



**Town of Fort Macleod
Council Meeting Agenda**

Tuesday, October 10, 2023, 7:00 pm
Council Chambers
G.R. Davis Administration Building
410 20th Street
Fort Macleod, AB T0L 0Z0

Mayor Brent Feyter, Deputy Mayor Marco Van Huigenbos

		Pages
A.	CALL TO ORDER	
B.	MOMENT OF REFLECTION	
C.	APPROVAL OF AGENDAS	
C.1	CONSENT AGENDA	
C.1.a	COUNCIL MEETING MINUTES	
C.1.a.a	Council Meeting Minutes - September 26, 2023	3
C.1.a.b	F&I Committee of the Whole Minutes - October 4, 2023	6
C.1.b	CORRESPONDENCE AND INFORMATION ITEMS	
C.1.b.a	Regional Housing Initiative Support	8
C.1.c	FINANCIALS	
C.1.c.a	Cheque Listing October 4, 2023	9
C.1.d	COMMITTEE REPORTS <i>(First meeting of the month)</i>	
C.1.d.a	FCSS <i>Councillor Mackenzie Hengerer</i>	15
C.2	REGULAR MEETING AGENDA	
D.	FOR THE GOOD OF COUNCIL	
E.	DELEGATIONS	
F.	PUBLIC HEARINGS	
G.	CONSIDERATION OF DELEGATIONS and PUBLIC HEARINGS	
H.	UNFINISHED BUSINESS	
I.	NEW BUSINESS	
I.1	Bylaw 1976: Environmental Reserve Boundary Adjustment <i>Gavin Scott, ORRSC</i>	17
I.2	Community Reserve Removal of Designation <i>Gavin Scott, ORRSC</i>	27
I.3	2024 Fortis Alberta Inc. Franchise Fee <i>Director of Finance, Kris Holbeck</i>	30

I.4	Legacy Of Our Land Banquet <i>Anthony Burdett, CAO</i>	34
I.5	Community Hall Rental Fee Waiver Request <i>Liisa Gillingham, Director of Community & Protective Services</i>	36
I.6	Southern Alberta Intercollegiate Rodeo Sponsorship Opportunity <i>Liisa Gillingham, Director of Community & Protective Services</i>	38
J.	ADMINISTRATIVE REPORTS <i>(Quarterly - January, April, July, October)</i>	
J.1	CAO	44
J.2	DIRECTOR OF OPERATIONS	46
J.3	DIRECTOR OF FINANCE	59
J.4	DIRECTOR OF COMMUNITY & PROTECTIVE SERVICES	62
J.5	MOTION LIST	64
K.	IN CAMERA	
K.1	Personnel <i>FOIP Section 17</i>	
L.	ADJOURNMENT	



**Town of Fort Macleod
Council Meeting Minutes**

**Monday, September 25, 2023, 7:00 pm
Council Chambers
G.R. Davis Administration Building
410 20th Street
Fort Macleod, AB T0L 0Z0**

Council Present: Mayor Brent Feyter, Councillor Aaron Poytress, Councillor Christina Fox, Councillor Mackenzie Hengerer, Councillor Jim Monteith, Councillor Marco Van Huigenbos

Regrets: Councillor Gord Wolstenholme

Administration: Anthony Burdett, CAO, Kris Holbeck, Director of Finance, Meranda Day Chief, Executive Assistant

A. CALL TO ORDER

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

B. MOMENT OF REFLECTION

C. APPROVAL OF AGENDAS

C.1 CONSENT AGENDA

R.205.2023

Moved by: Councillor Fox

That Council approves the consent agenda moving item C1ba. Public Service Announcements: Alberta Health Services to New Business item I3.

CARRIED

C.1.a COUNCIL MEETING MINUTES

C.1.a.a COUNCIL MEETING MINUTES - SEPTEMBER 11, 2023

C.1.a.b COTW MEETING MINUTES - SEPTEMBER 19, 2023

C.1.b CORRESPONDENCE AND INFORMATION ITEMS

C.1.c FINANCIALS

C.1.d COMMITTEE REPORTS

C.2 REGULAR MEETING AGENDA

R.206.2023

Moved by: Councillor Poytress

That Council approves the meeting agenda, moving item C1ba.Public Service Announcements: Alberta Health Services to item I3. New Business.

CARRIED

D. FOR THE GOOD OF COUNCIL

E. DELEGATIONS

F. PUBLIC HEARINGS

G. CONSIDERATION OF DELEGATIONS and PUBLIC HEARINGS

H. UNFINISHED BUSINESS

H.1 HOTEL FEASIBILITY STUDY

R.207.2023

Moved by: Councillor Monteith

That Council accepts the Hotel Feasibility Phase 1 Preliminary Projections report from Cushman & Wakefield as presented and further directs Administration to work with the Fort Macleod Chamber of Commerce to utilize and market the report to attract potential hotel investors to Fort Macleod.

CARRIED

H.2 REQUEST FOR PROPOSAL: AFFORDABLE HOUSING INITIATIVE

R.208.2023

Moved by: Councillor Hengerer

That Council awards the Fort Macleod Affordable Housing Initiative Request for Proposal to VB Block Commercial Inc. as presented.

CARRIED

I. NEW BUSINESS

I.1 LETTER OF SUPPORT: REGIONAL HOUSING SUPPLY INITIATIVE

R.209.2023

Moved by: Councillor Hengerer

That Council directs Administration to draft and send a letter to Honourable Jason Nixon, Minister of Seniors, Community and Social Services, supporting Alberta SouthWest's proposed regional solution for housing supply for proof of concept in principle.

CARRIED

I.2 2024 ATCO GAS AND FRANCHISE LTD. FRANCHISE FEE

R.210.2023

Moved by: Councillor Fox

That Council approves the 2024 Atco Gas and Pipelines Ltd. (ATCO) franchise fee to be set at 12.5%.

CARRIED

I.3 PUBLIC SERVICE ANNOUNCEMENTS: ALBERTA HEALTH SERVICES

R.211.2023

Moved by: Councillor Fox

That Council accepts the Public Service Announcements: Alberta Health Services as information and further directs Administration to continue collaborating with the Rural Health Professions Action Plan (RhPAP) for increased numbers of doctors in Fort Macleod.

CARRIED

J. ADMINISTRATIVE REPORTS

K. IN CAMERA

L. ADJOURNMENT

Mayor Feyter adjourned the meeting at 8:01 pm.

Mayor Brent Feyter

CAO Anthony Burdett



**Town of Fort Macleod
Finance & Infrastructure**

Committee of the Whole Council Meeting

**Wednesday, October 4, 2023, 12:00 pm
Conference Room
G.R. Davis Administration Building
410 20th Street
Fort Macleod, AB T0L 0Z0**

Council Present: Councillor Aaron Poytress, Councillor Christina Fox, Councillor Mackenzie Hengerer, Councillor Jim Monteith

Regrets: Mayor Brent Feyter, Councillor Marco Van Huigenbos, Councillor Gord Wolstenholme

Administration: Anthony Burdett, CAO, Adrian Pedro, Director of Operations , Kris Holbeck, Director of Finance, Meranda Day Chief, Executive Assistant

A. CALL TO ORDER

Councillor Mackenzie Hengerer chaired the meeting, calling the meeting to order at 12:16 pm.

B. APPROVAL OF AGENDA

R.212.2023

Moved by: Councillor Monteith

That Council approves the meeting agenda as presented.

CARRIED

C. NEW BUSINESS

C.1 ASSET MANAGEMENT

C.2 ALBERTA SUMMER GAMES

D. IN CAMERA

E. ADJOURNMENT

Councillor Mackenzie Hengerer adjourned the meeting at 1:24 pm.

Councillor Mackenzie Hengerer

CAO Anthony Burdett



September 27, 2023

Honourable Mr. Jason Nixon
Minister of Seniors, Community and Social Services
Office of the Minister
Seniors, Community and Social Services
227 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
E-mail: SCSS.minister@gov.ab.ca

RE: SUPPORT FOR REGIONAL INITIATIVE TO ADDRESS HOUSING SUPPLY

Dear Minister Nixon,

On behalf of Mayor & Council from the Town of Fort Macleod, we are writing to convey our support for the "Regional Solution for Housing Supply" project as presented by AND Villages Ltd. And Alberta SouthWest Regional Alliance. This initiative represents a notable opportunity to address the housing challenges we face and work collaboratively to provide a catalyst for housing in our municipality and region.

In Fort Macleod, as in many rural communities, the demand for various housing types is evident. We are particularly concerned about the pressing need for social housing to support vulnerable members of our community, affordable housing to address the challenges of our workforce, and senior housing to accommodate our aging population. These housing categories are integral to fostering inclusivity and ensuring the well-being of our residents.

We humbly request the support of Seniors, Community and Social Services to make housing initiatives in rural communities a reality. Your partnership is invaluable in ensuring the effective implementation of the Regional Solution for Housing Supply and addressing the pressing housing needs in our region.

Thank you for your time and consideration. We eagerly await the opportunity to work closely with your ministry and make meaningful progress toward achieving our shared housing goals.

Sincerely,



A handwritten signature in blue ink, appearing to read "Brent Feyter".

Mayor Brent Feyter

mdc/ab

cc: David Williams, Seniors, Community, and Social Services David.E.Williams@gov.ab.ca
Bev Thornton, AlbertaSW Regional Alliance bev@albertasouthwest.com
Karin Finley, AND Villages Ltd. karin@andvillages.ca

403.553.4425 • P.O. Box 1420 • 410 20th street

 www.fortmacleod.com 



TOWN OF FORT MACLEOD

Cheque Listing For Account Payable

2023-Oct-4
10:48:20AM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Batch #	Amount
20231820	2023-09-14			1353	1823625 ALBERTA LTD.	15359	6,300.00
20231821	2023-09-14			1772	2442851 ALBERTA LTD.		185.78
20231822	2023-09-14			17	ALBERTA HARDWARE LTD.		1,658.86
20231823	2023-09-14			781	ALL-TRA BATTERY		99.92
20231824	2023-09-14			1769	AMAZON.COM.CA		195.58
20231825	2023-09-14			55	AMSC INSURANCE SERVICES LIMITED		20,636.51
20231826	2023-09-14			58	AQUAM INC.		475.58
20231827	2023-09-14			83	BENCHMARK ASSESSMENT		5,064.85
20231828	2023-09-14			1775	BIG SKY CALL CENTERS INC.		169.42
20231829	2023-09-14			100	BROWN OKAMURA & ASSOCIATES LTD.		2,268.75
20231830	2023-09-14			101	BROWNEE LLP (EDMONTON)		3,301.62
20231831	2023-09-14			112	CANADIAN LINEN & UNIFORM SERVC		95.36
20231832	2023-09-14			169	CANADIAN UNION OF PUBLIC EMPLOYEES		1,996.45
20231833	2023-09-14			8	CANOE PROCUREMENT GROUP OF CANADA		3,107.31
20231834	2023-09-14			1788	CB PROCESS ULC		395.85
20231835	2023-09-14			223	CHINOOK EQUIPMENT		132.76
20231836	2023-09-14			129	CHINOOK SEPTIC & EXCAVATING		358.05
20231837	2023-09-14			143	CLEARTECH INDUSTRIES INC.		988.86
20231838	2023-09-14			152	COMMUNICATIONS GROUP		3,881.85
20231839	2023-09-14			1034	CRAZY STITCH		26.25
20231840	2023-09-14			1112	CSRA HEAVY DUTY LTD.		1,048.00
20231841	2023-09-14			1260	DIGITEX		95.04
20231842	2023-09-14			1675	ECOAG INITIATIVES INC.		2,936.59
20231843	2023-09-14			993	FEYTER, BRENT		126.50
20231844	2023-09-14			262	FORT PHARMACY 2020 LTD.		22.50
20231845	2023-09-14			1113	GILLINGHAM, LIISA		320.66
20231846	2023-09-14			846	GMS MECHANICAL & EQUIPMENT LTD.		22.19
20231847	2023-09-14			1548	GREEN ARROW RECYCLING AND JANITORIAL		1,278.38
20231848	2023-09-14			281	GREGG DISTRIBUTORS LP		175.68
20231849	2023-09-14			1173	HIFAB HOLDINGS LTD.		1,366.58
20231850	2023-09-14			1268	HORIZON TRUCK & BODY LTD.		131.22
20231851	2023-09-14			1030	JOE JOHNSON EQUIPMENT INC.		1,311.81
20231852	2023-09-14			337	KAIZENLAB		1,916.33
20231853	2023-09-14			952	KORTECH CALCIUM SERVICES LTD.		35,301.00
20231854	2023-09-14			1717	LAWRENCE, AMANDA		3,627.74
20231855	2023-09-14			367	LIFESAVING SOCIETY		652.73
20231856	2023-09-14			1584	LIVE ELECTRIC INC.		1,783.52
20231857	2023-09-14			374	MACLEOD GAZETTE LTD.		4,535.24
20231858	2023-09-14			390	MCNALLY CONTRACTORS LTD.		4,986.86
20231859	2023-09-14			1423	MONTEITH, JAMES		55.00
20231860	2023-09-14			393	MUNICIPAL DISTRICT OF WILLOW CREEK		1,914.35
20231861	2023-09-14			978	NEXT HOME AND GARDEN		120.44
20231862	2023-09-14			1250	PATTISON OUTDOOR ADVERTISING LP		787.50
20231863	2023-09-14			1711	PINCHER CREEK CO-OPERATIVE ASSOC. LTD.		6,603.78
20231864	2023-09-14			458	PRAIRIE VIEW HOMES LTD.		3,286.50
20231865	2023-09-14			955	REYNOLDS MIRTH RICHARDS & FARMER LLP		207.90
20231866	2023-09-14			654	SECURTEK		103.79
20231867	2023-09-14			514	SILVER AUTOMOTIVE FORT MACLEOD LTD.		813.96



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20231868	2023-09-14			1629	SIMON BOS NURSERIES	1,092.00
20231869	2023-09-14			1024	SOUTHERN IRRIGATION	2,571.52
20231870	2023-09-14			1654	T & T DISPOSAL SERVICES	3,608.69
20231871	2023-09-14			1068	TAXERVICE	382.50
20231872	2023-09-14			90	THE BOLT SUPPLY HOUSE LTD.	37.36
20231873	2023-09-14			583	UFA CO-OPERATIVE LIMITED	126.00
20231874	2023-09-14			1328	ULINE CANADA CORPORATION	1,494.93
20231875	2023-09-14			1360	VANEE TRUCKING	2,198.30
20231876	2023-09-14			626	WESTCO CONSTRUCTION LTD.	225.75
20231877	2023-09-14			779	WHITE ICE (1995) LTD.	4,346.67
20231878	2023-09-14			619	WILLOW CREEK REGIONAL WASTE	11,433.25
20231879	2023-09-14			1079	WOLF DEN ENTERPRISES	4,240.94
20231880	2023-09-14			640	WOLSTENHOLME, GORDON	93.50
						158,722.81

						Batch #	15361
20231881	2023-09-13			1805	BRIDGE PET HOSPITAL	472.50	
20231882	2023-09-13			159	CANADIAN PACIFIC RAILWAY COMPANY	592.00	
20231883	2023-09-13			1483	CLEAN MACHINE CAR & TRUCK WASH LTD.	271.95	
20231884	2023-09-13			225	EXTENDICARE	224.75	
20231885	2023-09-13			229	FCSS ASSOCIATION OF ALBERTA	578.00	
20231886	2023-09-13			1038	HABITAT SYSTEMS INCORPORATED	1,151.85	
20231887	2023-09-13			322	IMPREST CASH - Town of Fort Macleod	85.70	
20231888	2023-09-13			352	LARSON'S TIRE SHOP	66.15	
20231889	2023-09-13			1804	NEW LINE HOSE & FITTINGS	374.12	
20231890	2023-09-13			1047	SAVARIA LIFTS LTD	490.00	
20231891	2023-09-13			618	WORKERS COMPENSATION BOARD	4,717.18	
20231892	2023-09-13			1	GOULET, RHONDA	25.00	
20231893	2023-09-13			1	HALL, WILLIAM	50.00	
20231894	2023-09-13			1	J.R. CONSTRUCTION EQUIPMENT LTD.	4,725.00	
20231895	2023-09-13			1	JM GARTLY DESIGN STUDIO INC.	2,625.00	
20231896	2023-09-13			1	LOYST, BARRY	13,230.00	
20231897	2023-09-13			1	PIIKANI SECURITY SERVICES	705.60	
20231898	2023-09-13			1	WEINMAN, WILHELM	500.00	
20231899	2023-09-13			1	WOODS, DARLENE	50.00	
						30,934.80	

						Batch #	15362
20231900	2023-09-13			900200	CHANDOS CONSTRUCTION LTD.	496.72	
						496.72	

						Batch #	15393
20231946	2023-09-28			1806	NORTH & COMPANY LLP	32,887.96	
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20231947	2023-09-29			19	ALBERTA LAND TITLES	15398	20.00
20231948	2023-09-29			1799	BELL MOBILITY		1,099.00
20231949	2023-09-29			1156	DIRECT ENERGY BUSINESS		52,877.84
20231950	2023-09-29			1745	GFL ENVIRONMENTAL INC.		34,756.16
20231951	2023-09-29			454	PITNEY WORKS		2,121.00
20231952	2023-09-29			562	TELUS		1,710.34
20231953	2023-09-29			564	TELUS MOBILITY		240.00
							<hr/>
							92,824.34
<hr/>							
Total							315,866.63

*** End of Report ***



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20231886	2023-09-13			1038	HABITAT SYSTEMS INCORPORATED	1,151.85	
20231887	2023-09-13			322	IMPREST CASH - Town of Fort Macleod	85.70	
20231888	2023-09-13			352	LARSON'S TIRE SHOP	66.15	
20231889	2023-09-13			1804	NEW LINE HOSE & FITTINGS	374.12	
20231890	2023-09-13			1047	SAVARIA LIFTS LTD	490.00	
20231891	2023-09-13			618	WORKERS COMPENSATION BOARD	4,717.18	
20231892	2023-09-13			1	GOULET, RHONDA	25.00	
20231893	2023-09-13			1	HALL, WILLIAM	50.00	
20231894	2023-09-13			1	J.R. CONSTRUCTION EQUIPMENT LTD.	4,725.00	
20231895	2023-09-13			1	JM GARTLY DESIGN STUDIO INC.	2,625.00	
20231896	2023-09-13			1	LOYST, BARRY	13,230.00	
20231897	2023-09-13			1	PIIKANI SECURITY SERVICES	705.60	
20231898	2023-09-13			1	WEINMAN, WILHELM	500.00	
20231899	2023-09-13			1	WOODS, DARLENE	50.00	
						30,934.80	

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount	Batch #
20231900	2023-09-13			900200	CHANDOS CONSTRUCTION LTD.	496.72	15362
						496.72	

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount	Batch #
20231946	2023-09-28			1806	NORTH & COMPANY LLP	32,887.96	15393
						32,887.96	



TOWN OF FORT MACLEOD

Cheque Listing For Account Payable

2023-Oct-4
10:48:20AM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Batch #	Amount
20231947	2023-09-29			19	ALBERTA LAND TITLES	15398	20.00
20231948	2023-09-29			1799	BELL MOBILITY		1,099.00
20231949	2023-09-29			1156	DIRECT ENERGY BUSINESS		52,877.84
20231950	2023-09-29			1745	GFL ENVIRONMENTAL INC.		34,756.16
20231951	2023-09-29			454	PITNEY WORKS		2,121.00
20231952	2023-09-29			562	TELUS		1,710.34
20231953	2023-09-29			564	TELUS MOBILITY		240.00
							<hr/>
							92,824.34
						Total	315,866.63

*** End of Report ***



FCSS Board Meeting Minutes SEPTEMBER 13, 2023 6:00PM

Present- Barent Goodrich, Doni-Lyn Houston, Mackenzie Hengerer, Lisa Perry
Regrets- Monica has resigned from the Board, as she has relocated.

1. **Welcome** 6:07pm
2. **Approval and/or Additions to Agenda**
 - a. **Addition to Agenda:** 7(ii) KFFC working relationship.
 - b. Lisa motioned to approve the updated agenda. Doni-Lyn seconded the motion. Carried.
3. **Approval of previous meeting minutes**
 - a. Monica/Barent to sign old meeting minutes.
 - b. Mackenzie motioned to approve June's meeting minutes. Doni-Lyn seconded. Carried.
4. **Coordinator Report**
 - a. **Report discussed.**
 - i. Back to School Connect ideas for next year.
 - b. Mackenzie motioned to approve Coordinator's report. Barent seconded. Carried
5. **Financial Report**
 - a. Discussed.
 - b. Mackenzie motioned to approve financial report as presented. Barent seconded. Carried.
6. **Old Business-** Discussed.
 - a. Safety
 - i. New concave mirror
 - ii. Incident (August)
7. **New Business**
 - i. FCSS logo
 1. Discussion around minimal cost to move it over.

2. *Lisa motioned to approve the new FCSS logo as presented. Barent seconded. Carried.*

ii. KFFC working relationship- discussed impact to community.

8. Board Schedules

a. Set Meetings- We will move to every other month (2nd Wednesday) with a special meeting in December for Outside Grant Funding decisions. Dates will be as follows:

- i. November 8, 2023 @ 6:00pm
- ii. December 8, 2023 @ 3:00pm (special meeting)
- iii. February 14, 2024 @ 6:00pm
- iv. April 10, 2024 @ 6:00pm
- v. June 12, 2024 @ 6:00pm
- vi. September 11, 2024 @ 6:00pm
- vii. November 13, 2024 @ 6:00pm
- viii. December 2024- Special Meeting TBD

b. Openings for Board

- i. 2 openings for Town residents
- ii. 1 opening for MD resident.
- iii. Applications are currently being welcomed.

9. Adjournment- 7:18pm

Amanda Lawrence
FCSS Coordinator

Barent Goodrich
FCSS Board Chair



COUNCIL SUBMISSION

NEW BUSINESS

October 10, 2023

Bylaw 1976- Environmental Reserve Boundary Adjustment

RECOMMENDATION:

That council give first reading to bylaw 1976, to allow for the boundary adjustment of Environmental Reserve for lot 1 ER block 7 plan 8410634, and advertise a public hearing to be held on November 14, 2023 at 7 pm.

DETAILS:

See attached

APPLICABLE LEGISLATION:

Section 216.4, 606, & 676 of the MGA.

ATTACHMENTS:

Bylaw 1976

Subdivision Resolution 2023-0-114

PREPARED BY: Keli Sandford, Planning and Development Officer

REVIEWED BY: Adrian Pedro, Director of Operations

APPROVED BY: Anthony Burdett, CAO

**TOWN OF FORT MACLEOD
in the Province of Alberta
BYLAW NO. 1976**

BEING A BYLAW OF THE TOWN OF FORT MACLEOD IN THE PROVINCE OF ALBERTA, TO ALLOW FOR THE BOUNDARY ADJUSTMENT OF ENVIRONMENTAL RESERVE FOR LOT 1ER BLOCK 7 PLAN 8410634 IN ACCORDANCE WITH SECTION 676 OF THE MUNICIPAL GOVERNMENT ACT.

PURSUANT to Section 676(1)(d) of the *Municipal Government Act, R.S.A. 2000* a Council may by bylaw, after giving notice in accordance with Section 606 and holding a public hearing in accordance with Section 216.4, change the boundaries of an environmental reserve or environmental reserve easement in order to correct an omission, error, or other defect in the certificate of title, or to rectify an encroachment problem or other concern.

WHEREAS Council wishes to rectify an encroachment of the existing campground on Lot 1ER Block 7 Plan 8410634, by way of adjusting the Environmental Reserve boundary, as depicted in the Tentative Plan (attached as Schedule 'A') as Lot 19ER Block 8.

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. This Bylaw shall be cited as "Bylaw 1976, Environmental Reserve Boundary Adjustment for Lot 1ER Block 7 Plan 8410634".
2. That to rectify a campground encroachment, the boundary of Lot 1ER Block 7 Plan 8410634 be adjusted as shown in Schedule 'A' as Lot 19ER, Block 8, Plan _____ and is hereby approved;
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

Schedule 'A'

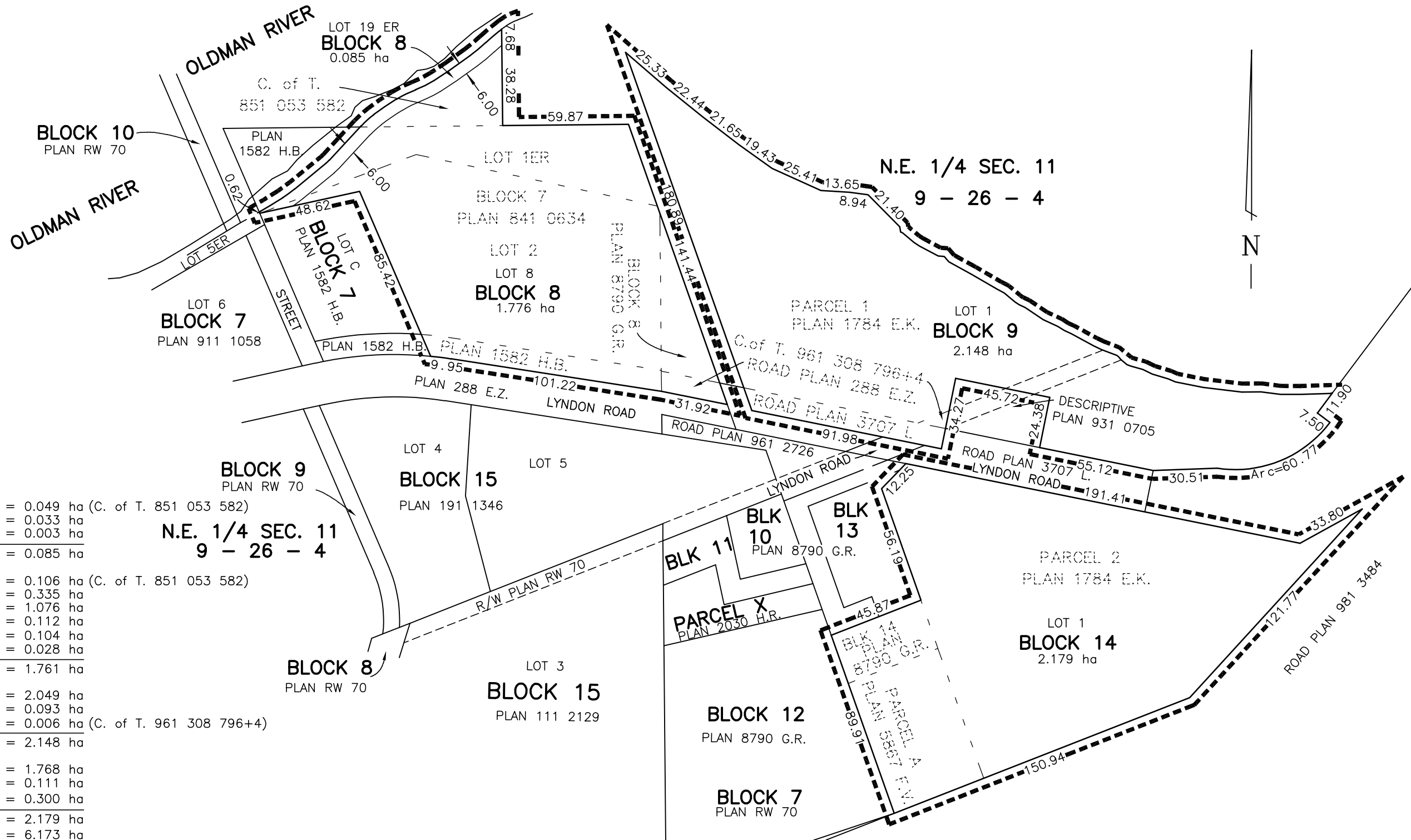


TABLE OF AREAS

LOT 19 ER, BLOCK 8	
within N.E.1/4 SEC. 11-9-26-4	= 0.049 ha (C. of T. 851 053 582)
within LOT 1ER, BLOCK 7, PLAN 841 0634	= 0.033 ha
within LOT 2, BLOCK 7, PLAN 841 0634	= 0.003 ha
SUBTOTAL	= 0.085 ha
LOT 8, BLOCK 8	
within N.E.1/4 SEC. 11-9-26-4	= 0.106 ha (C. of T. 851 053 582)
within LOT 1ER, BLOCK 7, PLAN 841 0634	= 0.335 ha
within LOT 2, BLOCK 7, PLAN 841 0634	= 1.076 ha
within ROAD, PLAN 1582 H.B.	= 0.112 ha
within BLOCK 8, PLAN 8790 G.R.	= 0.104 ha
within ROAD PLAN 288 E.Z.	= 0.028 ha
SUBTOTAL	= 1.761 ha
LOT 1, BLOCK 9	
within PARCEL 1, PLAN 1784 E.K.	= 2.049 ha
within ROAD PLAN 3707 L.	= 0.093 ha
within N.E.1/4 SEC. 11-9-26-4	= 0.006 ha (C. of T. 961 308 796+4)
SUBTOTAL	= 2.148 ha
LOT 1, BLOCK 14	
within PARCEL 2, PLAN 1784 E.K.	= 1.768 ha
BLOCK 14, PLAN 8790 G.R.	= 0.111 ha
PARCEL A, PLAN 5867 F.V.	= 0.300 ha
SUBTOTAL	= 2.179 ha
TOTAL	= 6.173 ha

N.E. 1/4 SEC. 11
9 - 26 - 4

TOWN OF FORT MACLEOD

TENTATIVE PLAN SHOWING ROAD CLOSURES, SUBDIVISION & CONSOLIDATION
of
PARCEL 1 & 2, PLAN 1784 E.K., BLOCK 14, PLAN 8790 G.R.,
LOT 1ER & LOT 2, BLOCK 7, PLAN 841 0634
part of
BLOCK 8, PLAN 8790 G.R. &
N.E. 1/4 SEC. 11 (C. of T. 851 053 582 & C. of T. 961 308 796+4)
and part of
ROAD, PLAN 1582 H.B., ROAD PLAN 288 E.Z. & ROAD PLAN 3707 L.
all within
N.E.1/4 SEC. 11, TWP. 9, RGE. 26, W.4 M.
Town of Fort Macleod

NOTE : Portion to be approved is outlined thus **-----**
and contains approximately 6.173 ha.
Distances are in metres and decimal parts thereof.
Distances and areas are approximate and are
subject to change upon final survey.



brown okamura & associates ltd.

Professional Surveyors
2830 - 12 Avenue North, Lethbridge, Alberta

APPROVED	DRAWN MJ	DATE MAY 31/23
T.C. Penner, A.L.S.	CHECKED TCP	JOB 21-15543
	SCALE 1:2000	DRAWING 21-15543TC

SUBDIVISION APPLICATION DECISION

Our File: 2023-0-114

Your File: 21-15543

NOTICE DATE: September 18, 2023

TO: Town of Fort Macleod, Felice's Campground Ltd., 2185144 Alberta Ltd., Thomas C. Penner, A.L.S., Livingstone Range School Division, AltaLink, FortisAlberta, TELUS, ATCO Gas, ATCO Pipelines, AB Health Services - South Zone, Alberta Forestry and Parks - E. Evenson, AB Environment & Protected Areas - J. Cayford, AB Water Boundaries, AB Agriculture and Irrigation – Water Infrastructure and Operations Branch, Historical Resources Administrator, AER, Canada Post

RE: Parcel 1 & 2, Plan 1784EK; Block 14, Plan 8790GR; Lot 1ER & Lot 2, Block 7, Plan 841 0634; Block 8, Plan 8790GR; Part of NE1/4 11-9-26-W4M; Part of Road, Plan 1582HB; Road Plan 288EZ & Road Plan 3707L all within NE1/4 11-9-26-W4M / Town of Fort Macleod

DECISION: APPROVED ON CONDITION

DECISION DATE: September 18, 2023

(See attached resolution for conditions)

Your subdivision application has been *Approved on Condition* and a copy of the decision is attached.

We advise that it is the applicant's responsibility to ensure that all conditions of approval have been met. This process will require coordination between yourself, your surveyor, ORRSC and your municipality.

The subdivision may be finalized following the required 14-day appeal period as outlined below. If no appeals have been filed within the specified time period, you may proceed with the finalization. You have **one year from the approval date** to finalize your subdivision. *(If you are unable to finalize the subdivision within this time frame please contact the ORRSC in order to request a possible time extension. A minimum extension fee of \$350.00 will be required.)*

Right to Appeal

Pursuant to the Municipal Government Act, the applicant, government departments, and local authorities have a right to appeal the decision, any conditions, or the reserve requirement of the subdivision **within 14 days of receipt of this notice** to the appropriate appeal board. The date of receipt of the decision is deemed to be 7 days from the date the decision is mailed. The appeal may be commenced by providing a written statement of the grounds of appeal to:

Land and Property Rights Tribunal - Subdivision Appeals Case Manager

2nd Floor, Summerside Business Centre
1229 – 91 Street SW, Edmonton, Alberta T6X 1E9
lprrt.appeals@gov.ab.ca

The appeal board must receive your notice of appeal within 21 days of the date of this letter informing you of the subdivision authority's decision. **There are no fees for appeals filed to the Land & Property Rights Tribunal.**

In order for your surveyor to register your subdivision at the Land Titles Office, they must receive an "Endorsement" document from our office. ORRSC will provide the Endorsement upon receipt of the following:

- **Finalization fee** – pay to ORRSC the finalization fee of \$220.00 for each new lot to be created by the subdivision.
- **Fulfilling the Conditions** – ensure that all the conditions of your approval have been met (*refer to attached Resolution*) and provide the Oldman River Regional Services Commission documented evidence to that effect.
- **Surveyor's package** which includes the Plan of Survey, signed consents, etc. (or your separation of title document as prepared by your lawyer or surveyor).

After endorsement, we will return the documents to your surveyor who will register them with the Land Titles Office.

Should you require any further clarification please contact ORRSC at (403) 329-1344 or visit our website at www.orrsc.com for more details regarding the finalization process.

Yours truly,



Steve Harty, Senior Planner
For Gavin Scott, Senior Planner

SH/jm
Attachment

RESOLUTION

2023-0-114

Town of Fort Macleod

Public and Institutional: PI and River Valley Lands: RVL subdivision of Parcel 1 & 2, Plan 1784EK; Block 14, Plan 8790GR; Lot 1ER & Lot 2, Block 7, Plan 841 0634; Block 8, Plan 8790GR; Part of NE1/4 11-9-26-W4M; Part of Road, Plan 1582HB; Road Plan 288EZ & Road Plan 3707L all within NE1/4 11-9-26-W4M

THAT the Public and Institutional: PI and River Valley Lands: RVL subdivision of Parcel 1 & 2, Plan 1784EK; Block 14, Plan 8790GR; Lot 1ER & Lot 2, Block 7, Plan 841 0634; Block 8, Plan 8790GR; Part of NE1/4 11-9-26-W4M; Part of Road, Plan 1582HB; Road Plan 288EZ & Road Plan 3707L all within NE1/4 11-9-26-W4M (Certificate of Title No. 133W143, 841 096 834, 149P189, 211 105 306, 961 308 796 +4, 211 105 306 +1, 981 387 605 +2, 851 053 582), to create three consolidated lots (of varying acreages) and one reconfigured Environmental Reserve Lot, from seven titles and portions of Lyndon Road for public and recreational use; BE APPROVED subject to the following:

RESERVE:

- The 10% reserve requirement, pursuant to Sections 669(2) and (3) of the Municipal Government Act, on the 5.307 acres of proposed Lot 1 Block 9 be deferred by caveat for Municipal Reserve purposes.
- The 10% reserve requirement, pursuant to Sections 669(2) and (3) of the Municipal Government Act, on the 5.384 acres of proposed Lot 1 Block 14 be deferred by caveat for Municipal Reserve purposes.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Fort Macleod.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the Town of Fort Macleod which shall be registered concurrently with the final plan against the title(s) being created.
3. That the Titles and portions of road as shown on Brown, Okamura and Associates Tentative Plan 21-15543TC be consolidated in a manner such that the resulting Certificate of Title could not be subdivided without the approval of the Subdivision Authority.
4. That, a road closure bylaw be prepared, with the bylaw being approved and adopted by the Town of Fort Macleod and subsequently consented to by the Minister of Infrastructure, prior to final registration of the subdivision.
5. That a bylaw, in accordance with MGA s.676, be prepared for the reconfiguration of Environmental Reserve Lot 1ER Block 7 Plan 8410634, with the bylaw being approved and adopted by the Town of Fort Macleod, prior to final registration of the subdivision.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. Alberta Transportation has authorized the Subdivision Authority to vary the requirements of Section 18 and 19 of the Matters Relating to Subdivision and Development Regulation to accommodate the proposal.

4. The Subdivision Authority is satisfied that with the consolidation, the proposed subdivision is suitable for the purpose for which the subdivision is intended and meets the intent of the subdivision policies of the municipality's land use bylaw.

INFORMATIVE:

- (a) Since a portion of the proposed subdivision complies with Section 663(d) of the Municipal Government Act, Reserve is not required. Municipal Reserve is not applicable for proposed Lot 8 Block 8 pursuant to Section 663(d) of the MGA, as it has been previously satisfied (see ORRSC file 1981-0-353). The other two proposed lots require deferred reserve caveats to establish the Town's future interest in reserve given that they are less than 40 acres in size.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

- (f) In reference to the above request, please be advised of ATCO Gas' response and notify the landowner of the following:
- ATCO Gas has no objection
 - ATCO Gas' existing and future lines are protected by an existing Utility Right of Way

ATCO Gas would also like to make the MD/County and Landowner/Developer aware of the following:

- If conducting any ground disturbance on the subject property, the landowner/developer must ensure the location of all utilities by contacting Utility Safety Partners at 1-800-242-3447 or <https://utilitysafety.ca/>
- For any ground disturbance within 30m of an existing gas line please contact Crossings@atcogas.com to obtain permission (submit locate slip as back up)
- ATCO Gas requires a minimum of 6 months' notice to design and construct a new gas line, or alter an existing gas line. New Service installations, pipeline alterations, and Main extensions will be performed at the landowner/developers expense.
- If the landowner requires a single gas service please visit <https://gas.atco.com/en-ca/products-services-rates/new-services-changes/new-natural-gas-line.html>

Any further questions please email southlandadmin@atco.com.

- (g) Alberta Agriculture and Irrigation, Water Infrastructure and Operations Branch has reviewed the lands in question and has no comments concerns to add.

- (h) Alberta Transportation – Leah Olsen, Development/Planning Technologist:

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 3, 811, 2

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Transportation and Economic Corridors agrees to waive the referral distance for this particular subdivision application. As far as Transportation and Economic Corridors is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application

Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information.”

- (i) Historical Resources – Barry Newton, Land Use Planner:

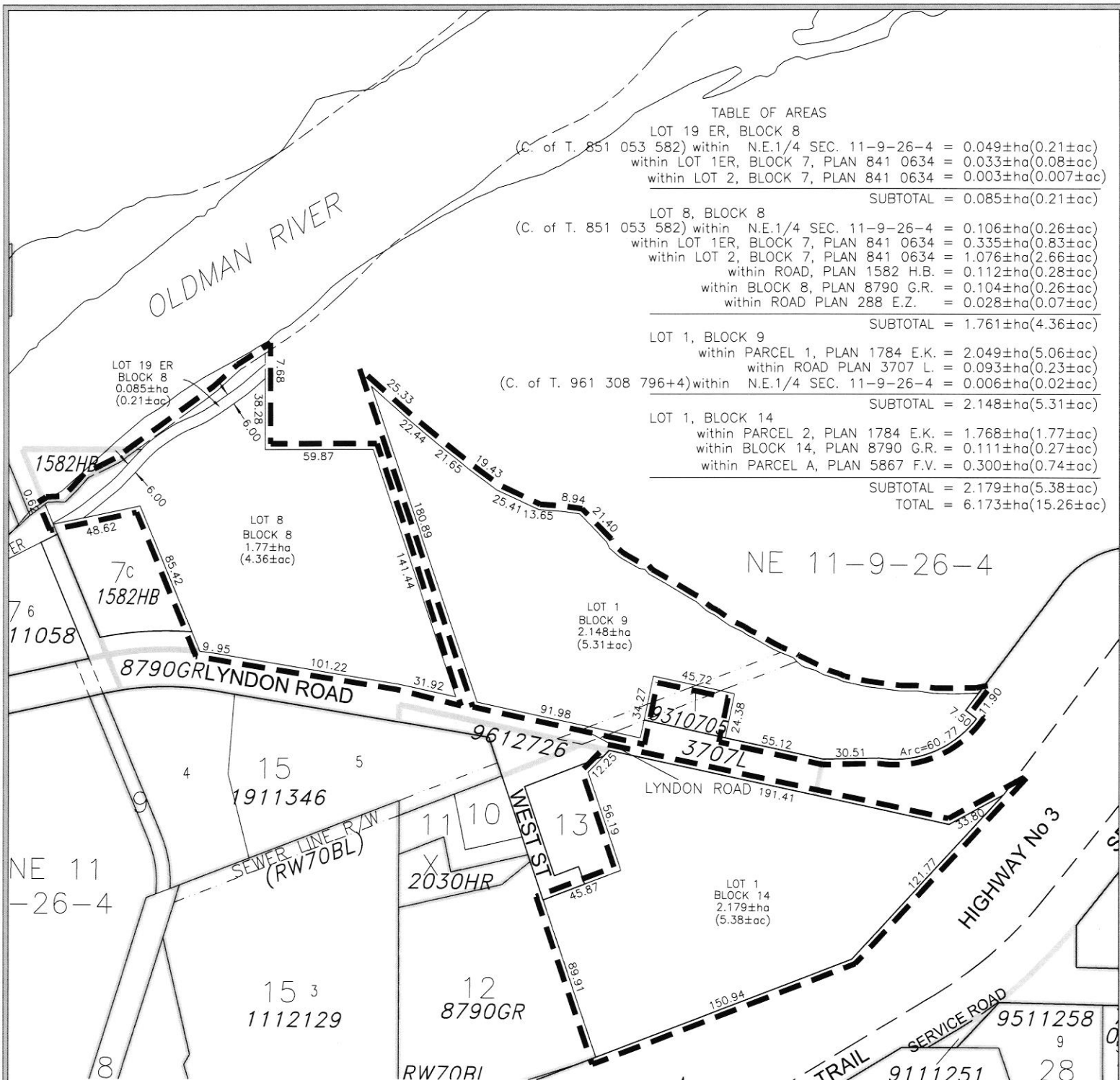
“We have reviewed the captioned Subdivision Application and determined that the property in question has an HRV value of 3a, 4a and 5a.

Consequently, the applicant must obtain *Historical Resources Act* approval prior to proceeding with any land surface disturbance associated with subdivision by submitting a Historic Resources Application through Alberta Arts, Culture and Status of Women’s Online Permitting and Clearance (OPaC) system – www.opac.alberta.ca.

The applicant should review the Land Use Procedures Bulletin: Subdivision Development Historical Resources Act Compliance (<https://open.alberta.ca/publications/subdivision-historical-resources-act-compliance>) prior to OPaC submission.”

- (j) Comments from Theo VanEe:

“I am concerned about the planning around the 2023-0-114. What will happen with road plan 1582 and 3707? In block 8 and 9. What about road plan block 7? Will there be campers on all block 9? And who owns it? I am not in favor of unless we have more information or meeting about this”



SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 21-15543TC
 PARCEL 1 & 2, PLAN 17894EK, BLOCK 14, PLAN 8790GR,
 LOTS ER & 2, BLOCK 7, PLAN 8410634, BLOCK 8, PLAN 8790GR,
 ROAD PORTIONS OF ROAD PLANS 1582HB, 8790GR & 3707L
 AND PORTION OF NE 1/4 SEC 11, TWP 9, RGE 26, W 4 M
 MUNICIPALITY: TOWN OF FORT MACLEOD

DATE: AUGUST 15, 2023
 FILE No: 2023-0-114

APPROVED

Approved
 Approved subject to revised parcel configuration

Approved Subdivision is subject to the conditions listed in the Approval Letter attached.

[Signature]
 Oldman River Regional Services Commission

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200

August 16, 2023 N:\Subdivision\2023\2023-0-114.dwg

NOTICE OF PUBLIC HEARING

TOWN OF FORT MACLEOD
IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1976

7:00 p.m. November 14, 2023
Town of Fort Macleod Council Chambers
410 20th Street, Fort Macleod, AB

PURSUANT to sections 216.4, 606 and 676(1)(d) 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. 1976, being a bylaw to revise an Environmental Reserve lot.

PURPOSE is to rectify an encroachment of the existing campground on Lot 1ER Block 7 Plan 8410634, by way of adjusting the Environmental Reserve boundary, as depicted in the Tentative Plan as Lot 19ER Block 8.

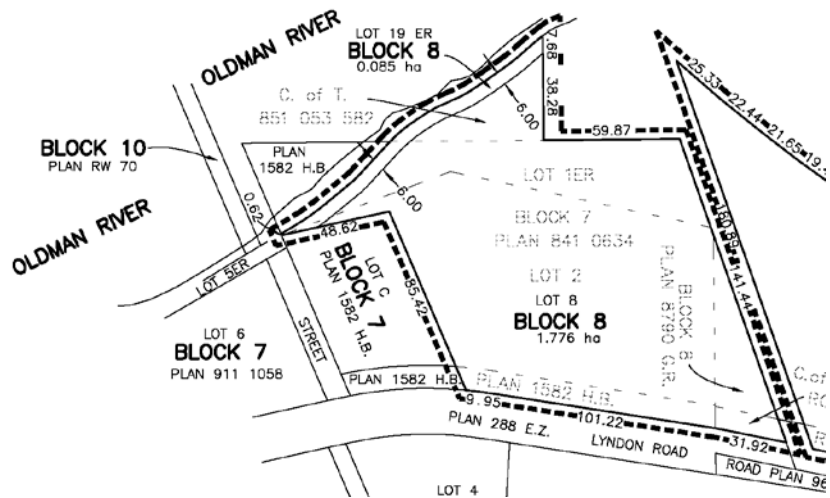
THEREFORE, TAKE NOTICE THAT a public hearing to contemplate proposed Bylaw No. 1976 will be held in the Town of Fort Macleod Council Chambers at 7:00 p.m. on the 14th day of November, 2023.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation regarding the proposed bylaw should contact the Chief Administrative Officer no later than 4:00 p.m. on the 7th day of November, 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 10th day of October, 2023.

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





COUNCIL SUBMISSION

New Business
October 10, 2023

Community Reserve - Removal of Designation

RECOMMENDATION:

That Council pass a resolution to remove the designation of Community Reserve from the portion of lands legally described as Block B, Plan 579 JK and direct administration to notify the Registrar that the provisions of the MGA Section 674 have been complied with and request the Registrar to remove the designation from the lands. (Form A Section 675).

DETAILS:

The current owner proposes to consolidate the title with an adjoining title through subdivision application, however this property was sold by the Town in 2003 to this landowner with the designation still attached. The designation should have been removed prior to the land transfer in 2003.

The lands are designated 'Community Reserve' and in order to subdivide the lands, the community reserve designation must be removed. As per section 675 of the MGA, a council may pass a resolution to remove a designation after considering public input at a public hearing as per section 216(4) 'When to hold a public hearing' and section 606 'Requirements for advertising' of the MGA. Removal proposal will be advertised for two weeks in the Gazette and the public hearing will be scheduled for the November 14, 2023 Council meeting.

ANALYSIS & OPTIONS:

No record of a document removing the designation was found at LTO. It was advised that the Town provide removal of reserve status when the subdivision/ consolidation is submitted for registration.

APPLICABLE LEGISLATION:

MGA Section 674 & 675

ATTACHMENTS:

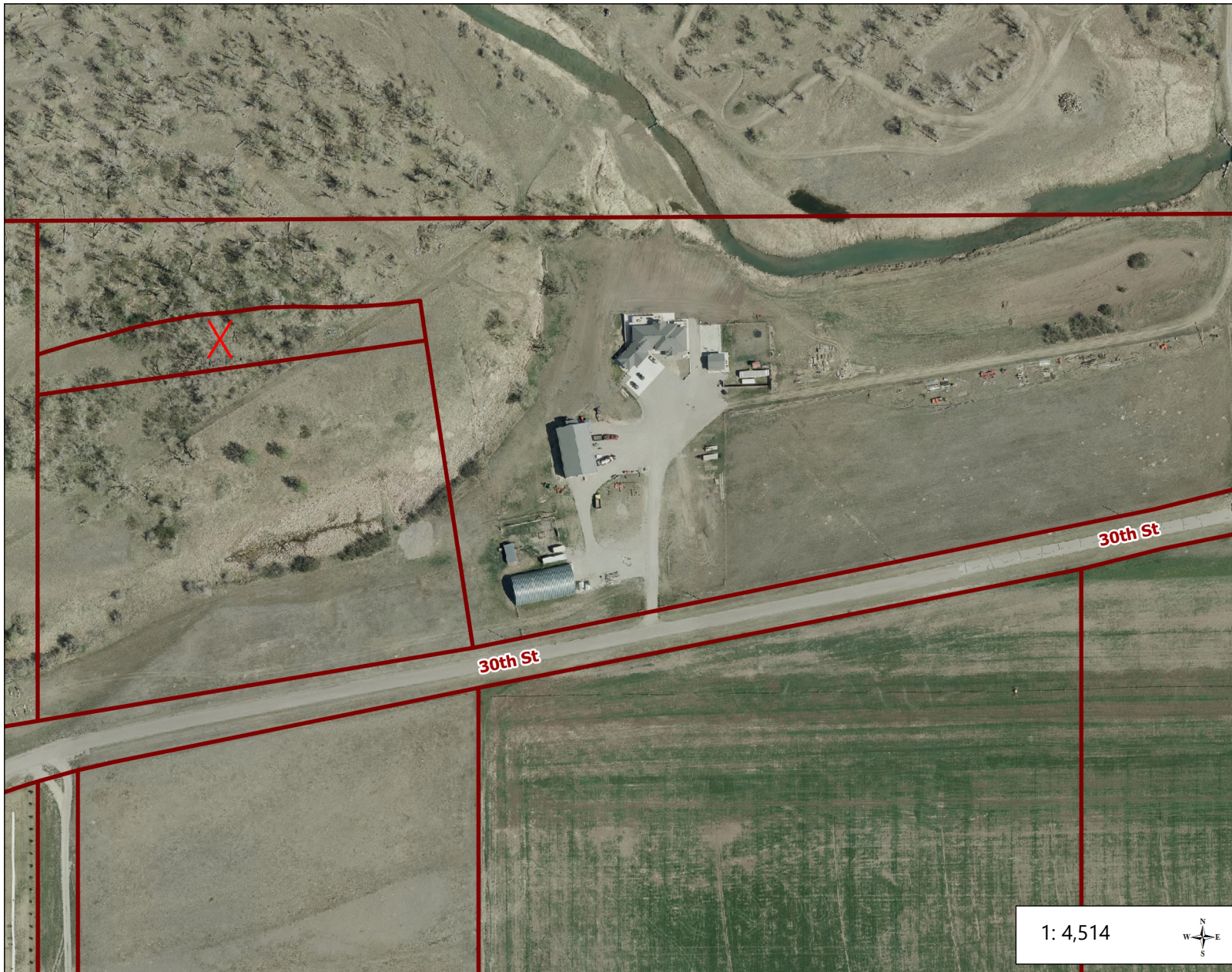
Map

PREPARED BY: Keli Sandford, Planning and Development Officer

REVIEWED BY: Adrian Pedro, Director of Operations

APPROVED BY: Anthony Burdett, CAO

Town of Fort Macleod



Legend

- Boundary
- + Railway
- 2 Hwy 2 Symbol
- Hwy 2
- 3 Hwy 3 Symbol
- Hwy 3
- 811 Hwy 811 Symbol
- Highway 811 Bridge
- Hwy 811
- 810 Hwy 810 Symbol
- Hwy 810
- Title Linework
- Parcels

1: 4,514



0.2 0 0.11 0.2 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

© Town of Fort Macleod

NOTICE OF PUBLIC HEARING

TOWN OF FORT MACLEOD IN THE PROVINCE OF ALBERTA

Community Reserve Removal

7:00 p.m. November 14, 2023
Town of Fort Macleod Council Chambers
410 20th Street, Fort Macleod, AB

PURSUANT to sections 216.4, 606, 674(1) and 675 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 remove the designation of Community Reserve- CR.

PURPOSE is to remove the Community Reserve on Block B, Plan 579JK;

THEREFORE, TAKE NOTICE THAT a public hearing to contemplate the removal of the CR designation will be held in the Town of Fort Macleod Council Chambers at 7:00 p.m. on the 14th day of November, 2023.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation should contact the Chief Administrative Officer no later than 4:00 p.m. on the 7th day of November, 2023. Both written and/or verbal presentations may be given at the public hearing.



DATED at the Town of Fort Macleod in the Province of Alberta this 10th day of October, 2023.

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



2024 FortisAlberta Inc. Franchise Fee

RECOMMENDATION:

That Council approves leaving the 2024 FortisAlberta (FORTIS) franchise fee at 15%.

DETAILS:

The Town of Fort Macleod and FORTIS are in a franchise agreement, whereby FORTIS holds the franchise to supply electricity to the Town of Fort Macleod. This franchise was granted on October 1, 2018 and is for a ten (10) year term expiring 2028 with a five-year extension clause.

Each year, the Town of Fort Macleod determines what the franchise fee will be that is charged by FORTIS to the customers in Fort Macleod and then flows back to the Town as franchise revenue.

The franchise fee is collected by the electric company on behalf of the local government as a charge to access municipal land to construct, maintain and operate distribution systems serving the customers of the town.

Currently the Town has a franchise fee of 15% which is projected to bring in \$448,677.00 in 2024 (2023 estimated revenue is \$432,632.00). The franchise fee of 15% has not been increased since the agreement was signed in 2018.

PURPOSE:

For Town Council to set the 2024 franchise fee that is charged on electricity bills.

ANALYSIS & OPTIONS:

The methodology agreed to for the calculation of the franchise fee is based upon a percentage of the delivery revenue generated by providing electric services. This calculation excludes the cost of the commodity, thus providing for less volatility related to the franchise fee revenue and more certainty for the customer. The franchise fee rate as approved by the Town Council is currently 15%. The agreement allows for a franchise fee of up to 20.0%, with any rate increase beyond that level requiring the approval of the Alberta Utilities Commission. The maximum 20.0% rate is consistent with a template developed collaboratively by the electric utility companies and the Alberta Urban Municipalities Association (the predecessor to AB Munis) in 2003. It is intended to provide flexibility for communities to adjust franchise fees within a range, without undertaking a full Alberta Utilities Commission franchise application and administrative process. The template was developed following guidelines set out in a decision of the Alberta Energy Utilities Board (the predecessor to the Alberta Utilities Commission), including the threshold rate of 20.0%

FINANCIAL IMPLICATIONS:

This franchise fee is an operating revenue item for the Town of Fort Macleod and will be budgeted in 2024 based on this decision. This revenue becomes part of the overall Town's surplus amount at year end and is dealt with by Town Council when it transfers the surplus to reserves.

COUNCIL STRATEGIC PLAN:

This submission is **GROWING** Fort Macleod. By keeping the franchise fee at its current rate, the Town is committed to controlling the Town's impact on the electricity charges to consumers.

APPLICABLE LEGISLATION:

Bylaw 1872 – Electric Distribution System Franchise Agreement

ATTACHMENTS:

FortisAlberta Inc. letter of September 26, 2023.

PREPARED BY: Kris Holbeck, Director of Finance

REVIEWED BY: N/A

APPROVED BY: Anthony Burdett, CAO

September 26, 2023

RE: 2024 Franchise Fee Calculator, Confirmation of Franchise Fee, Microgeneration Update

FortisAlberta is writing to you to share some important information about the 2024 Franchise Fee Calculator as well as an update on franchise fees and microgeneration.

2024 Franchise Fee Calculator

FortisAlberta is currently preparing for the annual franchise fee changes and is updating the calculator used by the municipalities to forecast franchise fee revenue in 2024.

In early September, FortisAlberta filed its annual rates application as required by the Alberta Utilities Commission (AUC). However, the AUC has not yet issued a decision on the *Third Generation Performance-Based Regulation* plan that will cover the 2024-2028 period or the *Cost-of-Capital Parameters in 2024 and Beyond*, that will determine the 2024 rates. The AUC is expected to issue these decisions by the end of September.

Once these decisions are issued, FortisAlberta would then incorporate the directions from these decisions, or any other relevant decisions and apply for its 2024 distribution rates as and when directed by the AUC, potentially towards the end of October. In addition, actual transmission rates primarily depend on the transmission rates filed by the Alberta Electric System Operator (AESO), which are then approved by the AUC. As of the date of this letter, the AESO has not applied for the 2024 transmission rates.

Typically, rate information for the coming year is known by early September. FortisAlberta recognizes this delayed timeline for 2024 rates will be a challenge for municipalities as they prepare their budgets and set their franchise fees for 2024. To allow the municipalities to start budgeting for 2024, FortisAlberta has created the franchise fee calculator with an assumption that both transmission and distribution rates would increase by 3.71 per cent.

Currently, inflation in 2024 is expected to be somewhat lower than in 2023, and therefore, FortisAlberta considers that assuming a rate increase of 3.71 per cent is reasonable on balance. However, any actual rate change for 2024 could be materially different than this estimated increase of 3.71 per cent. FortisAlberta also estimates electricity consumption and the franchise fee amount paid by customers within each municipality. While this estimate is more robust, actual consumption could be somewhat different.

Request - Confirmation of Franchise Fee

Reviewing the process for 2024 franchise fee changes, **FortisAlberta requests all municipalities to confirm via email that they have received this information and if they plan any increase/decrease or plan to keep the current franchise fee percentage.** Please confirm your franchise information that is included in the calculator, specifically the franchise fee percentage and respond to

StakeholderRelations@FortisAlberta.com to confirm any increase/decrease or no change. Additionally, we have included a table showing municipalities and their current franchise fee percentage. This information will help you understand what other communities are charging and confirms of your current franchise fee percentage.

Media Coverage on Franchise Fees

Recently in the media there have been reports of high Regulated Rate Option (RRO) rates where some Distribution Facility Owners (DFO) charge Franchise Fees on these Retailer costs. FortisAlberta only charges Franchise Fees on Transmission and Distribution tariff costs and excludes all rate riders and Retailer costs.

Microgeneration Update

In case you are asked by constituents about our microgeneration connection process and why it is taking longer to connect these installations, we wanted to provide you with some context. During the last three years, FortisAlberta microgeneration connections have doubled. For 2023, we estimated that more than 1,600 connections will take place in our service area alone. We have added additional staff to meet the demand as FortisAlberta has the busiest service area for microgeneration in Canada. Additionally, one in three applications are not complete when it is submitted resulting in additional work. We are working closely with customers to ensure their preparedness and continue to identify and execute efficiencies to streamline the process.

If you have additional questions or concerns specific to microgeneration, franchise fees or questions in general please contact your Stakeholder Relations Manager.

Sincerely,



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



LEGACY OF OUR LAND BANQUET

RECOMMENDATION:

That Council appoints two Council representatives to attend the Municipal District of Willow Creek No. 26 Agriculture Service Board's 30th Annual Legacy of our Land Banquet on November 3, 2023, at the Fort Macleod & District Community Hall.

DETAILS:

Each year the MD of Willow Creek No. 26 Agriculture Service board hosts this event to celebrate our agriculture producers to thank them for being a vital part of the community.

They have sent an invitation to the Town of Fort Macleod for two (2) representatives.

The guest speaker this year will be Dr. Digver Jayas, President and Vice-Chancellor, University of Lethbridge. He will be speaking about the "Internet of Things for Managing Agriculture".

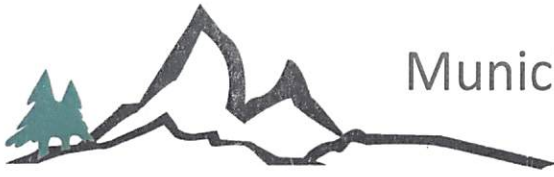
RSVP is due by October 26, 2023.

ATTACHMENTS:

Invitation letter attached.

PREPARED BY: Meranda Day Chief, Executive Assistant

APPROVED BY: Anthony Burdett, CAO



Municipal District of Willow Creek

Office of the Administrator

www.mdwillowcreek.com
273129 SEC HWY 520
Claesholm Industrial Area
Box 550, Claesholm Alberta T0L 0T0

Office: (403) 625-3351
Fax: (403) 625-3886
Shop: (403) 625-3030
Toll Free: 888-337-3351

September 28, 2023

The Municipal District of Willow Creek No. 26 Agricultural Service Board (ASB) will be hosting the:

30th LEGACY OF OUR LAND BANQUET
November 3, 2023
Fort Macleod, Community Centre
Doors open at 5:30 – Prime Rib Dinner to Follow

Each year, the MD of Willow Creek Agricultural Service Board hosts this event to celebrate our agriculture producers. This evening recognizes their dedication to agriculture and thanks them for being a vital part of the community.

The ASB would like to provide 2 tickets to each of the town's within the Municipal District of Willow Creek as well as the neighbouring MD's and County's. Please notify the MD ASB (see below) of the names of the 2 people you would like to send and we will have their tickets available at the door. Please RSVP by October 26, 2023.

Our guest presenter this year is Dr. Digver Jayas, President and Vice Chancellor, University of Lethbridge. He will be speaking about the "Internet of Things for Managing Agriculture" and educational opportunities at the University of Lethbridge.

If you have any questions don't hesitate to call Carla Preachuk, Agricultural Fieldman (403) 625-1656 carla@mdwillowcreek.com or Sheena Johnson, Admin for ASB (403) 625-3351 ext 221.

Regards,

Carla Preachuk
Agricultural Fieldman
Municipal District of Willow Creek



COUNCIL SUBMISSION

New Business
October 10, 2023

Community Hall Rental Fee Waiver Request

RECOMMENDATION:

That Council Approve the rental fee waiver for the Community Hall on October 27 & 28, 2023 for the Curling Clubs 125th anniversary event.

DETAILS:

This is a significant milestone for a community organization and the club is planning a wonderful celebration for recognition. In the past Council has approved rental reductions and or full waivers of rental fees of Town facilities for a variety of community events, most often full waiver if the event is a fundraiser supporting local causes. Diamond Dinner, STARS Volleyball Tournament, Hockey Through the Ages, training sessions for not-for-profit groups.

PURPOSE:

Details of events and request attached.

FINANCIAL IMPLICATIONS:

\$500 for a full day rental.

COUNCIL STRATEGIC PLAN:

This event supports Councils strategic plan by supporting community groups and relationship building.

APPLICABLE LEGISLATION:

Add any applicable Bylaws, Policies, or other overarching legislation here.

ATTACHMENTS:

Letter of request

PREPARED BY: Liisa Gillingham, Director of Community & Protective Services

APPROVED BY: Anthony Burdett, CAO

September 22, 2023

Fort Macleod Curling Club
125 Year Celebration Committee
Box 656
Fort Macleod, AB T0L 0Z0

Town of Fort Macleod
410 20th Street
PO Box 1420
Fort Macleod, AB T0L 0Z0

Attention: Town of Fort Macleod Board of Directors

RE: Request to waive the rent on October 27 and 28, 2023

The Fort Macleod Curling Club is celebrating 125 years on October 27 and 28, 2023! Not only is the club celebrating this milestone, but is also giving back all proceeds raised to the Sandra Schmirler Foundation.

To celebrate the club is hosting a few events over these two days and using two spaces rented from the Town of Fort Macleod.

Please accept this letter on behalf of the Fort Macleod Curling Club as a request to have the rent waived for the use of these two spaces:

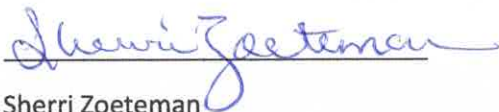
1. the upstairs of the arena adjacent to the Curling Club, and
2. the Fort Macleod Community Hall.

Here are a few details of the events being held:

October 27 – an open house and 2 outdoor curling rink games will be taking place in the parking lot from 3:00 pm until 9:00 pm at the Curling Club and in the upstairs arena area adjacent to the Curling Club

October 28 – the open house at the Curling Club, and the upstairs arena side adjacent to the Curling Club, will continue as well as an event called Curling with the Rock Stars from 1:00 pm – 5:30 pm and then a dinner and banquet will follow at the Community Hall from 5:30 pm until 2:00 am.

Sincerely,



Sherri Zoeteman
President Fort Macleod Curling Club

emailed to: dircps@fortmacleod.ca
Lisa Eillingham
Director of Community
& Protective Services



COUNCIL SUBMISSION

New Business

October 10, 2023

Southern Alberta Intercollegiate Rodeo sponsorship opportunity

RECOMMENDATION:

That Council determines if they would like to support a sponsorship level for the Southern Alberta Intercollegiate Rodeo.

DETAILS:

The Town has been asked to support the upcoming intercollegiate rodeo season with a sponsorship. The available sponsorship levels are attached. Previously the Town has supported numerous rodeo's and similar events as outlined below.

2021 Ag Society Ranchers Ball - \$150 program ad, \$500 donation to seating, and council bought tickets to attend. Approximately \$1000 total.

2017, 2018, 2019, 2020 Senior Pro Rodeo and Intercollegiate Rodeo \$1000 sponsorship per year.

PURPOSE:

Details in letter of request.

FINANCIAL IMPLICATIONS:

Sponsorship amount to be determined: Council has a balance in their gifts & donation account of: \$2240.00 for the 2023 year.

COUNCIL STRATEGIC PLAN:

Council would be supporting strategic priorities such as recreation, building relationships, and supporting local events in Fort Macleod.

ATTACHMENTS:

Information and request attached.

PREPARED BY: Liisa Gillingham, Director of Community & Protective Services

APPROVED BY: Anthony Burdett, CAO

Southern Alberta INTERCOLLEGIATE RODEO TEAM

"BULLS"

The Southern Alberta Intercollegiate Rodeo Team is a part of the Canadian College Rodeo Association, which is an organization of college and university students from British Columbia, Saskatchewan and Alberta, who are passionate about the sport of rodeo and expanding their futures through post-secondary education. S.A.I.R.T, our rodeo team, is a combination of college and university students that expand from schools as far as Calgary, Lethbridge, Medicine Hat, and Standoff. The intercollegiate rodeo teams made up of student athletes and coaches take turn in hosting the 8-10 rodeos throughout the post-secondary school year from September to March. The Southern Alberta Intercollegiate Rodeo Team is a not-for-profit association, and we would not be able to put on these rodeos without the generous support of our sponsors and Volunteers.

Due to great sponsors and families, we have accomplished the following:
2014 - 2015 was a foundation building year
2015 - 2016 rodeo in Fort Macleod
2016-2017 rodeo in Fort Macleod
2017 - 2018 rodeos were held in Fort Macleod and Taber
Accomplishments
2018-2019 rodeos were held in High River, Taber and Fort Macleod
2019-2020 rodeos were held in Fort Macleod,
2021-2022 rodeos were held in Fort Macleod and Taber
2022-2023 Rodeo held in Claresholm
2023-2024 Rodeos planned for Fort Macleod, and a second date TBD.



CONTACT US

joy@hurlburtrock.com
Southern Alberta Intercollegiate
Rodeo Team - SAIRT
Box 1119
Fort Macleod, Alberta
TOL 0Z0

Supporting us:

- Platinum Buckle Sponsor - \$1,500 and above
- Gold Buckle Sponsor - \$1,000 to \$1,499
- Silver Buckle Sponsor - \$500 to \$999
- Bronze Buckle Sponsor - \$250 to \$499
- Team Donation - donations of \$249 or less, tack/feed, or product of your choice



c/o Thane & Joy Hurlburt
PO Box 1119, Fort Macleod, Alberta T0L 0Z0
(403) 330-5399

Dear MD of Willow Creek

A new school year is starting, and so is our college rodeo season. As we look forward to this season of 2023/2024, we look back and would like to thank our supporters of the last 9 years. We could never be where we are as a team without the support of the businesses and individuals, that have been so generous, even throughout the lean years.

Back in 2014 a group of students along with our coaches/mentors Thane & Joy Hurlburt of Fort Macleod, it was decided to embrace all the colleges and universities from Calgary, Medicine Hat, Three Hills, and Lethbridge (and more) and create a new independent group to compete in the Canadian College Rodeo Association, as a team. This has provided an opportunity for students to continue to grow in their sport and earn a degree from one of these top ranked Southern Alberta universities or colleges, as well as the ability to transfer between schools and continue with the same rodeo team.

This school season our goal is to produce several top CCRA college rodeos in our local communities providing a wholesome event for families, while keeping these events affordable for our communities to attend and enjoy this fantastic sport. We are looking forward to a year of team building and the ability to promote the benefits of agriculture, our agricultural lifestyle, and the sport of rodeo to our communities.

On the next page are a few of the events that our team, with our generous sponsors support, have been able to accomplish. If you could see yourself and/or your businesses sponsoring our team, please find the level (on back of the last page) that you are comfortable with and best fits your personal or business needs. If you have any questions, please do not hesitate to call Joy at (403) 330-5399 or email joy@hurlburtrock.com.

Thank You for your time and consideration,

Southern Alberta Intercollegiate Rodeo Team Bulls”

Southern Alberta Intercollegiate Rodeo Team Bulls”

With the support of our great sponsors and families we have accomplished the following;

- 2014 – 2015 was a foundation/building year
- 2015 – 2016 Rodeo in Fort Macleod
- 2016 – 2017 Rodeo in Fort Macleod
- 2017 – 2018 Rodeos in Fort Macleod and Taber
- 2018 – 2019 Rodeos in High River, Taber, and Fort Macleod
- 2019 – 2020 Rodeo in Fort Macleod
- 2021 – 2022 Rodeos in Fort Macleod and Taber
- 2022 – 2023 Rodeos in Fort Macleod and Claresholm
- 2023 – 2024 Rodeos planned in Fort Macleod and Claresholm

Please make all cheques payable to:

Southern Alberta Intercollegiate Rodeo Team, or, SAIRT

Can mail to:

PO Box 1119

Fort Macleod, AB

T0L 0Z0

Thank You,

Southern Alberta Intercollegiate Rodeo Team Bulls”

SPONSORSHIP LEVELS

Platinum Buckle Sponsor- 1500 and above

Recognition from Southern Alberta Intercollegiate Rodeo Team, company link added to the homepage of the Southern Alberta Intercollegiate Rodeo Team website.

- Sponsor flag presentation during the Southern Alberta Intercollegiate
 - 2 – 3 'by 8 'sponsor banners to be hung at the Southern Alberta Intercollegiate Rodeo Team rodeos and maximum announcer attention. Prime Signage Spots: Masters level sponsors will receive prime signage locations on either the bucking chutes or roping chutes, the areas that fans look to most frequently throughout the rodeo performance.
 - Business will receive 8 performance tickets to the Southern Alberta Intercollegiate Rodeo Team, Rodeo.
 - Business will receive top recognition on our social media pages.
- *Banners and Flags must be provided by sponsor

Gold Buckle Sponsor 1000-1499

Recognition from Southern Alberta Intercollegiate Rodeo Team, company link added to the Southern Alberta Intercollegiate Rodeo Team website.

- Sponsor flag presentation during the Southern Alberta Intercollegiate Rodeo Team rodeo grand entry.
 - One 3 by 8 sponsor banner to be hung for the Southern Alberta Intercollegiate Rodeo Team rodeo and frequent announcer attention.
 - Business will receive 6 performance tickets to the Southern Alberta Intercollegiate Rodeo Team, Rodeo.
- *Banners and Flags must be provided by sponsor

Silver Buckle sponsor 500-999

- Recognition from Southern Alberta Intercollegiate Rodeo Team, company link added to the Southern Alberta Intercollegiate Rodeo Team website.
 - Sponsor flag presentation during the Southern Alberta Intercollegiate Rodeo Team rodeo grand entry, and multiple announcer attention.
 - Business will receive 4 performance tickets to the Southern Alberta Intercollegiate Rodeo Team, Rodeo.
- *Banners and Flags must be provided by sponsor

Bronze Buckle Sponsor 250-499

Recognition from Southern Alberta Intercollegiate Rodeo Team and announcer to mention business at the Southern Alberta Intercollegiate Rodeo Team rodeo.

- Business will receive 2 performance tickets to the Southern Alberta Intercollegiate Rodeo Team, Rodeo.

Team Donation - donations of 249 or less, tack/feed, or products of your choice

- These funds or items will directly benefit the Southern Alberta Intercollegiate Rodeo Team by helping with day-to-day operating expenses, helping the team with travel costs, entry fees, and giving our team a foundation to grow from.
- Business will receive 1 performance ticket to the Southern Alberta Intercollegiate Rodeo Team, Rodeo.



Chief Administrative Officer Quarterly Report to Council October 5, 2023

CAO: Anthony Burdett

Quarter: Jul-Sep 2023

Strengthening Relationships – Improving Communication – Finding Efficiencies – Building Capacity

Town Administration

- Working on the recruiting process to hire a new Director of Operations.
- Town Staff BBQ and Town Pool Party.
- Held quarterly one on one meetings with Directors.
- Continuing the dialogue with GFL on improvements.
- Attended Annual Alberta Municipalities Conference.
- Fostered continued relationships with neighbouring CAOs.
- Attended/ Supported RCMP 150th Musical Ride.
- Land Use Bylaw Review with ORRSC.
- Taste of Fort Macleod Support and Participant .
- Customer Service Survey planning. Email Signature Survey.
- Council Retreat Plans.

Strategic Plan

- Strategic Action Plan.
 - o Reviewing annual progress on strategic goals.

Safe Community

- Safe Community Task Force. Meeting quarterly (Next meeting in Dec).
- Working with RCMP detachment.
 - o Hosting Open House with RCMP in Nov.
 - o Sharing communications.
 - o Voyent Alerts sent for public notices and safety (lost person, bears, etc).
- Working with Bylaw, RCMP, and Kennels to address stray dog concern.

Residential Housing

- Affordable Housing Project.
 - o Submitted RFP, reviewed applicants, and presented to Council. Awarded Lots for Affordable Housing Project.
- 9th Street housing developers.
 - o First 3 unit row house framed and sheeted (25 units planned).
 - o 9 Plex units framed and sheeted (36 units planned).

Infrastructure

- Macleod Landing.
 - o Working with potential buyers and developers.
 - o Pre-Sale coming soon.
 - o Construction to start early fall.



Chief Administrative Officer Quarterly Report to Council October 5, 2023

Business Growth

- 9th Street Industrial lots.
 - o 2nd lot sold.
- Cushman & Wakefield Hotel Feasibility Study .
 - o Reviewed study with C&W.
 - o Presented to Council, discussed with Chamber.
 - o Moving forward with next steps.
- Town of Fort Macleod and Area Publication Finalization Process.
- Regular meetings with Chamber President.
- Met with Travel Alberta & Twenty-31 – Highway 3 Corridor Project.
- Economic development.
 - o Meetings with realtors, chamber, and businesses to discuss economic development.
- Manning Lots.
 - o Listed on the website and with GulikerVis.
 - o 4 Manning Lots Sold.
- Highway 3 Twinning advocacy. Presentation and meeting with Transportation Director.

Anthony Burdett, CAO



Quarterly Report to Council
October 10th , 2023
Adrian Pedro – Director of Operations

PUBLIC WORKS

1. Water Servicing – flushing and painting of all hydrants completed. Curb stop replaced at green space by CIBC.
2. Sewer Servicing:
 - i. Three sections of Main St alley sewer relined following repairs; between 23rd St/24th St, 4th Ave/5th Ave, and 5th Ave to 6th Ave.
 - ii. Sewer main repaired at service of 320 18th St.
 - iii. Investigation of sewer issues 407 24th St ongoing, suspected pipe drop creating backup issues. Intent is to excavate and install a new manhole.
 - iv. All sewers flushed.
3. Road Maintenance:
 - i. Manhole repaired at 27th St/8th Ave.
 - ii. Line painting completed at all crosswalks, curbs ongoing, stop bars outstanding.
4. Recycling Area – illegal dumping has been a constant issue, with multiple truck loads per week being hauled to the dump. Delay in getting electrical lines installed for cameras due to Fortis approval.
5. Weed Spraying – conducted spring spraying at all parks, green spaces, and Town owned properties. There is currently a shortage of required weed spray which has hindered fall application.
6. Old Dump Site – all of the trees now chipped. Strong uptake in the ‘free woodchip’ program, with little remaining.
7. Mowing – all ditches and Town owned properties completed.
8. Hydrovac Training – equipotential bonding training completed. Staff are now certified to use the hydrovac truck around electrical facilities.

PLANTS

1. WWTP Operations Update:
 - i. TeaCup plug parts arrived in September, to be repaired in October.
 - ii. WAS piping repaired in July, redesign should reduce freeing in the winter months.
 - iii. MPE commissioned to create design drawings for blower piping reconfiguration, with the intent of reducing blower use which should reduce operating costs anywhere from \$5,000-\$20,000 annually.
 - iv. Heavy rains events were handled well with no treatment issues encountered.

2. WTP Operations Update:
 - i. Inspection from Alberta Environment Drinking Water Specialist in August to inspect the Town's resiliency to low water levels. No concerns were noted.
 - ii. Pump issue identified at the wells; removal required. Based on contractor availability may not be completed until 2024.
 - iii. Two (2) drinking water taste concerns received the same day, with no similarities in concerns at each location. Hydrants were flushed in the area, water samples taken and tested at both locations. Entire water treatment process was inspected and reviewed. No issues found, and no further concerns received.
3. Water & Sewer Billing Audit – ongoing.
4. Callout System – upgrades required to the current WIN-911 system, which will require upgrades to SCADA and Wonderware. MPE working on the system design and configuration.
5. Out of Town Water Users – discussions ongoing with AEPA regarding next steps with both landowners. Anticipate the Brobbel matter will be resolved ahead of the Van Driesten matter.

PARKS & FACILITIES

1. Arena Update:
 - i. Ice surfaced installed with installation of new Town, Minor Hockey and figure skating logos.
 - ii. Undertook repairs to the arena brine lines after a significant leak.
 - iii. Electrical repairs completed to ice plant.
 - iv. Installed new sidewalk in front of the arena, inclusive of accessible ramps, trees, electrical and irrigation.
2. Pool Update:
 - i. Winterization completed with no major issues.
 - ii. New staff manual finalized.
 - iii. New scheduling and timesheet software implemented this season, to be used in subsequent years.
 - iv. Overall record-breaking attendance to the facility compared to previous years.
3. Parks Update:
 - i. Mowing and whipping fall cut completed.
 - ii. Landscaping, tables and benches installed by the skate park.
 - iii. Westwinds:
 - a. Diamond 5 irrigation repairs completed.
 - b. New entryway sign and landscaping installed at entrance.
 - c. Buildings painted and dugout roofs replaced.
 - d. New fence line installed on north side of parking lot.
 - e. New portable mound installed on diamond 5.
 - iv. Wilderness Park:
 - a. Installed new storybook walk.
 - b. Expanded internal trail system.
 - c. Maintained and pruned all trails.

- v. Cemetery:
 - a. Scatter garden - pergola installed, awaiting sign manufacturing.
 - b. New memorial benches installed.
 - c. New Limestone placed along internal roads.
- 4. Other Facilities:
 - i. Community Hall – new point to point internet installed using the arena service.
 - ii. Scouts Hall – new point to point internet installed using the arena service.
 - iii. Holy Cross Cemetery – Diocese has struck an internal committee to deal with all rural cemeteries, with Holy Cross being their first priority. The likely outcome will be to revert the cemetery and adjacent lands back to the Town. They intend to have the matter resolved before spring 2024.
 - iv. Annual fire extinguisher program completed.
- 5. Pathway Master Plan – first draft of the report being reviewed.
- 6. Events – hosted the triathlon, several baseball and softball tournaments, and FCSS back-to-school connect.

PLANNING AND DEVELOPMENT

- 1. Development Agreements:
 - i. Frans Feyter Construction – offsite improvements completed. Onsite improvements currently under review, awaiting information from the developer.
- 2. Bylaws:
 - i. Bylaw 1969 - Road Closure (Perkins Street) in process at Alberta Transportation
 - ii. Bylaw 1976 – Environmental Reserve (realign ER in subdivision 2023-0114), 1st reading proposed for October 10th.
- 3. Land sales/swaps in various stages of completion:
 - i. 9th Street residential lots – all sold, last sale to close October 30th.
 - ii. Manning industrial lots – Lot 20 (closed Sept 22nd), Lot 21 (closed Sept 29th), Lot 22 (closes Oct 30th).
 - iii. 160 acre – conditional sale agreement 2024.
- 4. Subdivisions:
 - i. 2022-0-019 (Foothills Centre) - approval pending finalization.
 - ii. 2023-0-032 (2478892 Alberta Ltd.) - approval pending finalization.
 - iii. 2023-0-114 (Daisy May) - approval pending finalization.
 - iv. 2023-0-122 (14940059 Canada Ltd. Macleod Meadows) – MPC October 16th.
- 5. Non-Compliance – 3 compliance issues ongoing.
- 6. Rosewood Villa – Court of Appeal decision issued September 14th (see Appendix A)

7. Development Comparison Summary:

	2022	2023 (as of June 30)	2023 (as of September 30)
Development Permits	101	61	92
Subdivisions	1	2	4
Bylaw Amendments	6	5	7
Land sales	12	8	14
Compliance letters	42	17	30

MAJOR PROJECTS

1. Asphalt Program – 365m of existing road milled and paved.
2. Sidewalk Program – 160m of existing sidewalk replaced, including accessibility revisions to the arena and pool entrances.
3. Pathway Program - 1.2km of existing gravel pathway paved along Water St west of Hwy 811.
4. Solar Panel Installation – 100% of panels operational following inverter replacement. In the first 3 months of operation (Mar-May), the Town received \$10,080.83 worth of credit. Currently awaiting further information from Direct Energy for subsequent months, as credit reporting is delayed from AESO.
5. Waste and Recycling Program – revised billing and improved program underway. Given the remaining commercial collection deficit, Administration is engaging in further discussions with GFL to reduce expenses.
6. Fall Household Cleanup – scheduled for October 13-14.
7. Macleod Landing Phase 1:
 - i. Contract 1 (underground water and sanitary) - awarded to McNally Contractors. Anticipated start date end of October-early November.
 - ii. TIA – still awaiting further Stage 1 information from AT in order to finalize the TIA analysis.
 - iii. Contract 2 (storm, surface works and shallow utilities) – design underway, anticipated tender award in spring 2024.
8. Centennial Park Lighting – completed.
9. Stormwater Management Plan - system design ongoing, anticipate having first draft of report in late 2023, in addition to including estimates for critical work in the 2024 capital budget. Interim stormwater measures enacted in critical areas along 22nd St and 17th St.
10. Asset Management – ongoing data collection on critical assets ongoing. As-built information and financial information being recording to pertinent assets.

11. Service Requests – 112 service requests this quarter, a 50% decrease over the previous quarter. This is mostly attributed to an underutilization of the system and fewer tasks being completed as the season is winding down. See Appendix B for a summary of service requests for Q3.

12. Dust Abatement Program:

- i. Priority A roads - MG30 abatement applied to Rge Rd 261, Deer Path Meadows, Avro Anson Rd, River Valley Estates, and 9th Ave.
- ii. Base stabilization & dust suppression - applied to gravel portion of Lyndon Rd using MG30.
- iii. Priority B roads - MG30 abatement applied to 30th St and 27th St only.

13. Gravel Road Improvement Program – 235m of Sgt. Wilde south of 12th St paved to an industrial cross-section. An updated Priority Index is attached in Appendix C.

Respectfully Submitted,



Adrian Pedro,
Director of Operations

Appendix A

Rosewood Villa Court of Appeal Judgement

COURT OF APPEAL OF ALBERTA

COURT OF APPEAL FILE NUMBER: 2201 0102AC
REGISTRY OFFICE: CALGARY
PLAINTIFF/APPLICANT: 836663 ALBERTA LTD., KEN
SEGBOER, LINNET SEGBOER
STATUS ON APPEAL: APPELLANTS



DEFENDANT/RESPONDENT: CHINOOK INTERMUNICIPAL
SUBDIVISION AND
DEVELOPMENT APPEAL
BOARD, TOWN OF FORT
MACLEOD
STATUS ON APPEAL: RESPONDENTS

DOCUMENT: **JUDGMENT**
ADDRESS FOR SERVICE AND
CONTACT INFORMATION OF PARTY
FILING THIS DOCUMENT: BROWNLEE LLP
2200, 10150 – 102 ST
EDMONTON AB T5J 4G8
Phone: 780.497.4800
Lawyer: Jeneane S. Grundberg, KC
Email: jgrundberg@brownleelaw.com

**DATE ON WHICH ORDER WAS
PRONOUNCED:** September 14, 2023

LOCATION OF HEARING: Calgary, Alberta

**NAMES OF JUDGES WHO GRANTED
THIS ORDER:** Justice M.G. Crighton
Justice E.A. Hughes
Justice W.T. deWit

UPON THE HEARING OF THIS APPEAL ON September 14, 2023, of an appeal from the Decision of the Chinook Intermunicipal Subdivision and Development Appeal Board (“SDAB”) of March 21, 2022, as amended April 12, 2022; AND UPON HEARING representations from counsel for the Appellants, 836663 ALBERTA LTD., KEN SEGBOER, LINNET SEGBOER, and counsel for the Respondent, TOWN OF FORT MACLEOD (the

“Respondent Town”); AND UPON NOTING THAT the Respondent SDAB did not send representation, and took no position on the appeal;

IT IS ORDERED THAT:

1. The Reasons of the relevant decision of the SDAB are inadequate;
2. The SDAB's decision is cancelled;
3. The matter is remitted to the SDAB for a rehearing, and the SDAB shall convene a new panel;
4. The Appellants are jointly and severally responsible to pay the Respondent Town cost of this appeal in the amount of \$3000 (inclusive of disbursements), payable forthwith and in any event of the cause.

Registrar, Court of Appeal

APPROVED AS BEING THE ORDER GRANTED:

Davies & Williamson

Per:

Charlene Scheffelmair,
Counsel for the Appellants

Brownlee LLP

Per:

Jeneane S. Grundberg, KC,
Counsel for the Respondent, Town of Fort Macleod

Appendix B

Service Requests Quarterly Summary

Town of Fort Macleod

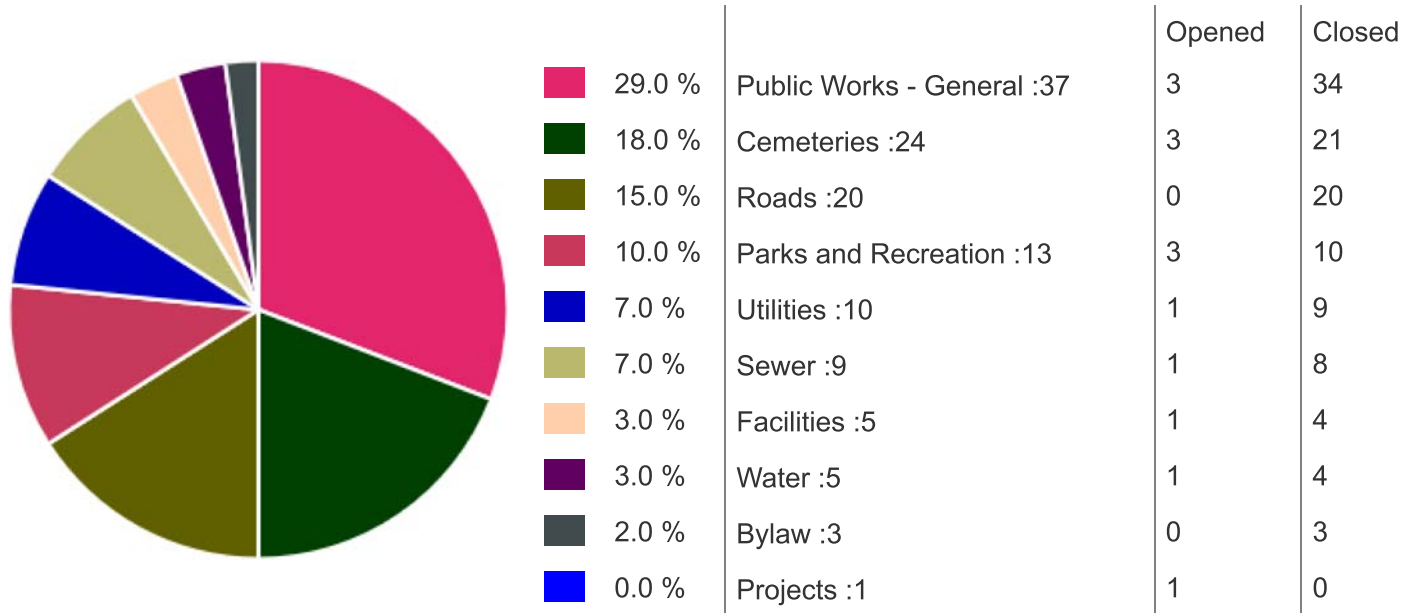
Report Statistics

October-04-2023







Date Period : June-28-2023 - October-04-2023




Total Number of Requests :	127
Opened :	14
Closed :	113
Total Time Tracked :	290.40 hours
Total Cost Tracked :	\$1290.00
Total Mileage:	6.00 km
Average number of days to close a service request :	6
Average number of days to close a service request (System wide) :	7
Number of submissions from the website :	7
Number of submissions from Service Tracker :	116
Number of submissions from Residents :	4

Total number of requests by Category :



Details

		Opened	Closed
	29.0 % Public Works - General :37	3	34
	Weed Control :4	0	4
	Mowing and Whipping :1	0	1
	Miscellaneous Public Works Items :14	1	13
	General Maintenance :6	1	5
	Garbage/Recycling Bin Collection/Drop Off :9	0	9
	Garbage Collection :1	0	1
	Compost Cleanup :2	1	1
	18.0 % Cemeteries :24	3	21
	Monument Inspection :1	0	1
	Grave Marking Digging/Filling :13	1	12
	Grave Maintenance :3	1	2
	Grave and Headstone Marking :5	0	5
	Gopher Control :2	1	1
	15.0 % Roads :20	0	20
	Street Sweeping :3	0	3
	Sign Repair and Maintenance :4	0	4
	Sidewalk Repair/Maintenance :3	0	3
	Potholes :1	0	1
	Grading/Road Repair :7	0	7
	Alley :2	0	2
	10.0 % Parks and Recreation :13	3	10
	Pruning Trees :1	0	1
	General Service Request :2	0	2
	General Repairs :1	0	1
	Garbage Cleanup :1	0	1
	Flag Request :1	0	1
	Dog Poop Bag Maintenance :1	1	0
	Cleaning :2	0	2
	Beautification :1	1	0
	Admin Work :3	1	2
	7.0 % Utilities :10	1	9
	Water Turn On Request :5	0	5
	Water Shut Off Request :5	1	4
	7.0 % Sewer :9	1	8
	Storm Catchbasin Cleaning :1	0	1
	Sewer Service Installation/Repair :1	0	1

	Sewer Main Installation/Repair :1	1	0
	Sanitary Sewer Service Issues :3	0	3
	Manhole Concern :1	0	1
	Camera Sewer System :2	0	2
 3.0 %	Facilities :5	1	4
	General Maintenance :1	0	1
	General Inquiry :4	1	3
 3.0 %	Water :5	1	4
	Water Service Installation/Repair :2	1	1
	Discoloured Tap Water :1	0	1
	Curb Stop Repair/Maintenance :2	0	2
 2.0 %	Bylaw :3	0	3
	Bylaw Inquiry :2	0	2
	Bylaw Enforcement :1	0	1
 0.0 %	Projects :1	1	0
	Capital Project :1	1	0

Appendix C

Priority Index (as of June 2023)

Road Section	AADT	Traffic Factor	Road Class	Road Classification Factor	Maintenance Type	Maintenance Factor	Grading Difficulty	Grading Factor	# of Driveways	Driveway Factor	Priority Index
Sgt Wilde Rd from 12th St to Manning Ave	61-100	4	Heavy Traffic	6	Frequent grading, material placement	5	Med	3	0-3	0	18
14th St from 8th Ave to Service Road	61-100	4	Heavy Traffic	6	Regular grading, reshaping	0	High	5	4-6	2	17
8th Ave from 14th St to 12th St	61-100	4	Heavy Traffic	6	Regular grading, reshaping	0	Med	3	4-6	2	15
Avro Anson Rd west of 4th Ave	31-60	2	Light Traffic	2	Dust suppression placement	3	Low	0	10+	6	13
8th Ave from 12th St to 9th St	31-60	2	Heavy Traffic	6	Regular grading, reshaping	0	Med	3	0-3	0	11
Lyndon Rd from golf course west	31-60	2	Medium Traffic	4	Dust suppression placement	3	Low	0	4-6	2	11
Deer Path Meadows Rd east of Rge Rd 262	0-30	0	Light Traffic	2	Dust suppression placement	3	Low	0	10+	6	11
7th Ave from 12th St to 9th St	0-30	0	Heavy Traffic	6	Regular grading, reshaping	0	Med	3	0-3	0	9
9th Ave adjacent to cemetery	31-60	2	Light Traffic	2	Dust suppression placement	3	Low	0	0-3	0	7
Rge Rd 261 south of Hwy 811	0-30	0	Light Traffic	2	Dust suppression placement	3	Low	0	4-6	2	7
11th St between Sgt Wilde and 1st Ave	0-30	0	Heavy Traffic	6	Regular grading, reshaping	0	Low	0	0-3	0	6
River Valley Estates east of Hwy 811	0-30	0	Light Traffic	2	Dust suppression placement	3	Low	0	0-3	0	5
27th St from 8th Ave to Jenkins	31-60	2	Light Traffic	2	Regular grading, reshaping	0	Low	0	0-3	0	4
30th St east of 9th Ave	0-30	0	Light Traffic	2	Regular grading, reshaping	0	Low	0	0-3	0	2



COUNCIL SUBMISSION

NEW BUSINESS

October 10, 2023

FINANCE QUARTERLY REPORT SEPTEMBER 2023

RECOMMENDATION:

That Council approves the attached report.

PREPARED BY: Kris Holbeck, Director of Finance



Quarterly Report to Council – October 10, 2023

Kris Holbeck – Director of Financial Services

TAXATION/CEMETERY/ACCOUNTS PAYABLE

1. The 2023 tax recovery auction on October 3, 2023 at 1 pm was cancelled as the property taxes were paid in full on all properties.
2. Scattering grounds/memorial bench project landscaping is now complete with the addition of the rock wall and the pergola.
3. Front office staff continue working on confirming all cemetery records have been moved over from the GIS program and are correct in the asset management system. This process will take most of 2023 and the 2023/2024 museum intern is assisting Town staff in this project's completion.

INFORMATION TECHNOLOGY

1. Finance is working on online payments through our website using our current provider Global Payments Inc.
2. Administration continues to work with LRSD IT department on 2FA (Two factor authentication) for Town staff when using Town technology.

RECORDS MANAGEMENT

1. Laserfiche project continues with minute digitization and searchability in the next phases of the project. The new website will be able to implement public facing documents. Staff continues to work on digitizing agreements.
2. Land files are also on the list of upcoming digitization projects to ensure these permanent records are not lost in case of a disaster as they are mostly physical records currently.
3. Annual destruction of archived documents is taking place per the Records Management Bylaw. Destruction of historic transitory records is also ongoing.

INSURANCE AND RISK MANAGEMENT

1. Staff continue to review insured assets to ensure that the Town has all assets covered and that any assets that have been sold or disposed of are removed from the inventory listing.

AUDIT, BUDGETING AND CONTROL SYSTEMS

1. Departmental budget worksheets have been filled out and sent back to Directors for review. Once these budgets have been approved, they are sent to the Director of Finance for consolidation into the overall 2024 operating budget which will be presented to Council in the fall for provisional budgeting.
2. Director of Operations will be developing the 2024 capital budget and 5 year forecast for Council to approve in December.
3. New accounting guidelines for Asset Retirement Obligations are in effect for the 2023 financial audit and Administration is working on getting a cost estimate for a third-party contractor to determine if, or what the Town's obligation may be, for our financial statement disclosure. Based on the cost estimate, it may come back to Council for approval.
4. Policies for both Asset Retirement Obligations and Contaminated Site Liability will be coming to Council in November for information.

INVESTMENTS AND RESERVES MANAGEMENT

1. Reserves are being updated to ensure Administration has a clear picture of funding levels for the 2024 operating and capital budget cycles.

MISCELLANEOUS

1. Policy review and development, procedure development and documentation for front office duties and Tangible Capital Asset (TCA) financial integration into the Munisight Asset Management System will be ongoing items for the foreseeable future.



Kris Holbeck, Director of Finance



COUNCIL SUBMISSION

Administrative Reports

October 10, 2023

Community & Protective Services Quarter Three Report

[Title]

RECOMMENDATION:

None, provided as information.

DETAILS:

Quarterly Report July – September 2023

ATTACHMENTS:

If applicable, attachments to the report.

PREPARED BY: Liisa Gillingham, Director of Community & Protective Services

APPROVED BY: Anthony Burdett, CAO



Town of Fort Macleod
Director of Community & Protective Services
Quarterly Report July - September 2023

HR/Payroll

- Summer employment mostly done Sept.1, 2023 and ROE's complete for all summer positions
- Engaged in recruitment process for Dir. OPs

Community Services & General Administration

- 150th Community Celebration Committee meetings, extra meetings have now been scheduled and we meet two times a month.
- Market Complete and have debrief scheduled with Coordinator to discuss potential for 2024 market.
- Santa Claus parade Committee meetings – prepping the float, monthly committee meetings and will increase until the parade week.
- Fire Services Medals – applications lost by province and have resubmitted, waiting for bars to be mailed.
- Community Events and gifts for prizes: Ladies Golf tournament.
- TNC Marketing – Working on a Community and Business Profile finalized and confirming editing and pictures.
- Grant application in progress for accessible playground equipment.
- Working with Curling Club for 125th Celebration.
- Worked with Chamber for Taste of Fort Macleod as well as 12th Street Business highlight.

Municipal Bylaw Enforcement

- Dog Adoption policy finalized and has been utilized.
- Animal control is, as always, a large part of the role for bylaw enforcement. This has been a huge problem over the last 5 months. Our kennel space is over full, and we are working on placing dogs with shelters, however, across the province shelters seem to all be over full.
- Reviewing administrative procedures and software for Bylaw program
- Unsightly Premises a focus through the summer months.
- Alley cleanup and unsightliness to be addressed in the fall.
- Lots of patrolling and being visible in the community, great feedback from residents about how much they see Steve out an about.

FCSS Office Summer Stats to be provided at next meeting.

Prepared by:
Approved by:
Submitted to:

Liisa Gillingham
Anthony Burdett
Town Council

Date: October 4, 2023
Date: October 4, 2023
Date: October 10, 2023



Council Motion List

Action Required Items

Report Date: Oct 2023

Meeting Date	Motion #	Motion	Status	Notes
February 22, 2021	R.037.2021	Fort Macleod Volleyball Club _Moved by Councillor Monteith that Council approves the Fort Macleod Volleyball Club's proposal in principal, directing Administration to work with the Fort Macleod Volleyball Club and planning services to identify logistics and bring recommended information back to Council. CARRIED	ON GOING	
September 27, 2021	R.278.2021	Holy Cross Cemetery Moved by Councillor Dressler that Council accepts the letter to the editor from Margret Moore in the September 1st, 2021, edition of the Gazette, as well as the Letter to Council from Frank W. Eden on September 22, 2021, as information; and further, directs Administration to communicate with the Catholic Church and evaluate the situation and possible next steps for both the Town and church regarding the Holy Cross Cemetery and adjacent land. CARRIED	IN PROGRESS	Met with Church to discuss options, Church to discuss with their board. Calgary Bishop to investigate options.
February 28, 2022	R.064.2022	Waste & Recycling Petition Moved by Councillor Van Huigenbos that Council and Administration review the Public Participation Policy and make any needed revisions or additions to comply with the requests in the petition, namely improving community consultation, involvement, input, and consideration. CARRIED	COMPLETED	Policy revised Sept 2023
October 11, 2022	R.222.2022	Safe Community Task Force Initiative Moved by Councillor Van Huigenbos that Council directs Administration to investigate and bring back to Council an Anti-Theft Bylaw to regulate activities of Pawn Shops, Second-hand dealers, and Scrap Metal within the Town of Fort Macleod. CARRIED	IN PROGRESS	Draft Bylaw underway.
January 9, 2023	R.014.2023	Stage 1A Highway 3 Twinning Moved by Councillor Poytress that Council directs Administration to work alongside Council to advocate for the construction of the Stage 1A section of the Highway 3 Twinning Project. CARRIED	ON GOING	Meeting with Regional Director Alberta Transportation Sept 2023.
February 13, 2023	R.050.2023	Bylaw 1969: Road Closure Perkins Street Moved by Councillor Poytress Bylaw 1969, being a bylaw of the Town of Fort Macleod in the Province of Alberta, for the purpose of closing the road to public travel and creating a title to and disposing of the following described highways subject to rights of access granted by other legislation: FIRSTLY: PLAN 1327JK ALL THAT PORTION OF PERKINS ST. AND CORNER CUTOFF FORMING A PART OF LOT 17, BLOCK 32, PLAN _____ CONTAINING 0.441 HECTARES (1.09 ACRES) EXCEPTING THEREOUT ALL MINES AND MINERALS. SECONDLY: PLAN 821 1014 THE CORNER CUTOFF AT THE INTERSECTION OF PERKINS STREET AND MANNING AVENUE FORMING A PART OF LOT 17, BLOCK 32, PLAN _____ CONTAINING 0.001 HECTARES (0.002 ACRES) EXCEPTING THEREOUT ALL MINES AND MINERALS Hereby give first reading; and further advertise a public hearing to be held on a date yet to be determined once the circulation to utility companies, landowners within 30 meters and other government agencies has been completed. CARRIED	IN PROGRESS	BOA at Minister
March 13, 2023	R.079.2023	ADM16 Public Participation Policy Moved by Councillor Hengerer that Council brings ADM 16: Public Participation policy to an upcoming Committee of the Whole Council meeting for further discussion. CARRIED	COMPLETED	Policy revised Sept 2023
April 10, 2023	R.101.2023	Canadian History Ehx – Craig Baird Moved by Councillor Hengerer that Council directs Administration to review the 2023 Marketing budget in regard to Canadian History Ehx, and bring back to Council. CARRIED	IN PROGRESS	
April 24, 2023	R.119.2023	Alberta Southwest: Energy Efficiency Moved by Councillor Monteith that Council directs Administration to work with Alberta Southwest in applying for Municipal Energy grant possibilities. CARRIED	IN PROGRESS	Information sent to Alberta Southwest. Application in progress.
June 12, 2023	R.150.2023	Residential Multi-Unit Tax Incentive Application: VB Block Commercial Inc Moved by Councillor Fox that Council approves the application from VB Block Commercial Inc. regarding Roll #3245400 (535-26th Street) and directs Administration to enter into a residential multi-unit tax incentive agreement with the property owner for the 2024-2027 cycle. CARRIED	COMPLETED	Agreement in place.

June 12, 2023	R.151.2023	2023 Tax Recovery Public Auction	COMPLETED	Auction scheduled October 3, 2023.
		Moved by Councillor Monteith that Council approves the 2023 tax recovery public auction to be held on Tuesday, October 3, 2023, at 10:00 am, as per the attached terms and conditions pursuant to 553(1)(f) Municipal Government Act, the addition of all tax recovery costs to the relevant rolls and sets the reserve bids as follows: <ul style="list-style-type: none"> • 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. CARRIED 		
June 12, 2023	R.152.2023	Fort Macleod Chiropractic Triathlon	COMPLETED	Event July 8, 2023
	R.153.2023	Moved by Councillor Hengerer that Council approves a waiver of rental fees for the pool costs and curling rink for the 2023 Fort Macleod Chiropractic Triathlon. CARRIED Moved by Councillor Hengerer that Council approves a cash donation of \$1000.00 towards the 2023 Fort Macleod Triathlon from Council's gifts & donations budget. CARRIED		
June 12, 2023	R.154.2023	Building Reserve Transfer	COMPLETED	Cabinets installed
June 26, 2023	R.166.2023	Bylaw 1973: LUB Rezone R to R-MU (2nd & 3rd reading)	COMPLETED	
		Moved by Councillor Hengerer that Bylaw 1973, being a Bylaw in the Town of Fort Macleod in the Province of Alberta, to amend Bylaw No. 1882, being the municipal Land Use Bylaw; for the purpose of to redesignating 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," to be given the second reading. DEFEATED		
June 26, 2023	R.167.2023	Bylaw 1967: Macleod Landing Debenture (2nd & 3rd reading)	COMPLETED	Funding received Sept 15, 2023.
	R.168.2023	Moved by Councillor Hengerer that Bylaw 1967, being a bylaw of the Town of Fort Macleod in the Province of Alberta, to authorize the financing, undertaking and completion of engineered structures upgrades to phase one of the Macleod Landing development, hereby given second reading. CARRIED Moved by Councillor Fox that Bylaw 1967, being a bylaw of the Town of Fort Macleod in the Province of Alberta, to authorize the financing, undertaking and completion of engineered structures upgrades to phase one of the Macleod Landing development, hereby given third reading and finally declared passed. CARRIED		
June 26, 2023	R.169.2023	Bylaw 1975: Designated Officer (1st reading)	COMPLETED	
		Moved by Councillor Fox that Bylaw 1975, being a Bylaw in the Town of Fort Macleod in the Province of Alberta, to establish one or more positions to carry out the powers, duties and functions of a designated officer, hereby given first reading. CARRIED		
	R.170.2023	Moved by Councillor Monteith that Council amends Section 3 of Bylaw 1975, to state, "To ensure proper oversight and accountability, it is required that all cheques, financial agreements, negotiable instruments, as well as the opening and closing of money-holding accounts, must be signed by two designated authorities. One signing authority shall be a Council member (Mayor, Deputy Mayor, or Councillor), while the other signing authority shall be an Administrator (CAO, Director of Finance, or Director of Community and Protective Services)." CARRIED		
	R.171.2023	Moved by Councillor Hengerer that Bylaw 1975, being a Bylaw in the Town of Fort Macleod in the Province of Alberta, to establish one or more positions to carry out the powers, duties and functions of a designated officer, as amended in Section 3, be given second reading. CARRIED		
	R.172.2023	Moved by Councillor Hengerer that Bylaw 1975, being a Bylaw in the Town of Fort Macleod in the Province of Alberta, to establish one or more positions to carry out the powers, duties and functions of a designated officer, to proceed with third reading. UNANIMOUSLY CARRIED		
	R.173.2023	Moved by Councillor Monteith that Bylaw 1975, being a Bylaw in the Town of Fort Macleod in the Province of Alberta, to establish one or more positions to carry out the powers, duties and functions of a designated officer is to be given third reading and finally declared passed. CARRIED		
June 26, 2023	R.174.2023	OP#18: Memorial Bench & Tree Program Policy	COMPLETED	
		Moved by Councillor Fox that Council accepts OP#18: Memorial Bench & Tree Program Policy as information. CARRIED		
June 26, 2023	R.175.2023	Hotel Feasibility Study	COMPLETED	Accepted by Council Sept 25, 2023
		Moved by Councillor Van Huigenbos that Council approves the Town of Fort Macleod's collaboration with the Fort Macleod & District Chamber of Commerce to carry out a hotel market study consultation and appraisal proposal, facilitated by Cushman & Wakefield; the Town's financial commitment to the project shall not exceed \$6,000.00. CARRIED		
		Alberta Municipalities Conference 2023		Convention September 26,

June 26, 2023	R.176.2023	Moved by Councillor Monteith that Council approves seven (7) members of Council and Administration to attend the 2023 Alberta Municipalities Convention on September 27th-29th, 2023, at the Edmonton Convention Centre. CARRIED	COMPLETED	Convention September 29, 2023
June 26, 2023	R.177.2023	Local Film Sponsorship Request Moved by Councillor Poytress that Council approves the donation of the film application fee, facility rental cost, Fire Chief hourly costs, as well as the \$5,000.00 damage and security deposit for the local film production led by Natasha Hurlburt. CARRIED	COMPLETED	
August 28, 2023	R.183.2023	Provincial Historic Area Guidelines That Council approves funding for the Provincial Historic Area Design Guidelines update project, with an anticipated budget of \$15,000.00. CARRIED	IN PROGRESS	
August 28, 2023	R.184.2023	Subdivision Referral MDWC 2023-0-109 That Council accepts the Subdivision referral from the Municipal District of Willow Creek # MDWC 2023-0-109 as information. CARRIED	COMPLETED	
August 28, 2023	R.185.2023	Proclamation Development Officer's Week That Council proclaims September 19, 2023, to September 22, 2023, to be designated Alberta Development Officers week in the Town of Fort Macleod to recognize Development Officers and their commitment to public service. CARRIED	COMPLETED	September 19-22, 2023
August 28, 2023	R.186.2023	ADM 40: Exempt to Taxable Sales Policy That Council accepts the presented ADM 40: Exempt to Taxable Sales Policy as information. CARRIED	COMPLETED	Signed & filed
August 28, 2023	R.187.2023	Request for Proposal: Affordable Housing Initiative That Council approves the Fort Macleod Affordable Housing Initiative Request for Proposal as amended. Amendments: Evaluation and selection process: Add in a requirement for community capability and sustainability. & Proposal requirements: Add in a community engagement outline. CARRIED	COMPLETED	Completed. Tender awarded September 25, 2023.
August 28, 2023	R.188.2023	FCSS Provincial Funding Update That Council approves a 4% increase to Family and Community Support Services (FCSS) funding for the 2023 budget year to match the increase from the province. CARRIED	COMPLETED	Added to 2023 & 2024 budget.
August 28, 2023	R.189.2023	MD of Willow Creek: Library Board Appointment That Council accepts the Municipal District of Willow Creek No.26 appointed representative Reeve Maryanne V. Sandberg to serve on the Town of Fort Macleod Library Board for a 3-year term (October 2022 to October 2025). CARRIED	COMPLETED	Letter sent.
August 28, 2023	R.190.2023	150th Celebration Committee That Council directs Administration to add a line for consideration in the 2024 provisional budget for the 150th Community Celebration in the amount between \$50,000.00 and \$150,000.00 with fundraising options, admission and other details to be determined at a later date. CARRIED	IN PROGRESS	Added to 2024 Operating budget.
September 11, 2023	R.196.2023	ADM 16: PUBLIC PARTICIPATION POLICY That Council approves ADM 16: Public Participation Policy as presented. CARRIED	COMPLETED	Policy signed & filled.
September 11, 2023	R.197.2023	DEVELOPMENT PERMIT APPLICATION 082-23 That Council approves Development Permit Application 082-23, sign in conjunction with Development Permit 024-23 and shall expire on April 10, 2025, unless an extension is approved as presented in "Approval Option 1". CARRIED	COMPLETED	
September 11, 2023	R.198.2023	RENTAL FEE WAIVER REQUEST That Council waives the rental fee for the Empress Theatre and Fort Macleod Pride fundraising event at the Community Hall, October 5, 2023. CARRIED	COMPLETED	Event October 5, 2023.
September 11, 2023	R.199.2023	DIVERSITY AND INCLUSION That Council directs administration to research diversity and inclusion workshops and bring back possible education opportunities for Council's approval. CARRIED	IN PROGRESS	