Holbeck

Director Email

finance@fortmacleod.com

Department

Administration

Date

5/25/2023

2023 - Public Auction – Terms and Conditions

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



Agenda Submission

Submission Title

Parade Invitations 2023

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

No motion is required. Council to inform Administration if they would like to attend as a Mayor or Council representative or enter a float for our community the parades in Coaldale and Claresholm on August 12, 2023.

Rationale

Coaldale:

The Town of Coaldale is hosting our Coaldale Summer Fest and Candy Parade on Saturday, August 12, 2023 with the theme of "Salute to Agriculture 2023". It is always an honor to be able to include our neighbouring communities in our celebrations and to welcome you to our Town.

We would like to cordially invite you to participate in the 2023 Candy Parade in two ways:

1. Mayor or Council Representative:

- As a VIP, we would like to welcome you to Coaldale by having you ride in style. If you are able to attend our parade, please reply back to parade@coaldale.ca and we will arrange with you VIP transportation if needed.

2. Enter a Float to promote your community

- No entry fee

- You are welcome to bring wrapped candy to hand out along Candy Parade route

- Bring volunteers to hand out candy

We hope you can attend our parade and celebrate with us on August 12. Please find attached a registration form which we would invite you to submit by August 2, 2023.

If you have any questions, please contact Erica Romeo at 403-345-1323 or parade@coaldale.ca

We look forward to seeing you on August 12.

Sincerely,

Erica Romeo

Town of Coaldale Summer Fest Parade Committee

Background

Claresholm:

Candy Parade - "The good old days"

My name is Megan, I'm the town engagement coordinator I'm busy planning our Fair days event Aug 10-13th, We would love to invite your town to attend our parade and represent your town with a float. If your interested check out the link for more details. Thank you, Megan McClung

We would love to invite you out to be part of our Fair days CANDY parade - Aug 12 @11am

Parade rules & information"

- This year's overall parade theme is "The good old days " Think of all the things from the past (Be creative)
- All entries to be at marshalling area (Location TBD as parade route will be a bit different this year) by 9:30 am for judging, parade to start at 11 a.m.
- Is advertised as a CANDY parade but it is not mandatory to participate, but highly encouraged!
- Town of Claresholm reserves the right to refuse entries deemed to be obscene, dangerous or in poor taste
- Please complete entry by August 10, 2022
- . TO enter this year a Cash donation of ANY amount can be given at the entrance in a envelope.

Financial Implications**Attachments****Submitter Name**

Meranda Day Chief

Email

execassist@fortmacleod.com

Director Name

Liisa Gillingham

Director Email

dircps@fortmacleod.com

Department

Council

Date

6/7/2023

Dear Mayor Brent Feyter and Fort MacLeod Town Council,

The Town of Coaldale is hosting our Coaldale Summer Fest and Candy Parade on Saturday, August 12, 2023 with the theme of "Salute to Agriculture 2023". It is always an honor to be able to include our neighbouring communities in our celebrations and to welcome you to our Town.

We would like to cordially invite you to participate in the 2023 Candy Parade in two ways:

1. Mayor or Council Representative:
 - As a VIP, we would like to welcome you to Coaldale by having you ride in style. If you are able to attend our parade, please reply back to parade@coaldale.ca and we will arrange with you VIP transportation if needed.

2. Enter a Float to promote your community
 - No entry fee
 - You are welcome to bring wrapped candy to hand out along Candy Parade route
 - Bring volunteers to hand out candy

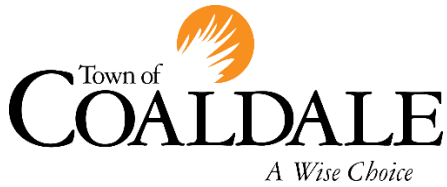
We hope you can attend our parade and celebrate with us on August 12. Please find attached a registration form which we would invite you to submit by August 2, 2023.

If you have any questions, please contact Erica Romeo at 403-345-1323 or parade@coaldale.ca

We look forward to seeing you on August 12.

Sincerely,

Erica Romeo
Town of Coaldale Summer Fest Parade Committee



Coaldale Summer Fest Candy Parade

"Salute to Agriculture 2023"

Registration Form

SATURDAY, August 12TH, 2023

Parade Lineup and Judging: 9:00AM

Parade Start: 11:00AM

No Entry Fee

Registration Deadline: August 2, 2023

Return to: parade@coaldale.ca

403-345-1323

Feel free to provide individually wrapped candy to hand out along parade route

Parade Lineup is at R.I. Baker School

Organization/Entry Name: _____

Contact Name: _____

Contact Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Cell: _____ Email: _____

Length of Entry: _____ Height of Entry: _____

Your name, home phone number, home address and postal code are collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act. This information will be used in the administration of Town of Coaldale programs. If you have any questions about this collection, contact the FOIP Coordinator, Town of Coaldale, 1920-17th Street, T1M 1M1 or [403-345-1300](tel:403-345-1300).

Categories (please specify):

- Children & Youth (children and youth organizations)
- Comic & Novelty (smaller individual entries that are just for fun)
- Community & Not-for-Profit Organizations
- Musical
- Agricultural
- Commercial
- Animals
- Antique Farm Equipment
- Antique and Classic Cars

The Coaldale Summer Fest Parade is a Candy Parade – a community event designed to entertain families and visitors in our community. We encourage you to bring candy to hand out to the children along the parade route. If you do decide to bring candy as part of your entry, please provide at least 2 people to hand out the candy along the curbs for the safety of our young parade goers. Please no throwing of candy from your parade entry – safety is our top priority.

2023 Theme
"Salute to Agriculture 2023"

Rules and Regulations

REGISTRATION DEADLINE:

August 2, 2023

INSURANCE:

All vehicle entries and animal entries must provide a Certificate of Insurance as evidence that insurance is maintained for your entry and your entry's participants.

All vehicle operators MUST have a valid operator's license.

PROVINCE OF ALBERTA TRAFFIC SAFETY ACT:

The Act applies to all roadways at all times with the exception of the official parade route on the designated date and at the designated time. Quads and golf carts are not permitted on any roadway other than: travelling directly to and from the marshalling area at R.I. Baker; on the designated parade route. Other unregistered vehicles will only be permitted on the parade route. These vehicles must be dropped off and picked up at R.I. Baker School by trailer.

All trailers being used as a float must satisfy The Act while travelling to and from the official parade route start and end site (R.I. Baker).

Field tractors are permitted to travel to and from the official parade route start and end site (R.I. Baker), however, passengers other than permitted by a jump seat are not allowed on the vehicle during transport to and from R.I. Baker.

PARKING:

Please car pool to the marshalling area to avoid congestion and delays in leaving the area after the parade. More details will follow as to where parking will be available.

MARSHALLING AREA:

The marshalling area will be at the R.I. Baker School grounds. We request that all entrants be in the marshalling area and checked in at the Registration Booth no later than 9:30am if you wish your entry to be judged. Judging starts at 9:30am. Ribbons will be handed out at 10:45am.

Please note that safety rules will be reviewed with each entry prior to the parade start and that all instructions made by parade Officials must be obeyed.

***An information email will be sent to you one week prior to parade day with all the information you will need to make the day a success.**

MAXIMUM ENTRY DIMENSIONS:

If your entry exceeds 40 feet in length or 16 feet in height (from ground level), the parade committee will contact you with further information.

JUDGING:

Judging will commence at 9:30am and equine judging will commence at 10:00am.

COMMERICAL ENTRIES:

Commercial and Agricultural entries are welcomed.

For safety reasons, please note that fuel trucks or any road trailers carrying dangerous goods are not permitted to enter the parade.

ALCOHOLIC BEVERAGES AND DRUGS:

Alcohol, cannabis and prohibited drugs are forbidden. Participants whom parade Officials believe have consumed alcohol, cannabis or prohibited drugs prior to or during the parade will be removed and not be accepted in future parades.

SMOKING:

Will not be permitted on any float or horse entry on our parade route.

PARADE POSITION:

Will be chosen by parade Officials at the time of marshalling.

EQUESTRIAN ENTRIES:

Equine entries can be dropped off in the parking lot at R.I. Baker. Please provide your own clean-up crew for any messes at the drop off area, marshalling area and along the parade route.

DECORATING:

Our hope is that all entries be at least 75% decorated. Antique vehicles are exempt.

Parade Safety

1. Due to safety concerns for our young parade goers, it is prohibited to throw candy or other items from a float or vehicle or to use squirting water guns or water balloons. Please distribute candy by having someone walk along side of the float and toss the candy into the crowd.
2. Seat belt Traffic Safety Rules and helmet rules will be relaxed while on the parade route **ONLY**. Skateboarders, rollerbladers, and bikers are **NOT** allowed to be towed by any float or vehicle.
3. Floats utilizing a combustible fuel powered generator or other possible fire hazards must include a minimum 10 lb ABC Chemical Fire Extinguisher.
4. No entry may be more than 16 feet in height (from ground level) and no longer than 40' to be able to navigate the corner at 20th Ave and 15th St.
5. All parade entries must stay on the parade route from start to finish to ensure the safety of the public and to ensure no traffic infractions are incurred as per the Province of Alberta Traffic Safety Act.
6. All trailers being used as a float must satisfy the Province of Alberta Traffic Safety Act while travelling to and from the official parade start and end site (R.I. Baker). Specifically, trailers must adhere to the following: street legal; working lights; license plate; no passengers; no items blowing off the trailer.
7. All riders on floats must be securely seated on the float with all parts of their bodies confined within the float (no feet dangling from float). A safety support or railing on the float would be preferred. Once on the parade route, no one will be allowed to jump onto the float.
8. The ultimate responsibility for safety lies with each individual entry. Entries must comply with all rules and regulations and safety codes. The Town of Coaldale, Parade Committee and staff assume no responsibility in connection with and makes no representation as to the safety of any parade entry, in whole or in part, solely by compliance with the parade rules and regulations.

Checklist

- Entry at least 75% decorated.
- If you wish, provide candy to cover entire parade route.
- Provide walkers to hand out candy along the sides of the road.
- Insurance policy included
- Agree to and understand all Rules and Regulations and Parade Safety as stated above.

Name (signature)

Date

Return completed application to:

parade@coaldale.ca

403-345-1323

Photo/Video Authorization and Release

I, _____, of _____, _____,
 (print name) (Street Address) (Name of Town) (Province)

authorize The Town of Coaldale, to use: 1. film photographs
 2. digital photographs
 3. motion picture footage
 4. audio recordings of myself, my child/ward in accordance with the
 following terms:

THEME OF MATERIALS

The Materials will be recorded and used with the understanding that the content or theme thereof will be the following: To promote the Town of Coaldale, AB as a *preferred community to live, work and play*.

LOCATION

The Materials will be recorded at or around the following location(s): In Coaldale, Alberta, or

 (Specific Venue if applicable)

REPRODUCTION AND USE

The Town of Coaldale has the unrestricted right and permission to copyright and use, re-use, publish, and republish the Materials in all forms of media (including printed materials) for art, promotional purposes (including, but not limited to, advertising, publicity, commercial, or display use), illustration, exhibition, editorial, trade, or any other purpose whatsoever. This right extends to both domestic and foreign markets.

RELEASE OF CLAIMS

I hereby relinquish any right that I may have to examine or approve the completed Materials or their use(s).

Further, I hereby release and discharge The Town of Coaldale and all persons functioning under the Towns permission or authority (including, but not limited to, associates, affiliates, officers, agents, advertising agencies, designated directors, employees, and customers) from any claims. This includes claims related to blurring, alteration, distortion, or use in composite form that may occur or be produced in the process of recording, processing, or publishing the Materials, including any claims for libel or invasion of privacy.

I hereby affirm that I am over the age of majority and have the right to contract in my child's name. I have read the above document and I fully understand its contents. This agreement shall be binding upon me and my heirs, legal representatives and assigns.

Dated: _____,
 (day) (month) (year)

Signed: _____ Phone: _____

Print Name: _____

Of: _____, Alberta, _____



Agenda Submission

Submission Title

Fort Macleod Chiropractic Triathlon

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

That Council approve a waiver of rental fees for the pool costs and curling rink for the 2023 Fort Macleod Chiropractic Triathlon.

Rationale

The Fort Macleod Chiropractic Triathlon has been happening in Fort Macleod for many years, and attendance numbers has varied but always been a successful, well managed event. Athletes come to Fort Macleod from many different locations with many local residents participating as well. The event draws on many locals for volunteering before and during the event. This is a great way to utilize and showcase our new pool as well as the biking and running take people through the Town.

Background

The organizers missed the application for the Community Grants to Organization's which Council has approved in the past. We have done anywhere from \$2000-\$4000 through that program previously. As the grant stream is not available and we do not have the actual "cash" able to be allocated to the event Administration suggests a waiver of rental fee's for the pool and curling rink to show our support and recognize the desire to have recreation opportunities available to our residents and visitors. It should also be noted that the organizers are looking at next year in recognition of the 150th doing a special mention for the 150th celebration, and there is the possibility that that will be the last year that the current group continues to plan and host the event.

Financial Implications

2022 cost for the pool, lobby and curling rink use were \$1375.00

Attachments**Submitter Name**

Liisa

Email

dircps@fortmacleod.com

Director Name

Liisa Gillingham

Director Email

dircps@fortmacleod.com

Department

Administration

Date

6/7/2023



Agenda Submission

Submission Title

Building Reserve Transfer

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

That Council approves the transfer of funds from the One Time Project Reserve to cover the costs of the built-in cabinets and storage lockers to the GR Davis Administration Building, Town Section.

Rationale

In the development of the new administrative building in 2018, additional storage for FCSS as well as general storage for use by the Town was somewhat lacking and not easily accessible for the day to day needs. The hallway outside of the Administrative offices is very wide and can accommodate a small coffee area as well as several large, lockable storage lockers. Currently FCSS uses a table or two that occupies the space for overflow, especially during back to school connect, clothing drives and summer programming. While these are all wonderful events, having enclosed storage lockers to store items would enhance the appearance of the hall and keep it from looking cluttered and unkept. Upon approval from Council, we will be approaching the FCSS board to approve assistance for covering the cost of the cabinets associated with the use required by FCSS, estimate this amount to be \$4000-\$5000.

Background

When we moved into the GR Davis building the scope and budget of the project did not allow for all projects ie: window replacement, to be done at the time of the renovation. There was a capital reserve started for maintenance projects at the GR Davis and \$25,000 a year is placed into that reserve; current balance in the reserve is \$125,000.

Financial Implications

Approximately \$13,000 from the One Time Project Reserve

Attachments

Final Drawings.pdf	195.85KB
Cabinet 2023.pdf	73.38KB

Submitter Name

Liisa

Email

dircps@fortmacleod.com

Director Name

Liisa Gillingham

Director Email

dircps@fortmacleod.com

Department

Administration

Date

6/7/2023

CABINET *Expressions*

Date	S.O. No.
5/11/2023	1678

Name / Address	Ship To
Lisa Gillingham 410 20th Street, Fort Macleod	

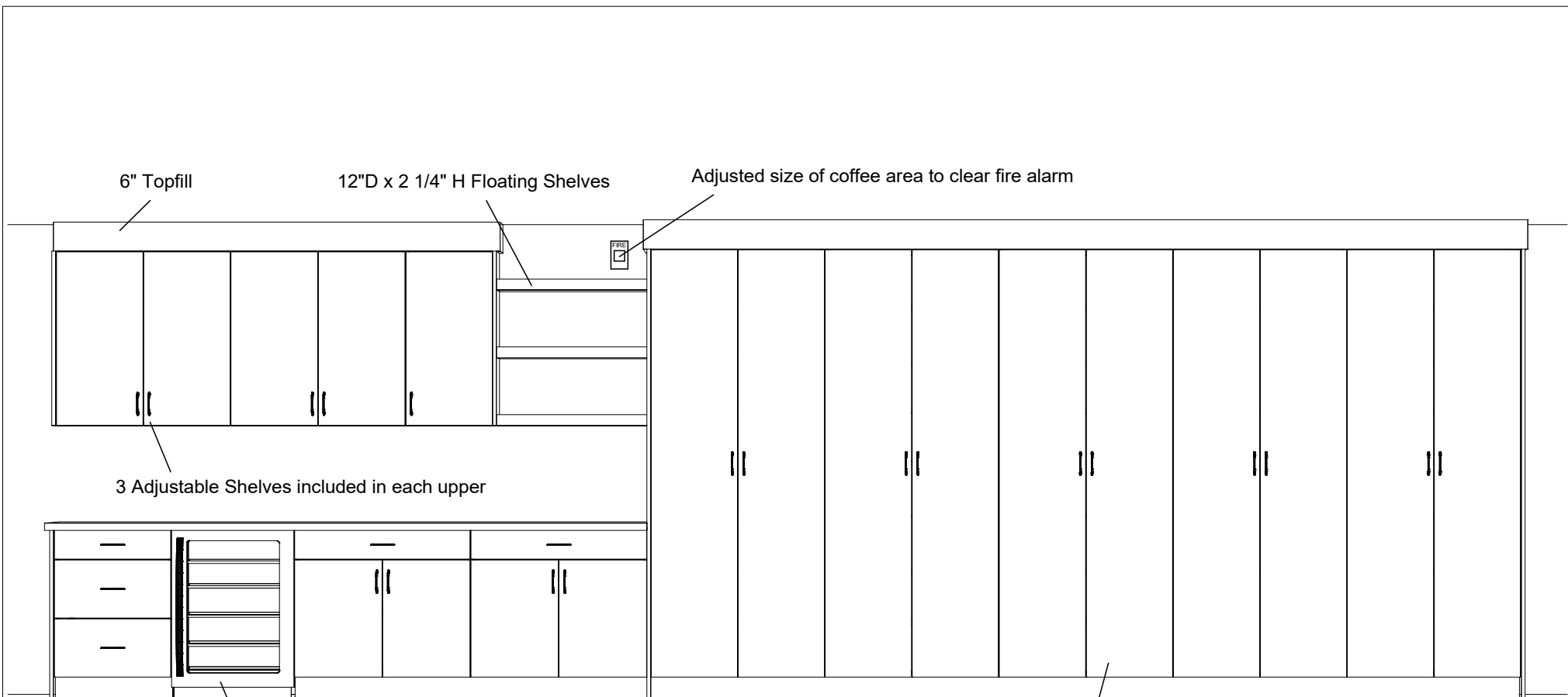
P.O. No.	Project

Description	Ordered	Rate	Amount
Fort Macleod Admin Building Cabinet Configuration As Per Plan, Layout And Drawings Cabinet Material: White Melamine Drawer Box Material: White Melamine Drawer Glides: Blum Movento Soft Close Door Hinges: Blum Integrated Soft Close Door Material: Slab Textured Melamine Color: Uniboard - Resonance End Gables: Flat 3/4" Standard Handles Included: BP8189192195 No Removal, Electrical, Plumbing or Venting Included Delivery and Installation Included	1	10,647.43	10,647.43
3CM Quartz Countertops Included - Remnant (GS Cancun) - Eased Edge or Quarter Round Included	1	1,561.70	1,561.70
GST on sales		5.00%	610.46

Subtotal	\$12,209.13
GST	\$610.46
Total	\$12,819.59

Signature _____

GST/HST No. 840318208



6" Topfill

12"D x 2 1/4" H Floating Shelves

Adjusted size of coffee area to clear fire alarm

3 Adjustable Shelves included in each upper

U/C Fridge

25" Opening Left for Future Fridge Models

24" D Storage Cabinets
 6 Adjustable Shelves Included in Each
 1 Fixed Shelf in Centre of Cabinets for Support

Fort Macleod Admin Building

Door Material: Slab Textured Melamine
 Colour: Uniboard - Resonance
 Crown: 6" Topfill
 White Melamine Interior
 Standard Handles Included: BP8189192195
 Finished Toe Kicks
 Quartz Countertops Included : Remnant (GS Cancun)

Cabinet Expressions	
Customer:	Fort Macleod Admin Bldg.
Contact:	
Date:	05/11/23
Page:	1 of 3



Agenda Submission

Submission Title

MD of Willow Creek Development Application 056-23 Hurlburt Ranch Ltd- Request for comments

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

For information.

Send an Email to MDWC that TOFM has / has no comments or concerns at this time.

Rationale**Background****Financial Implications****Attachments**

056-23 Hurlburt Ranch Ltd. - Silica Fume Facility_Redacted.pdf

8.31MB

Submitter Name

Keli Sandford

Email

development@fortmacleod.com

Director Name

Adrian Pedro

Director Email

operations@fortmacleod.com

Department

Operations

Date

6/7/2023

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

#26-Hwy 520, Claresholm Industrial Area, Box 550, Claresholm, Alberta T0L 0T0

Phone: (403) 625-3351 Fax: (403) 625-3886

Email: development@mdwillowcreek.com

NOTICE OF MUNICIPAL PLANNING COMMISSION MEETING

Form B

Application No. 056-23

TO: Adjacent Landowners

Notice is hereby given that an application is being made for a development permit with regard to the following:

NAME OF APPLICANT: Hurlburt Ranch Ltd.

TYPE OF DEVELOPMENT:

Proposed Silica Fume Drying Facility, including portable unit, storage area, steel silos, and propane tanks.

LEGAL DESCRIPTION OF SITE: Lot 3; Block 1; Plan 1213346 within
the NW 09-09-26-W4M

PLACE OF MEETING: Municipal Administration Building, Claresholm

TYPE OF MEETING: Regular Municipal Planning Commission

DATE OF MEETING: 9:00 a.m. on Wednesday, June 14, 2023

This development application and all associated information are available for viewing at the Municipal Office at the address shown above during normal hours of operation, or website at www.mdwillowcreek.com. Please go to the website for any future amendments to this notification and/or application.

Any person affected by the said proposal has the right to present a written brief prior to the hearing and/or to be present and be heard at the meeting. Any information submitted will become available to the public and may also be shared with the applicant and appropriate government/other agencies and is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIP). If you have any questions, please contact The Municipal District of Willow Creek No. 26.

Persons requesting to be heard at the meeting shall submit a written request to be heard to the development officer not later than:
June 9, 2023 (10 consecutive days from the date of this notice)

DATE: May 29, 2023

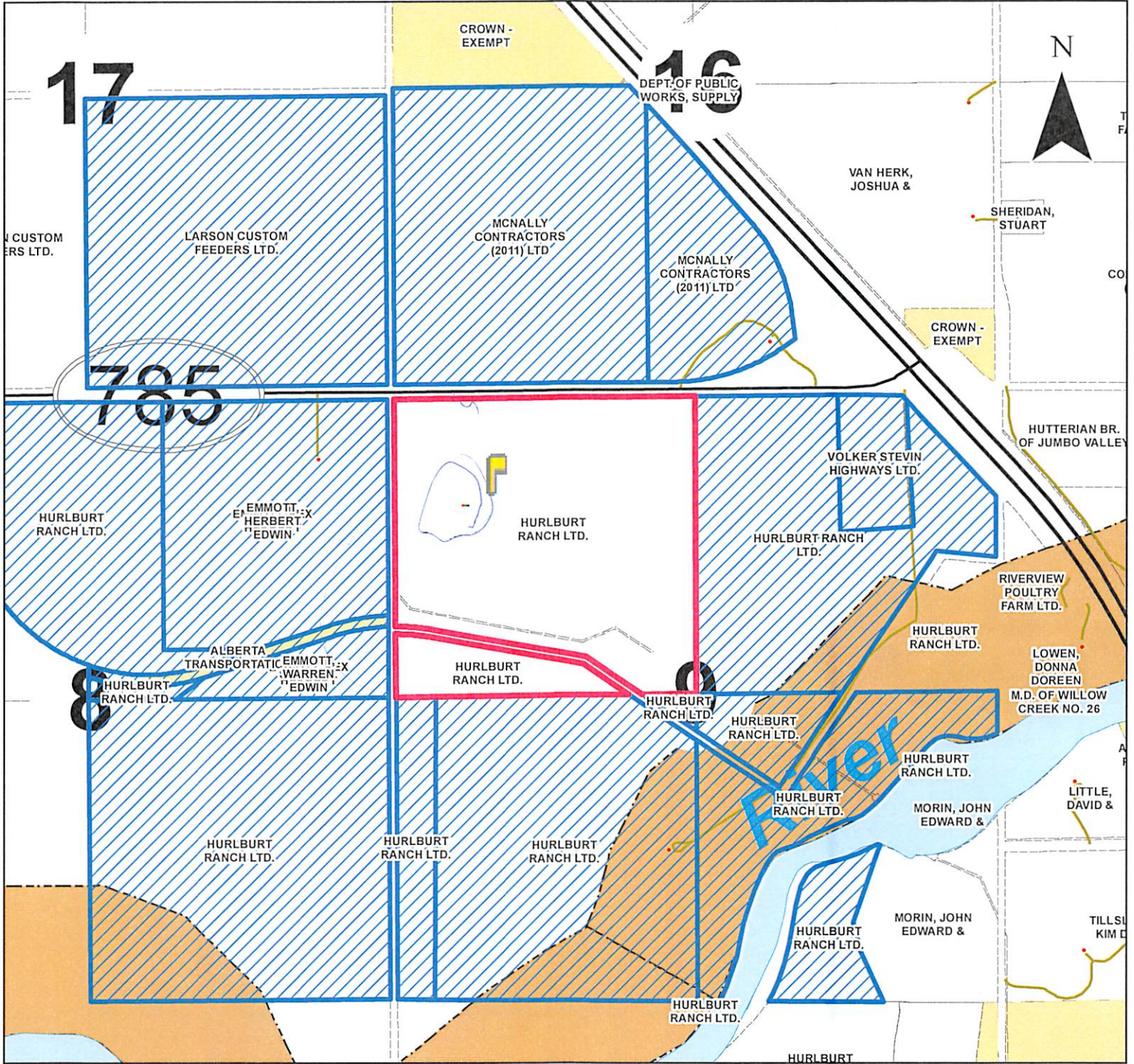
SIGNED:



Cindy Chisholm
Development Officer
MD of Willow Creek No. 26

DEVELOPMENT NOTIFICATION MAP

Development Application No. 056-23



Service Layer Credits: All information contained within this map remains the property of The M.D. of Willow Creek and should be used for information purposes only.

Development Permit 056-23
Hurlburt Ranch Ltd.

Proposed Silica Fume Facility

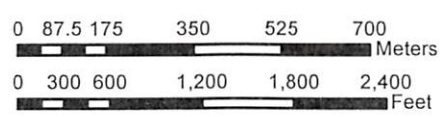
Lot 3; Block 1; Plan 1213346
within NW 09-09-26-W4M

Cindy Chisholm
Development Officer

Legend

- Land Owner
- Adjacent Land Owners
- Proposed Development Location

N.T.S - For Information Only



Municipal District of Willow Creek No. 26
 P.O. Box 550
 #273129 Secondary Highway 520
 Claresholm, AB
 T0L 0T0
 Tel: 403-625-3351

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
273129 Sec Highway 520 West, Box 550, Claresholm, AB T0L 0T0
Phone (403) 625-3351 Fax (403) 625-3886 www.mdwillowcreek.com

FOR OFFICE USE ONLY
MPC June 14/23
Application No. 056-23
Fees Submitted: \$ _____
Site Inspection: _____

APPLICATION FOR A DEVELOPMENT PERMIT

IMPORTANT: This information may also be shared with appropriate government/other agencies (e.g. Alberta Agriculture, Food and Rural Development; Alberta Environment; the regional health authority), and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact The Municipal District of Willow Creek No. 26.

Form A

APPLICANT: Hurlburt Ranch Ltd. Telephone: _____

ADDRESS: _____ Email: _____

MUNICIPAL ADDRESS: _____ Bus/Cell: _____

REGISTERED OWNER: Hurlburt Ranch Ltd Telephone: _____

LEGAL DESCRIPTION: Lot(s) 3 Block 1 Plan 1213346

OR: Quarter NW Section 9 Township 9 Range 26 W4 M

EXISTING USE: Rural Industrial, Bylaw 1942

PROPOSED USE: Rural Industrial

PARTICULARS OF PROPOSED DEVELOPMENT: Set up a silica fume open storage area, silica fume drying and sizing equipment, and dried silica fume storage hoppers for load out.

See attached schedule A

Additional information or clarification can be helpful in processing the application without delay. You may wish to use the back of this form, or attach a separate sheet with such information. **Please fill out the Right of Entry authorization on reverse.**

REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:

I/we agree to the collection and sharing of this information contained in this application, and any other information may be required to verify and evaluate this application as explained above. I have submitted particulars concerning the completion of the proposed development and agree to comply in all respects with any conditions that may be attached to any development permit that is issued and with any other bylaws that are applicable. I am aware I may be required to pay for all local improvement costs, which include drainage, sidewalks, road construction, street lighting, water and sewer main extensions, utility connection fees and installation costs at the present established rate.

I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify the registered owner(s) of the land described above is aware of this application.

DATE: 15-May-2023 SIGNED: _____

IMPORTANT: See Over

ADDITIONAL INFORMATION: _____


IMPORTANT:

1. Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term "development" includes any change in the use of buildings or land.
2. Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as an official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood any development by the applicant within 21 days after receipt of a Development Permit is at his own risk.
3. Please submit a plan or drawing showing locations of existing and proposed buildings, roads, services, boundaries, etc. in sufficient detail to ensure proper consideration of the application. Measurements may be metric or imperial units. It is desirable the plans and drawings should be on scale appropriate to the development, as follows:

Site plans – ratio of 1:1000 or 1:1500
Other drawings – ratio of 1:100 or 1:200

or as required by the Development Officer. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared.

4. If a decision is not made within 40 days from the date of the receipt of the application in its complete and final form, the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period unless an agreement for a time extension has been entered into with the municipality.

RIGHT OF ENTRY:	
I hereby authorize representatives of The Municipal District of Willow Creek No. 26 to enter my land for the purpose of conducting a site inspection in connection with this application.	
This right is granted pursuant to Section 542(1) of the <i>Municipal Government Act</i> .	
DATE: <u>15-May-2023</u>	LANDOWNER(S): <u>Hurlburt Ranch Ltd.</u>
	(Print)
	LANDOWNER(S): _____
	SIGNED: <u></u>

	Registered Landowner(s)

SCHEDULE A

Table of contents.

Pages

1. Table of Contents
2. Process description
3. Letter from Elkon Products to Alberta Environment & Protected Areas
4. Continuation of above # 3
5. Email from Alberta Environment & Protected Areas stating that no authorization is required by them
6. Map from Class 1 gravel pit as on file with Alberta Environment & Protected Areas
7. Map showing proposed silica fume drying area outside of Class 1 gravel pit, and haul routes that use existing haul routes within Class 1 gravel pit
8. Plant layout diagram

PROCESS DESCRIPTION

Material

Silica Fume is a by-product of the ferrosilicon industry, serving as a highly pozzolanic material used to enhance the mechanical and durability properties of concrete. Silica Fume, which is another name for Silica Dioxide, is the primary constituent of sand.

Logistics

The material will be transported by trucks from a landfill site in Oregon and dumped on the asphalt storage pad of the process area. It will be picked up with a wheel loader and dumped into the feed hopper of the Thermoplant heater/dryer and proceed through the drying drum (similar to an asphalt aggregate drying drum). This dryer is equipped with an extensive baghouse that removes the particles from the heater exhaust and re-deposits them back into the dried product. This dried product will exit the drier via enclosed belt auger and enter a hammermill. The only purpose of the hammermill is to ensure that all larger particles, that do not break down in the drier, will be broken down to their smaller, natural grain size that we require. (similar to a lump of mud that has been dried and hit with a hammer to reduce it to its natural grain size).

Once the product exits the hammer mill it enters into a completely sealed system and is transferred pneumatically to the storage hoppers. These storage hoppers are equipped with their own baghouses also for dust abatement.

Trucks hauling the finished product from the storage hoppers are the same pneumatic trailers that haul cement all over our country. These trucks/trailers will be loaded pneumatically using the same sealed process described above.

Trucks entering and exiting this facility will use the haul roads/routes laid out in the following maps.

Letter from Elkon Products to AE & PA

May 18, 2023.

Dear Alberta Environment and Protected Areas,

I am writing to you to express our ongoing frustration in getting approvals to start drying. It is urgent for us to receive the necessary approvals that will allow us to proceed with drying the silica fume. Unfortunately, we have been waiting for a formal response since our initial request on March 9.

We want to emphasize the critical nature of our dry Silica Fume supply for various upcoming significant infrastructure projects within the province, as well as the needs of the oilfield. Alberta Infrastructure, along with our customers such as Eagle Precast, Lafarge Materials, Heidelberg, and RMC, are relying on our Silica Fume to meet their project schedules. The upcoming work on the Calgary Deerfoot, Edmonton LRT, and the bridge deck on Highway 2 at Airdrie all necessitate our timely supply.

After a thorough review of the Alberta Designation Regulation, we learned that under the Environmental Protection and Enhancement Act, referencing the Activities Designation Regulation, the definition of a "chemical manufacturing plant" under Schedule 1, Division 2 of the Activities Designation does not apply to the drying of silica fume activity. Our activity does not involve the manufacturing of chemicals, but rather it is a mineral processing activity. Consequently, there is no provision within the Activities Designation Regulation that designates this activity as requiring authorization under the Environmental Protection and Enhancement Act (EPEA). Although the activity may bear some resemblance to an "asphalt paving plant" by process, it is clear that the definition does not align with our operations. Another possible category could be "mineral processing," but unfortunately, this activity is not included in the list of designated activities. As a result, we find no reference in the ADR that adequately describes this specific activity, thereby suggesting that there is no basis for the Alberta Environmental Protection Agency (EPA) to require any specific authorization or permit for our operations. We are now requesting an exemption be granted immediately.

If it would be beneficial, we are prepared to engage with the decision committee by arranging meetings or providing any additional information they may require. Our goal is to demonstrate the importance of granting the exception and highlight the positive impact it will have on these crucial infrastructure projects.

Once again to clarify, our plant will solely be using a Thermoplant heater to dry Silica Fume, which is another name for Silica Dioxide, the primary constituent of sand. The material will be imported from a landfill site in Oregon and falls under HS code 2811.22.00.90, pertaining to "other inorganic acids and other inorganic oxygen compounds of non-metals." Essentially, it is a mineral. We want to emphasize that there will be no additional modifications or crushing of the material during the drying process. All water used in the process will be captured, and no grinding aids or additional materials will be introduced. The imported material will be stored in a concrete-walled asphalt base bin with a maximum capacity of 500 tonnes. Processed materials will be kept in steel silos equipped with concrete industry-type baghouses, ensuring that any dust produced is contained and returned to the silo.

Silica Fume is a by-product of the ferrosilicon industry, serving as a highly pozzolanic material used to enhance the mechanical and durability properties of concrete. Our plant will process approximately 45,000 tons of material over eight years and will operate based on demand and seasonally. All material will be directly transported to and from the site and stored in a silo. Our plant significantly differs from

the Cementec plant, as we solely focus on drying Silica Fume without using a ball mill or adding other products. Our plant will be set up as a portable unit, utilizing rig mats and wheels rather than piles or foundations.

It is crucial to differentiate our plant's operations from those of Cementec in Calgary. Cementec's Approval under the Environmental Protection and Enhancement Act is based on its manufacturing process, which involves crushing the material using a ball mill and adding other materials to create a finished product. In contrast, our plant will solely focus on drying Silica Fume without any additional materials being added or removed. By highlighting this distinction, we support our argument that our plant should not be categorized as a chemical manufacturing plant.

We want to assure you that our plant is fully committed to complying with all relevant environmental regulations and requirements. Therefore, we kindly request you reconsider categorizing our plant as a simple material drying facility. In our opinion, this is an activity that is not addressed in the Activities Designation Regulation and should be appropriately regulated through municipal bylaws, occupational safety laws, and the general provisions of EPEA.

Thank you for your attention to this matter. We understand the challenges you face in balancing environmental protection and economic growth. We look forward to your prompt response and appreciate your supporting an Alberta-based business.

Best Regards,

Kelly Hines
Elkon Products Inc.
Director of Sales and Marketing North America

From: Tara McKenna <tara.mckenna@gov.ab.ca>

Sent: Friday, May 19, 2023 11:41 AM

To: Thane Hurlburt

Michael Boh <Michael.Boh@gov.ab.ca>

Cc: Kelly Hines ·

Subject: RE: Silica Fume Drying

Good morning Thane,

Thank you for your patience during the re-assessment of your inquiry. Upon review of your process description, it has been determined that your proposed activity is not considered chemical manufacturing and thus, the general provisions of the Environmental Protection and Enhancement Act (EPEA) apply and no authorization is required under EPEA.

Please let me know if you would like to discuss further.

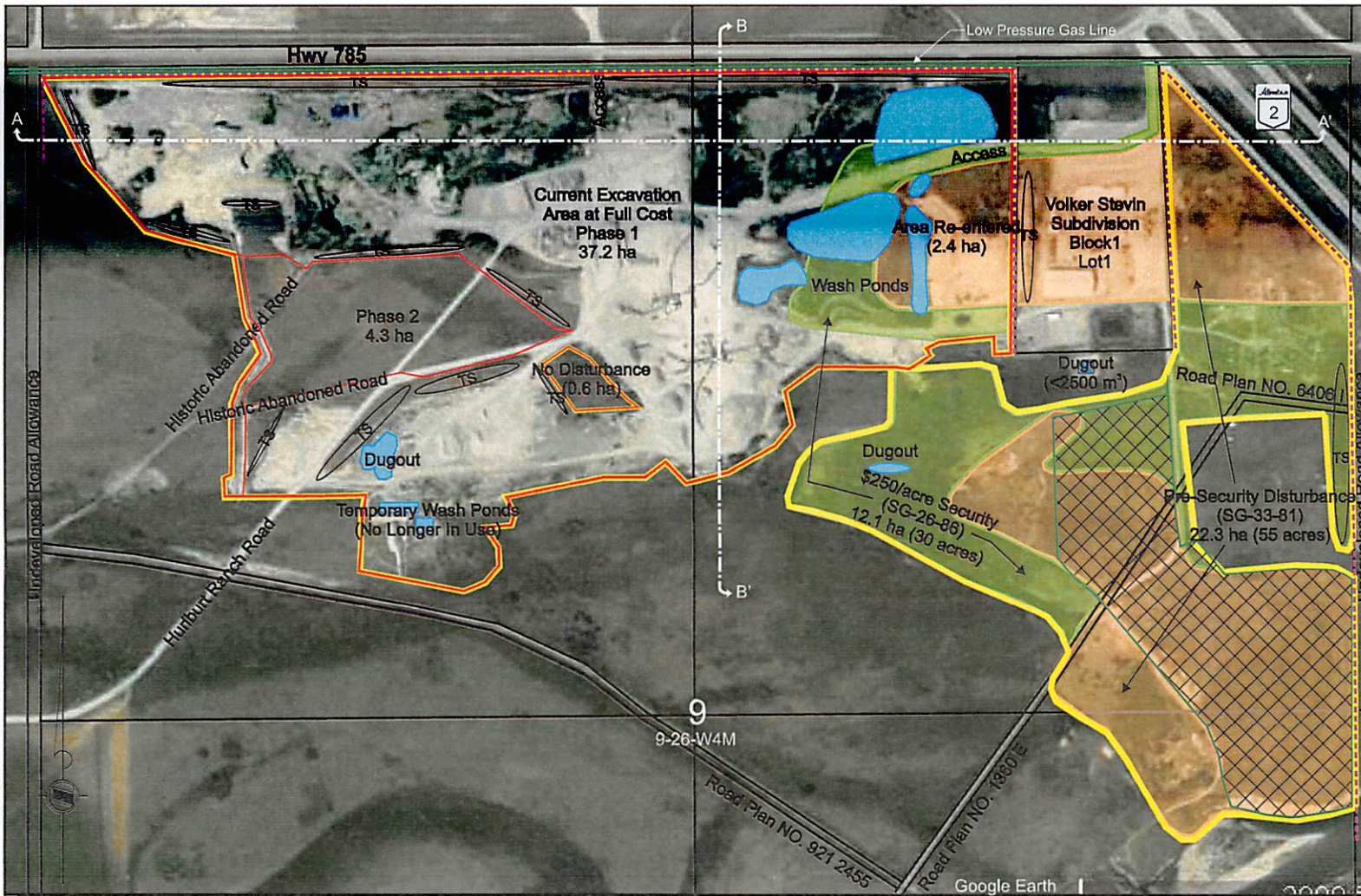
Regards,

Tara McKenna P.Eng.

Industrial Approvals Team Lead

(403) 381-5997





HURLBURT RANCH LTD.

HURLBURT RANCH PIT #1

FIGURE 1: DEVELOPMENT PLAN
WITHIN N 1/2, SE SEC. 9, TWP. 9, RGE. 26, W.4M
MD OF WILLOW CREEK, ALBERTA

ACCESS ROUTE MAP



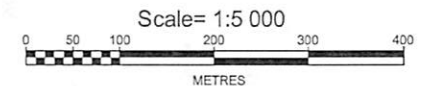
Taken From: <http://www.mdw.wilowcreek.com/indexpoint.html>

LEGEND

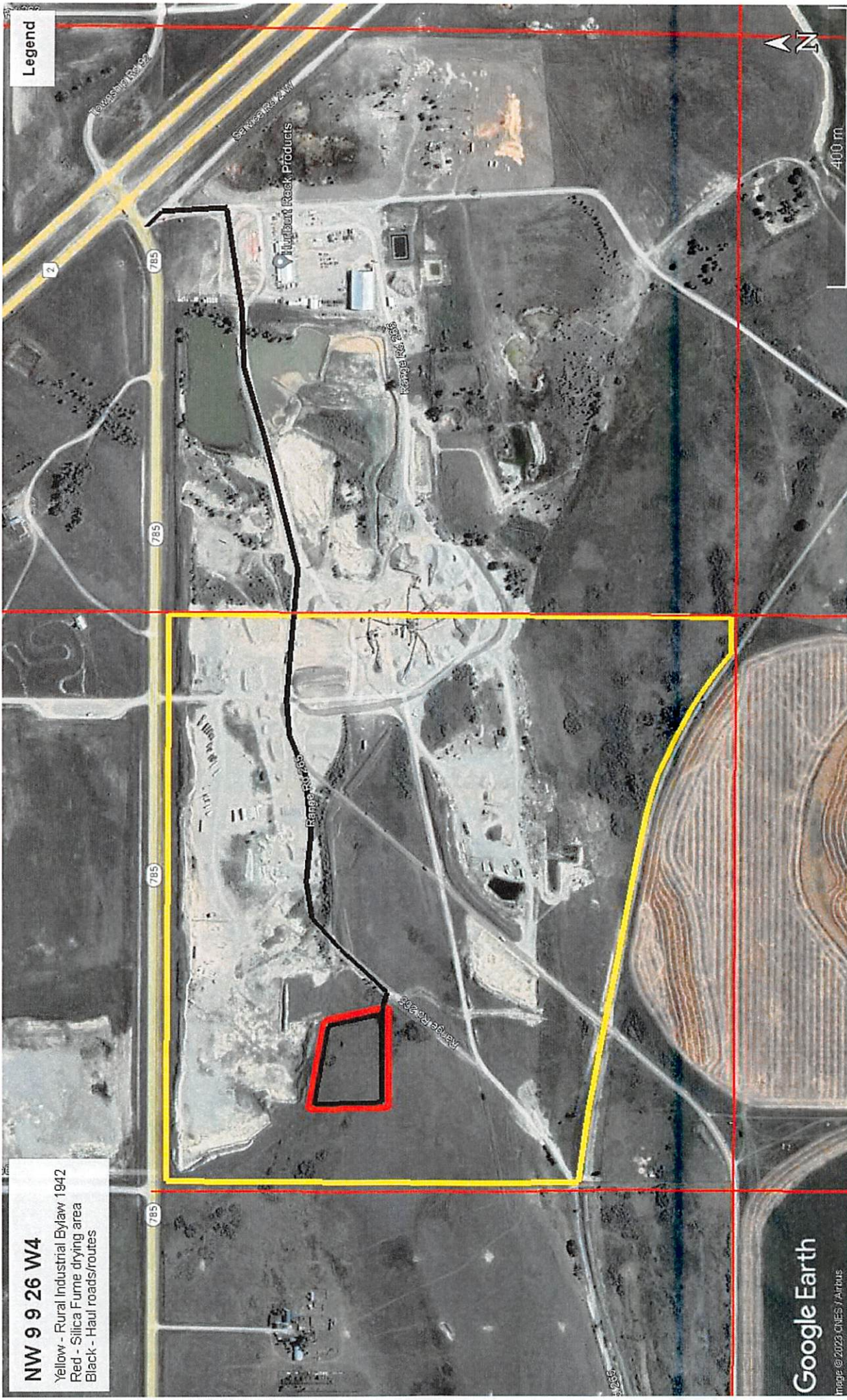
FEATURES

- | | | | | | |
|-----------------------------|-------|--------------------------------------|--|---------------------------------|--|
| Property Boundary..... | ————— | Topsil Stockpile..... | | Reclaimed to Pasture..... | |
| Development Area..... | | Water Body..... | | Municipal Road Plan..... | |
| Excavation Area..... | | Pre-Security Disturbance..... | | Location of Cross Sections..... | |
| 3 m Undisturbed Buffer..... | | Area Disturbed under \$250/acre..... | | Pipeline ROW..... | |

TWERDOFF & ASSOCIATES INC.
ENVIRONMENT GEOSCIENCE



Rev.	Description	Date
0	ORIGINAL ISSUE	Feb 23, 2018
	Airphoto Date:06/10/2015	Drawn DT
	TWERDOFF & ASSOCIATES INC.	Checked DT
		File No. 17-123

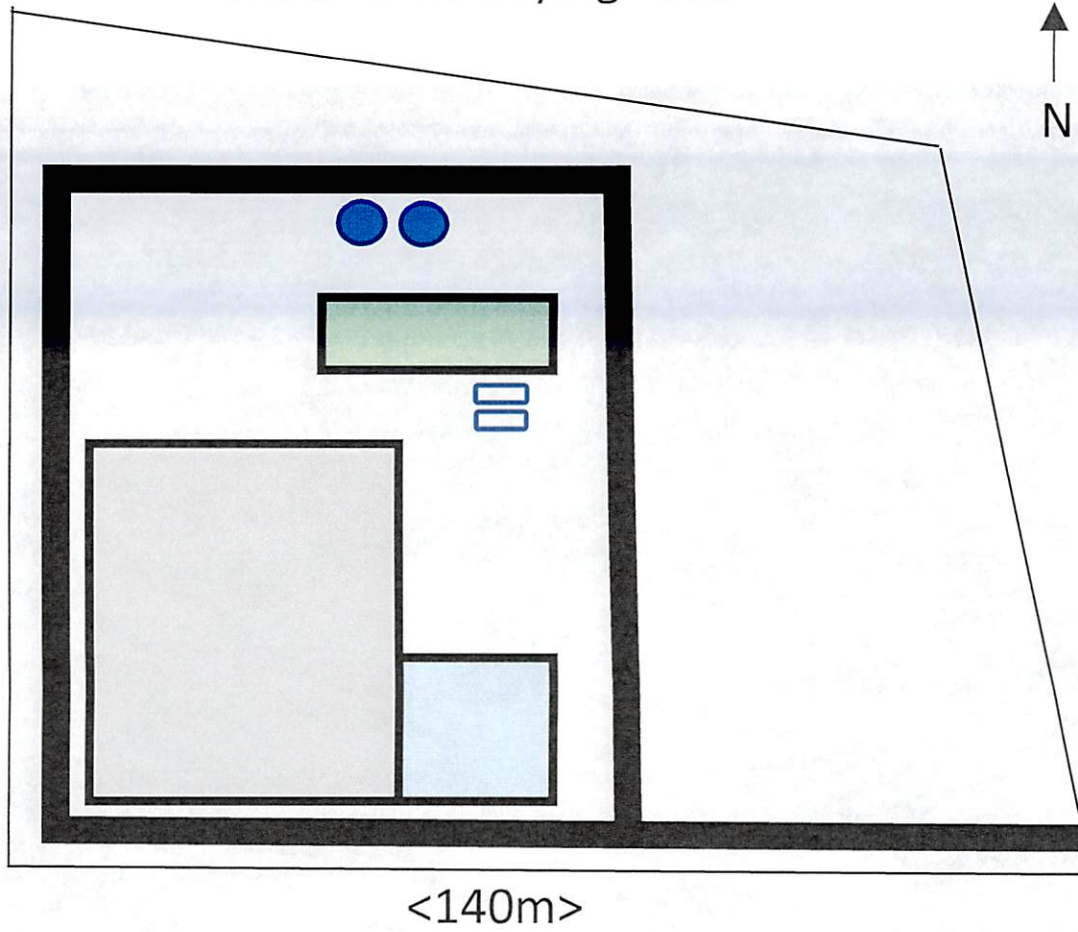


NW 9 9 26 W4
Yellow - Rural Industrial Bylaw 1942
Red - Silica Furne drying area
Black - Haul roads/routes

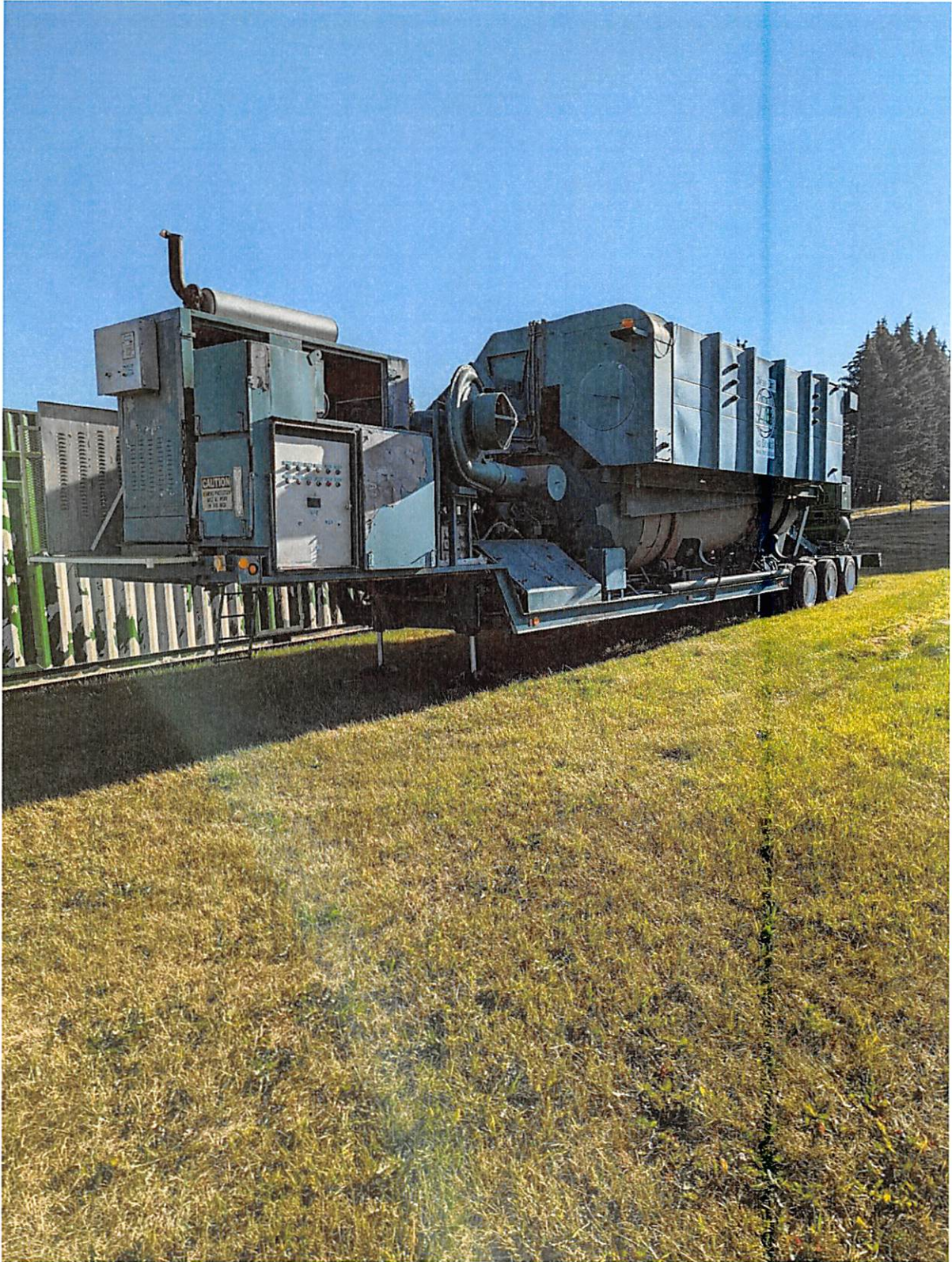
Legend

Google Earth
Image © 2023 CNES / Airbus

Silica Fume Drying Area



-  Roadways
-  Stockpile Area
-  Dryer
-  Storm water pond
-  Dried Product Silos
-  Propane Tanks















LAND TITLE CERTIFICATE

S
 LINC SHORT LEGAL TITLE NUMBER
 0035 454 420 1213346;1;3 121 298 105

LEGAL DESCRIPTION

DESCRIPTIVE PLAN 1213346
 BLOCK 1
 LOT 3
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 63.02 HECTARES (155.73 ACRES) MORE OR LESS

ATS REFERENCE: 4;26;9;9;NW
 ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 121 298 058
 121 298 033

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
121 298 105	15/11/2012	DESCRIPTIVE PLAN		

OWNERS

HURLBURT RANCH LTD.

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
841 107 155	21/06/1984	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED.
891 245 424	22/11/1989	CAVEAT RE : EASEMENT CAVEATOR - HURLBURT RANCH LTD. BOX 1119

 ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
 # 121 298 105

REGISTRATION
 NUMBER DATE (D/M/Y) PARTICULARS

FORT MACLEOD
 ALBERTA T0L0Z0
 AGENT - THANE HURLBURT

931 113 027 19/05/1993 UTILITY RIGHT OF WAY
 GRANTEE - AGT LIMITED.
 AS TO PORTION OR PLAN:9212445
 TAKES PRIORITY OF CAVEAT 911229143
 REGISTERED 09/12/91

031 066 150 27/02/2003 EASEMENT
 OVER AND FOR BENEFIT OF: SEE INSTRUMENT

031 066 151 27/02/2003 EASEMENT
 OVER AND FOR BENEFIT OF: SEE INSTRUMENT

051 480 580 16/12/2005 EASEMENT
 AS TO PORTION OR PLAN:0513777
 OVER LOT 1 IN BLOCK 1 ON PLAN 0513776 FOR BENEFIT
 OF PORTIONS OF NORTH HALF OF SECTION 4, PORTIONS
 OF NORTH HALF OF SECTION 5, THE SOUTH HALF OF
 SECTION 8 AND PORTIONS OF SECTION 9 ALL IN
 TOWNSHIP 9 RANGE 26 WEST OF THE FOURTH MERIDIAN

171 113 168 29/05/2017

TOTAL INSTRUMENTS: 007

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
 ACCURATE REPRODUCTION OF THE CERTIFICATE OF
 TITLE REPRESENTED HEREIN THIS 9 DAY OF
 JANUARY, 2023 AT 11:43 A.M.

ORDER NUMBER: 46205641

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

(CONTINUED)

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



Agenda Submission

Submission Title

MD of Willow Creek Development Application 057-23 Van Huigenbos Farms Ltd. - Request for comments.

Agenda Section

New Business

Meeting Type

Regular Council Meeting

Meeting Date

06/12/2023

Recommendation

For information.

Send an Email to MDWC that TOFM has / has no comments or concerns at this time.

Rationale**Background****Financial Implications****Attachments**

057-23 Van Huigenbos Farms- scale_Redacted.pdf

6.21MB

Submitter Name

Keli Sandford

Email

development@fortmacleod.com

Director Name

Adrian Pedro

Director Email

operations@fortmacleod.com

Department

Operations

Date

6/7/2023

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
#26-Hwy 520, Box 550, Claresholm, Alberta T0L 0T0
Phone: (403) 625-3351 Fax: (403) 625-3886
Email: development@mdwillowcreek.com

NOTICE OF MUNICIPAL PLANNING COMMISSION MEETING

Form B

Application No. 057-23

TO: Adjacent Landowners

Notice is hereby given that an application is being made for a development permit with regard to the following:

NAME OF APPLICANT: Van Huigenbos Farms Ltd.

TYPE OF DEVELOPMENT: Construction of a 21 ft x 85 ft truck scale and a 21 ft x 80 ft grain unload platform to service the existing feedlot. And a waiver to the setback requirement, to be no less than 56 ft from the property line on Range Road 263.

LEGAL DESCRIPTION OF SITE: Ptn of SE-21-09-26-W4M

PLACE OF MEETING: Municipal Administration Building, Claresholm

TYPE OF MEETING: Regular Municipal Planning Commission

DATE OF MEETING: 9:00 a.m. on Wednesday, June 14, 2023

This development application and all associated information are available for viewing at the Municipal Office at the address shown above during normal hours of operation, or website at www.mdwillowcreek.com. Please go to the website for any future amendments to this notification and/or application.

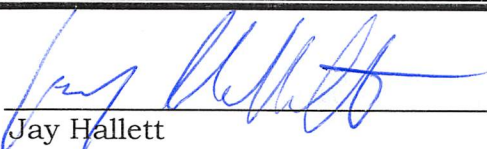
Any person affected by the said proposal has the right to present a written brief prior to the hearing and/or to be present and be heard at the meeting. Any information submitted will become available to the public and may also be shared with the applicant and appropriate government/other agencies and is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIP). If you have any questions, please contact The Municipal District of Willow Creek No. 26.

Persons requesting to be heard at the meeting shall submit a written request to be heard to the development officer not later than:

Monday June 5, 2023 (10 consecutive days from the date of this notice)

DATE: May 26, 2023

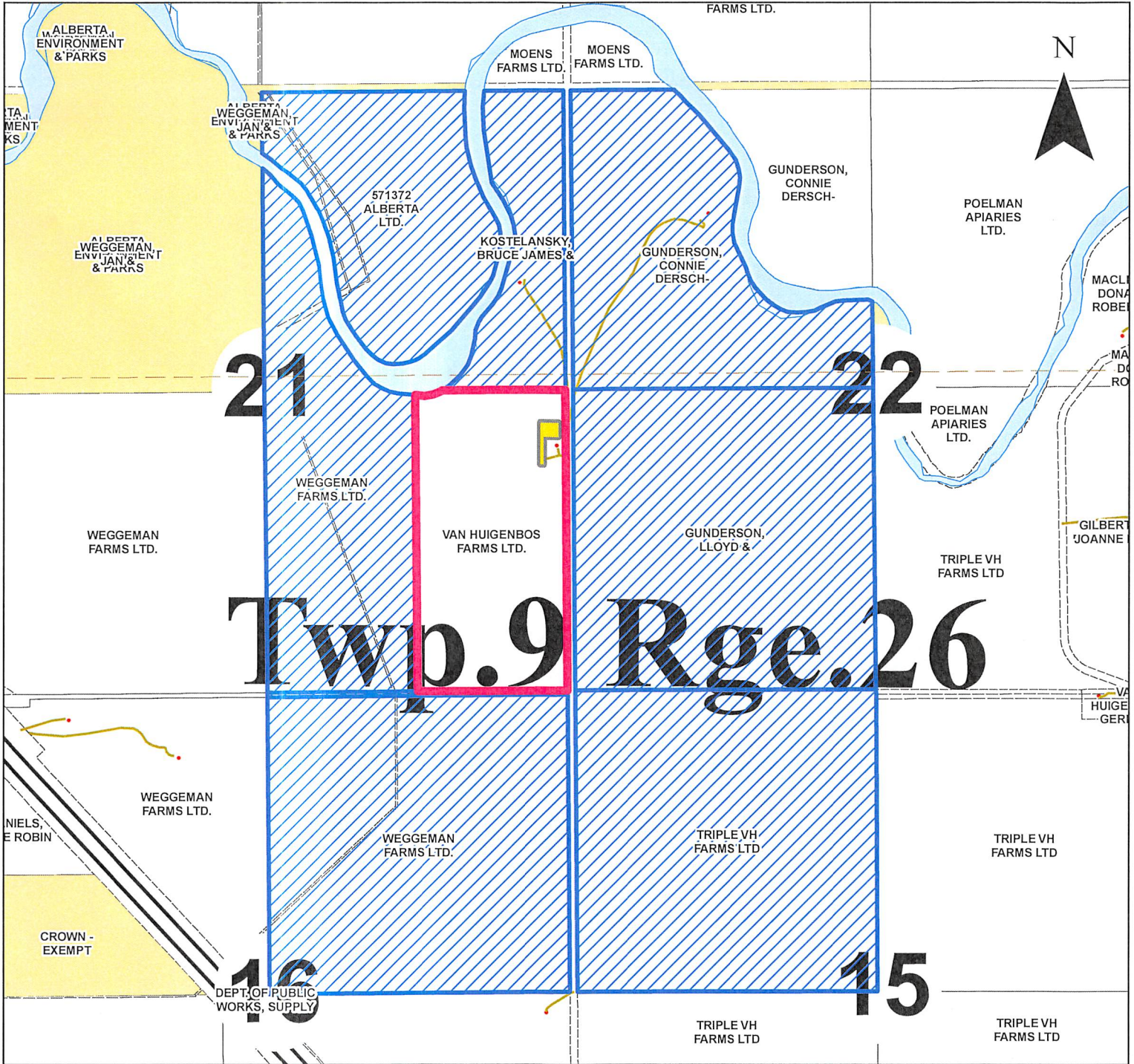
SIGNED:



Jay Hallett
Development Officer
MD of Willow Creek No. 26

DEVELOPMENT NOTIFICATION MAP

Development Application No. 057-23



Development Permit 057-23 Van Huigenbos Farms Ltd.

Construction of a truck scale, grain unload platform and a waiver to the setback

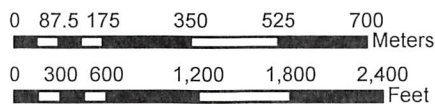
Ptn of SE-21-09-26-W4

Jay Hallett
Development Officer

Legend

-  Land Owner
-  Adjacent Land Owners
-  Proposed Development Location

N.T.S - For Information Only



Service Layer Credits: All Information Contained Within This Map Remains The Property of The M.D. of Willow Creek And Should Be Used For Information Purposes Only.



Municipal District of Willow Creek No. 26
P.O. Box 550
#273129 Secondary Highway 520
Claresholm, AB
T0L 0T0
Tel: 403-625-3351

2187-000

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26
Box 550, Claresholm, AB T0L 0T0
Phone (403) 625-3351 Fax (403) 625-3886 www.mdwillowcreek.com

FOR OFFICE USE ONLY
RG / MPC
Application No. <u>057-23</u>
Fees Submitted: \$ _____
Site Inspection: <u>May 18, 2023</u>

APPLICATION FOR A DEVELOPMENT PERMIT

IMPORTANT: This information may also be shared with appropriate government/other agencies (e.g. Alberta Agriculture, Food and Rural Development; Alberta Environment; the regional health authority), and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact The Municipal District of Willow Creek No. 26.

Form A

APPLICANT: Van Huigenbos Farms Ltd Telephone _____
 ADDRESS: P.O. Box : Moosehead, AB T0L 0Z0 Email: _____
 MUNICIPAL ADDRESS: _____ Bus/Cell: _____
 REGISTERED OWNER: Henry & Kari Van Huigenbos Telephone: _____

LEGAL DESCRIPTION: Lot(s) _____ Block _____ Plan _____

OR: Quarter SE Section 21 Township 09 Range 26 W 4 M

EXISTING USE: Currently a non-developed setback

PROPOSED USE: _____

PARTICULARS OF PROPOSED DEVELOPMENT: Truck scale and grain unboard
The grain unboard and truck scale will be partially
below grade. Maximum of 4' of height above grade.
Will have no impact on traffic or road conditions due to

Additional information or clarification can be helpful in processing the application without delay. You may wish to use the back of this form, or attach a separate sheet with such information. Please fill out the Right of Entry authorization on reverse.

REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:

I/we agree to the collection and sharing of this information contained in this application, and any other information may be required to verify and evaluate this application as explained above. I have submitted particulars concerning the completion of the proposed development and agree to comply in all respects with any conditions that may be attached to any development permit that is issued and with any other bylaws that are applicable. I am aware I may be required to pay for all local improvement costs, which include drainage, sidewalks, road construction, street lighting, water and sewer main extensions, utility connection fees and installation costs at the present established rate.

I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify the registered owner(s) of the land described above is aware of this application.

DATE: May 11, 2023 SIGNED: _____

 Applicant


IMPORTANT: See Over

loading snow

ADDITIONAL INFORMATION: _____

IMPORTANT:

1. Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term "development" includes any change in the use of buildings or land.
2. Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as an official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood any development by the applicant within 21 days after receipt of a Development Permit is at his own risk.
3. Please submit a plan or drawing showing locations of existing and proposed buildings, roads, services, boundaries, etc. in sufficient detail to ensure proper consideration of the application. Measurements may be metric or imperial units. It is desirable the plans and drawings should be on scale appropriate to the development, as follows:
Site plans – ratio of 1:1000 or 1:1500
Other drawings – ratio of 1:100 or 1:200
or as required by the Development Officer. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared.
4. If a decision is not made within 40 days from the date of the receipt of the application in its complete and final form, the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period unless an agreement for a time extension has been entered into with the municipality.

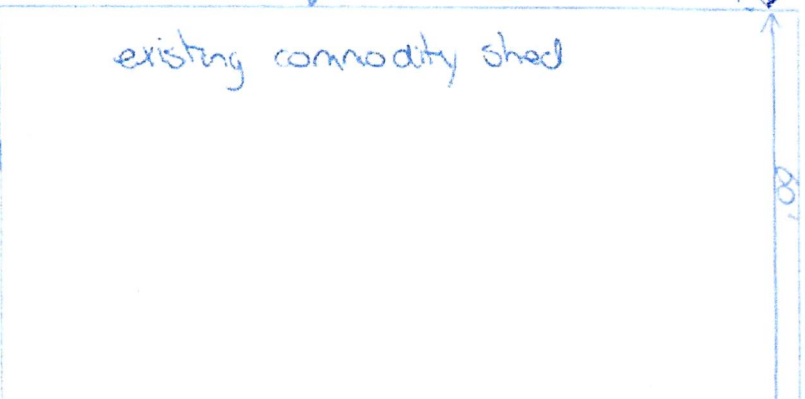
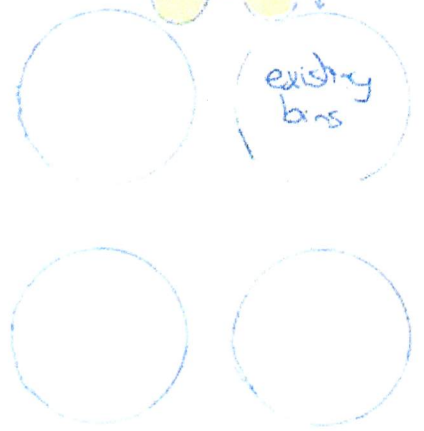
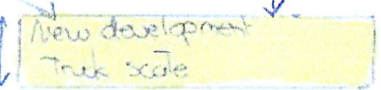
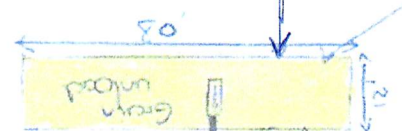
RIGHT OF ENTRY: I hereby authorize representatives of The Municipal District of Willow Creek No. 26 to enter my land for the purpose of conducting a site inspection in connection with this application. This right is granted pursuant to Section 542(1) of the <i>Municipal Government Act</i> .	
DATE: <u>May 13, 2023</u>	LANDOWNER(S): <u>Henry Van Hugenbos</u> (Print)
	LANDOWNER(S): _____ int)
	SIGNED: _____  _____ Registered Landowner(s)

RR 263



Property line

Items highlighted in yellow are proposed new development. Both the scale and unroad are a maximum of 3' above grade.



40'

220'

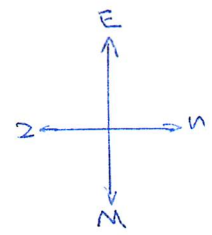
95'

95'

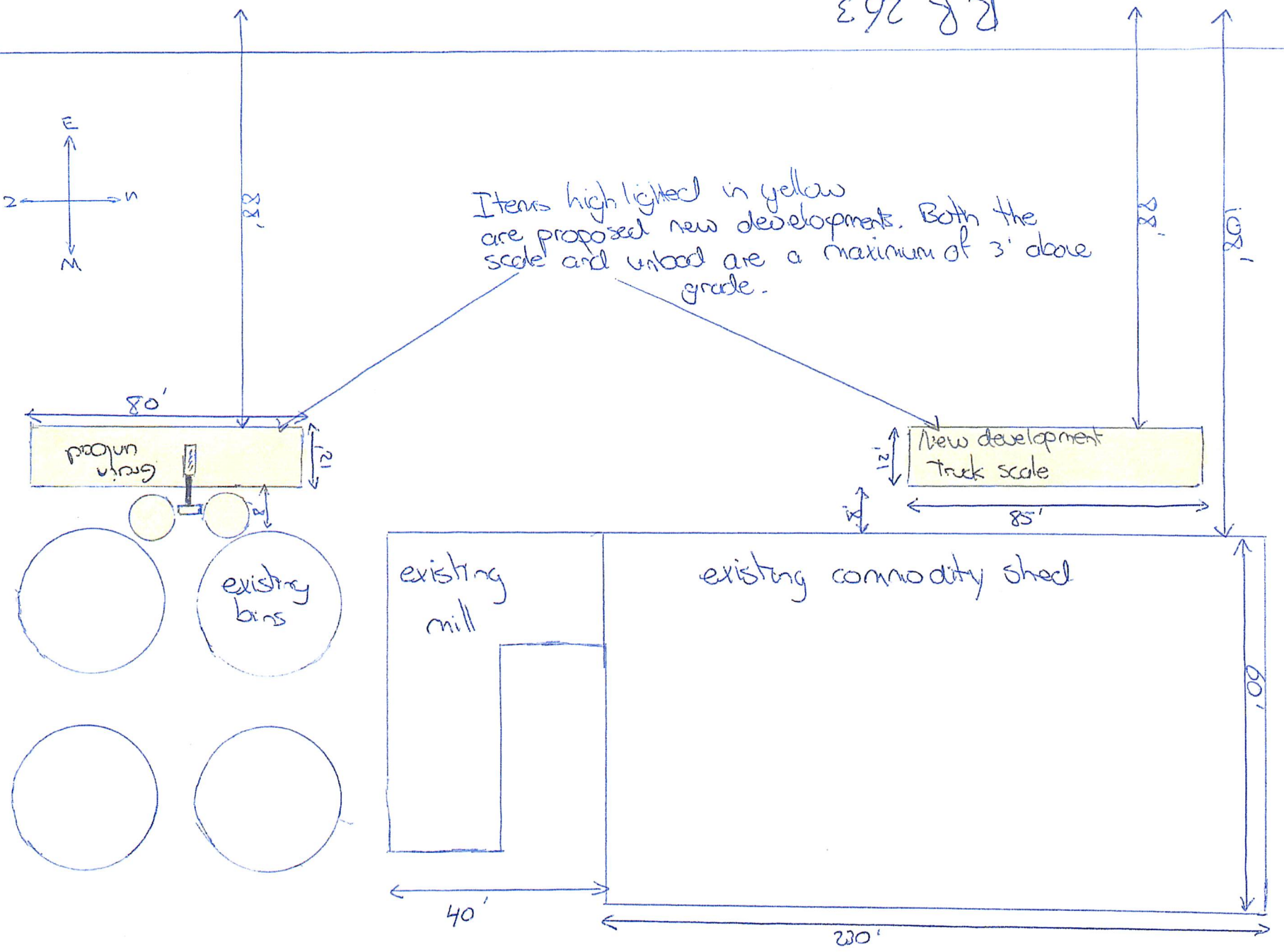
97'

80'

R R 263



Items highlighted in yellow are proposed new developments. Both the scale and unboad are a maximum of 3' above grade.



Jay Hallett

From: Henry Van Huigenl
Sent: Thursday, May 25, 2023 7:54 AM
To: Jay Hallett
Subject: Re: Re:

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Morning Jay,

Can I send an eft or e-transfer for that amount or cheque?

As for the scale it will not be used for commercial purposes. All incoming commodities are bought by us and all outgoing commodities are owned by us.

On Wed, May 24, 2023 at 3:39 PM Jay Hallett <Jay@mdwillowcreek.com> wrote:

Hi Henry

Just a couple of other things.

- We require payment, \$100 for the application & \$300 for the setback waiver.
- Could you please clarify that the scale and load deck will be used only for your feedlot and other properties and NOT for commercial purposes.

Thanks

Jay Hallett

Development Officer

M.D. of Willow Creek

Phone: 403-625-3351 Ext: 222

Cell: 403-682-7855



From: Henry Van Huigenbos
Sent: Wednesday, May 24, 2023 12:57 PM
To: Jay Hallett <Jay@mdwillowcreek.com>
Subject: Re:

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

Please find the drawing attached.

Thank you

Henry & Kari Van Huigenbos

Van Huigenbos Farms

On Wed, May 24, 2023 at 9:36 AM Jay Hallett <Jay@mdwillowcreek.com> wrote:

That's fine for the shed Henry but I will need a new site plan showing setbacks to the road for everything.

Jay Hallett

From: Minyukova, Veronika <veronika.minyukova@atco.com>
Sent: Friday, May 26, 2023 3:29 PM
To: Jay Hallett
Subject: RE: Development Application 057-23 NOM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

ATCO Gas has no objections to the proposed Development Permit.

Thanks!

Veronika Minyukova

Summer Student

ATCO Gas | Land

From: Jay Hallett <Jay@mdwillowcreek.com>
Sent: Friday, May 26, 2023 8:46 AM
Subject: Development Application 057-23 NOM

Caution – This email is from an external source. If you are concerned about this message, please report using Phish Alert Button in your Outlook for analysis.

Please see attached a copy of Development Application 057-23 Notice of Meeting and application for your comment.

Thanks

Jay Hallett

Development Officer

M.D. of Willow Creek

Phone: 403-625-3351 Ext: 222

Cell: 403-682-7855



This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and or privileged information. Please contact me immediately if you are not the intended recipient of this communication. Do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0021 805 891 4;26;9;21;;1,8 961 098 922

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 26 TOWNSHIP 9
SECTION 21
LEGAL SUBDIVISIONS 1 AND 8 IN THE SOUTH EAST QUARTER
CONTAINING 32.4 HECTARES (80 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 841 009 285

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
961 098 922	08/05/1996	TRANSFER OF LAND		

OWNERS

VAN HUIGENBOS FARMS LTD.
OF BOX 2517
FORT MACLEOD
ALBERTA T0L 0Z0
(DATA UPDATED BY: CHANGE OF ADDRESS 001276938)
(DATA UPDATED BY: CHANGE OF ADDRESS 181190671)
(DATA UPDATED BY: CHANGE OF NAME 191181664)

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
3839HM	30/05/1958	EASEMENT " (EXTENDED BY) OVER 4;26;9;21;;2,7"
2716HR	31/03/1959	EASEMENT AFFECTED LAND: 4;26;9;21;;1,8

(. CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
961 098 922

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
		"(SUBJECT TO) IN FAVOUR OF 4;26;9;21;;2,7"
6871KY .	28/06/1971	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "PORTION DESCRIBED - REGISTRATION NUMBER CORRECTED MAY 29/18 BY 181108647"
801 117 254	08/08/1980	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED.
861 092 263	06/06/1986	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320 - 17 AVENUE S.W. CALGARY ALBERTA T2S2Y1 "PORTION DESCRIBED" (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 001289216) (DATA UPDATED BY: CHANGE OF NAME 051016608)
101 094 614	06/04/2010	UTILITY RIGHT OF WAY GRANTEE - SOUTH ALTA RURAL ELECTRIFICATION ASSOCIATION LIMITED. P.O. BOX 1657 CLARESHOLM ALBERTA T0L0T0
131 181 307	26/07/2013	MORTGAGE MORTGAGEE . UNIT 156, . LETHBRIDGE ALBERTA T1. ORIGINAL P
151 050 660	19/02/2015	UTILITY RIGHT OF WAY GRANTEE - LETHBRIDGE NORTHERN IRRIGATION DISTRICT. AS TO PORTION OR PLAN:1211867 TAKES PRIORITY DATE OF CAVEAT 111134565 REGISTERED 01/06/2011
171 077 591	11/04/2017	AMENDING AGREEMENT
181 176 199	22/08/2018	AMENDING AGREEMENT

(CONTINUED)

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

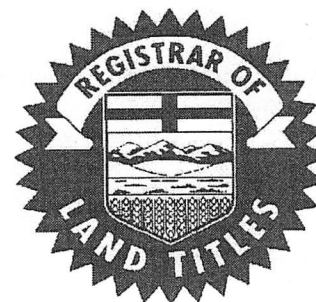
221 188 301 06/09/2022 CAVEAT
RE : UTILITY RIGHT OF WAY
CAVEATOR - FORTISALBERTA INC.
320-17 AVE SW
CALGARY
ALBERTA T2S2V1
AGENT - JEFF KAENEL

TOTAL INSTRUMENTS: 011

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 12 DAY OF MAY,
2023 AT 04:44 P.M.

ORDER NUMBER: 47230263

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

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APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).