



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING
DECEMBER 12, 2022
AGENDA**

Time: 7:00 P.M.

Place: Council Chambers

Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNLIKA/live>

NOTICE OF RECORDING

CALL TO ORDER

AGENDA: ADOPTION OF AGENDA

MINUTES: REGULAR MEETING – NOVEMBER 28, 2022

DELEGATION: LIVINGSTONE RANGE SCHOOL DIVISION – Jas Schmirler
RE: International Student Program

ACTION ITEMS:

1. BYLAW #1754 – BMO Operational Borrowing Bylaw
RE: 2nd & 3rd Readings
2. BYLAW #1755 – AMSC Operational Borrowing Bylaw
RE: 2nd & 3rd Readings
3. BYLAW #1756 – Water & Sewer Bylaw Amendment
RE: 1st Reading
4. CORRES: Hon. Mike Ellis, Minister of Public Safety and Emergency Services
RE: Provincial Changes to Victim Services
5. CORRES: Mr. Joe Ceci, MLA Calgary-Buffalo
RE: The Sovereignty Act Creates Uncertainty for Municipalities
6. CORRES: Town of Fort Macleod
RE: Intermunicipal Collaboration Framework Agreement Committee
7. REQUEST FOR DECISION: Kinsmen Club Grant Application
8. REQUEST FOR DIRECTION: 2023 Town Council Open Houses
9. INFORMATION BRIEF: Local Government Fiscal Framework
10. INFORMATION BRIEF: Truth & Reconciliation Training
11. INFORMATION BRIEF: Community Development Committee Report
12. INFORMATION BRIEF: Strategic Plan Update
13. INFORMATION BRIEF: Council Committee Reports
14. INFORMATION BRIEF: Council Resolution Status
15. ADOPTION OF INFORMATION ITEMS

INFORMATION ITEMS:

1. Claresholm Community Centre Association Meeting Minutes – November 1, 2022
2. Alberta SouthWest Regional Alliance Board Meeting Minutes – November 2, 2022
3. Alberta SouthWest Bulletin – December 2022
4. ORRSC Periodical – Land use planning for wildfire resilience – Winter 2022

ADJOURNMENT



Claresholm

**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
REGULAR COUNCIL MEETING MINUTES
NOVEMBER 28, 2022**

**Place: Council Chambers
Town of Claresholm Multi-Use Community Building, 111 – 55 Avenue West
Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajyPVAtNL1KA/live>**

COUNCIL PRESENT: Deputy Mayor Kandice Meister, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles, Brad Schlossberger and Craig Zimmer

ABSENT: Mayor Chelsae Petrovic

STAFF PRESENT: Chief Administrative Officer: Abe Tinney, Finance Assistant: Karine Keys

MEDIA PRESENT: None

NOTICE OF RECORDING: Deputy Mayor Meister provided notice that live streaming and recording of the Council meeting would begin immediately at 7:00 p.m. and that recording would continue until such time as the meeting goes In Camera and/or is adjourned.

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Deputy Mayor Meister.

AGENDA: Moved by Councillor Cutler that the Agenda be accepted as presented.

CARRIED

MINUTES: **REGULAR MEETING – NOVEMBER 14, 2022**

Moved by Councillor Zimmer that the Regular Meeting Minutes of November 14, 2022 be accepted as presented.

CARRIED

ACTION ITEMS:

1. **BYLAW #1754 – BMO Operational Borrowing Bylaw**
RE: 1st Reading

Moved by Councillor Carlson to give Bylaw #1754, the BMO Operational Borrowing Bylaw regarding the Town’s revolving line of credit in the amount of \$450,000, 1st Reading.

CARRIED

2. **BYLAW #1755 – AMSC Operational Borrowing Bylaw**
RE: 1st Reading

Moved by Councillor Cutler to give Bylaw #1755, the AMSC Operational Borrowing Bylaw regarding the Town’s MasterCard account in the amount of \$50,000, 1st Reading.

CARRIED

3. **CORRES: Hon. Rebecca Schulz, Minister of Municipal Affairs**
RE: 2022/23 Fire Services Training Grant

Received for information.

4. **CORRES: Town of Nanton**
RE: Intermunicipal Collaboration Framework

Received for information.

5. **REQUEST FOR DECISION: Fortis Franchise Fee**

Received for information.

6. **REQUEST FOR DECISION: Annexation**

MOTION #22-150 Moved by Councillor Schlossberger to proceed with the intent for annexation for the land located at:

- 4;27;12;22 NE
- 4;27;12;27 NE
- 4;27;12;27 SE

from the MD of Willow Creek No. 26 to the Town of Claresholm.

CARRIED

7. **REQUEST FOR DECISION: Claresholm Fire Department Business Plan**

MOTION #22-151 Moved by Councillor Zimmer to approve the Claresholm Fire Department’s Business Plan as presented.

CARRIED

8. **REQUEST FOR DECISION: Fire Engine Replacement Purchase**

MOTION #22-152 Moved by Councillor Kettles to accept the proposal and proceed with the purchase of the Fort Gary Triple Combination pumper, at a cost of \$667,840.00.

CARRIED

MOTION #22-153 Moved by Councillor Zimmer to fund the 15% down payment of the Fort Gary Triple Combination pumper from the Fire Capital Reserve.

CARRIED

9. REQUEST FOR DECISION: 2023 Interim Budget

MOTION #22-154 Moved by Councillor Cutler to approve the Interim 2023 Operational and Capital Budgets as presented.

CARRIED

10. FINANCIAL REPORT: Statement of Operations October 31, 2022

Moved by Councillor Zimmer to accept the Consolidated Statement of Operations for the month ended October 31, 2022 as presented.

CARRIED

11. INFORMATION BRIEF: CRAZ Workshop

Received for information.

12. INFORMATION BRIEF: CAO Report

Received for information.

13. INFORMATION BRIEF: Council Committee Reports

Received for information.

14. INFORMATION BRIEF: Council Resolution Status

Received for information.

15. ADOPTION OF INFORMATION ITEMS

Moved by Councillor Cutler to adopt the information items as presented.

CARRIED

16. IN CAMERA:

- a. Personnel – FOIP Section 17
- b. Personnel – FOIP Section 17

Moved by Councillor Carlson to go In Camera at 7:44 p.m. for the following items:

- a. Personnel – FOIP Section 17
- b. Personnel – FOIP Section 17

CARRIED

NOTICE OF RECORDING CEASED: Deputy Mayor Meister stated that the live stream has ended at 7:44 p.m.

Moved by Councillor Cutler to come out of In Camera at 8:05 p.m.

CARRIED

NOTICE OF RECORDING: Deputy Mayor Meister provided notice that live streaming and recording of the Council meeting would begin again at 8:05 p.m.

ADJOURNMENT: Moved by Councillor Carlson that the meeting adjourn at 8:05 p.m.

CARRIED

NOTICE OF RECORDING CEASED: Deputy Mayor Meister noted that recording ceased at 8:05 p.m.

Mayor – Chelsae Petrovic

Chief Administrative Officer – Abe Tinney

DELEGATIONS

INTERNATIONAL STUDENT PROGRAM



**Livingstone
Range**
SCHOOL DIVISION



Enriching
cultural
experiences &
global
awareness



Host families
receive monthly
compensation, and
students shop and
spend in the
community



Schools receive
tuition money to
enhance school
environment &
programming



ENJOY THE BENEFITS OF THE INTERNATIONAL STUDENT PROGRAM

ACTION ITEMS



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1754**

WHEREAS the Council of the Town of Claresholm (hereinafter called the “Corporation”) in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of meeting operating expenditures;

NOW THEREFORE pursuant to the provisions of the *Municipal Government Act*, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrow from the Bank of Montreal (“BMO”) up to the principal sum of \$450,000.00 repayable upon demand at a rate of interest per annum from time to time established by BMO not to exceed 5%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month. The principal sum of \$450,000.00 consists of the following:
 - a. \$450,000.00 revolving line of credit;
2. The Chief Elected Officer (“CEO”) and Chief Administrative Officer (“CAO”) are authorized for and on behalf of the Corporation:
 - a. To apply to BMO for the aforesaid loan to the Corporation and to arrange with BMO the amount, terms and conditions of the loan and security or securities to be given to BMO;
 - b. As security for any money borrowed from BMO:
 - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. To give or furnish to BMO all such securities and promises as BMO may require to secure repayment of such loans and interest thereon; and
 - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of BMO of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to BMO the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from BMO are:

Taxes, reserves, grants, etc.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the *Municipal Government Act*.
5. In the event that the *Municipal Government Act* permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and BMO is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to BMO will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note or other obligation, and BMO will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. This Bylaw comes into force on the final passing thereof.
7. Bylaw #1733 is hereby rescinded.

Read a first time in Council this **28th** day of **November** 2022 A.D.

Read a second time in Council this day of 2022 A.D.

Read a third time in Council and finally passed in Council this day of 2022 A.D.

Chelsae Petrovic, Mayor

Abe Tinney, Chief Administrative Officer



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1755**

WHEREAS the Council of the Town of Claresholm (hereinafter called the “Corporation”) in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of meeting operating expenditures;

NOW THEREFORE pursuant to the provisions of the *Municipal Government Act*, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrow from Alberta Municipal Services Corporation (“AMSC”) up to the principal sum of \$50,000.00, repayable monthly on the 4th day of each and every month. Past Due Amounts will be subject to a rate of interest per annum from time to time established by AMSC not to exceed 19.5%, and such interest will be calculated daily and due and payable monthly on the 4th day of each and every month. The principal sum of \$50,000.00 consists of MasterCard accounts administered by AMSC and issued by the Bank of Montreal (BMO).
2. The Chief Elected Officer (“CEO”) and Chief Administrative Officer (“CAO”) are authorized for and on behalf of the Corporation:
 To apply to AMSC for the aforesaid credit to the Corporation and to arrange with AMSC the amount, terms and conditions of the MasterCard Accounts;
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:
 Taxes, reserves, grants, etc.
4. The amount to be borrowed and the term of the credit will not exceed any restrictions set forth in the *Municipal Government Act*.
5. This Bylaw comes into force on the final passing thereof.
6. Bylaw #1734 is hereby rescinded.

Read a first time in Council this **28th** day of **November** 2022 A.D.

Read a second time in Council this day of 2022 A.D.

Read a third time in Council and finally passed in Council this day of 2022 A.D.

Chelsae Petrovic, Mayor

Abe Tinney, Chief Administrative Officer



REQUEST FOR DECISION

Meeting: December 12, 2022
Agenda Item: 3

WATER & SEWER UTILITY BYLAW AMENDMENT – 2023 RATES

BACKGROUND

During 2023 budget discussions at the Audit and Finance Committee meetings Council expressed the desire and intention to have no water and sewer utility rate increases for the 2023 year. Though no official motion was made by the committee for a recommendation to Council, the attached Bylaw amendment is drafted based on that discussion.

DISCUSSION

The current amended Water and Sewer Utility Bylaw only states rates up through 2022. As such a Bylaw Amendment is needed to state rates for 2023. This Bylaw amendment maintains the 2022 rates for 2023, so there is no change, other than explicitly showing this rate continues into 2023.

Administration intends to continue the discussion of utility rates at future Audit & Finance Committee meetings for 2024 and beyond, and if with further 2023 budget discussion in the new year a change in rates for 2023 still wants to be considered, another bylaw amendment can be done at any time to change those rates for the remainder of 2023.

PROPOSED RESOLUTIONS

Moved by Councillor _____ to give Bylaw # 1756, the Water & Sewer Utility Amendment Bylaw first (1st) Reading.

ATTACHMENT:

- 1) Bylaw # 1756 – Water and Sewer Utility Rate Amendment Bylaw

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Blair Bullock, CPA, CA – Director of Corporate Services

APPROVED BY: Abe Tinney – CAO

DATE: December 9, 2022



**TOWN OF CLARESHOLM
PROVINCE OF ALBERTA
BYLAW #1756**

A Bylaw of the Town of Claresholm, in the Province of Alberta, to amend Bylaw 1659 respecting water-works, sewers and plumbing in the Town of Claresholm.

WHEREAS the Municipal Government Act, Chapter M-26 and amendments hereto, authorizes a Municipal Council to pass Bylaws pertaining to public utilities;

NOW THEREFORE the Council of the Town of Claresholm in the Province of Alberta duly assembled enacts as follows:

1. The Town of Claresholm Water & Sewer Utility Bylaw 1659 shall be amended as follows:

REPLACE: Schedule “D”

2. This bylaw shall come into effect on the date of third and final reading.

Read a first time in Council this day of 2022 A.D.

Read a second time in Council this day of 2023 A.D.

Read a third time in Council and finally passed in Council this day of 2023 A.D.

Chelsae Petrovic, Mayor

Abe Tinney, Chief Administrative Officer

TOWN OF CLARESHOLM
Bylaw No. 1756
SCHEDULE “D”
WATER & SEWER RATE TABLES

Rates are effective January 1 of each year, unless stated otherwise.

Residential Rates (Monthly)			
	2021	2022	2023
Basic Water Charge	\$35.00	\$35.70	\$35.70
Basic Water Consumption Inclusion (cubic meters)	-	-	-
Water Consumption Charge (per cubic meter)	\$1.65	\$1.68	\$1.68
Basic Sewer Charge	\$16.50	\$16.83	\$16.83
Basic Sewer Usage Inclusion (cubic meters)	-	-	-
Sewer Usage Charge (per cubic meter) – charged on 50% of water consumption for residential users.	\$0.90	\$0.92	\$0.92

Non-Residential – Water Basic Charge No Consumption Included			
	2021	2022	2023
½”, 5/8”, ¾”	\$44.88	\$45.78	\$45.78
1 INCH	\$71.81	\$73.25	\$73.25
1 – ½ INCH	\$166.06	\$169.38	\$169.38
2 INCH	\$251.33	\$256.36	\$256.36
3 INCH	\$852.72	\$869.77	\$869.77
4 INCH	\$1,481.04	\$1,510.66	\$1,510.66
6 INCH	\$3,500.64	\$3,570.65	\$3,570.65

Non-Residential – Sewer Basic Charge No Usage Included			
	2021	2022	2023
½”, 5/8”, ¾”	\$18.11	\$18.47	\$18.47
1 INCH	\$24.00	\$24.48	\$24.48
1 – ½ INCH	\$48.30	\$49.27	\$49.27
2 INCH	\$65.91	\$67.23	\$67.23
3 INCH	\$164.76	\$168.06	\$168.06
4 INCH	\$249.28	\$254.27	\$254.27
6 INCH	\$475.19	\$484.69	\$484.69

Consumption Amount (m³)	Consumption Charge – Water		
	2021	2022	2023
16	0.765	0.780	0.780
180	0.592	0.604	0.604
Thereafter	0.561	0.572	0.572

Usage Amount (m³)	Usage Charge – Sewer		
	2021	2022	2023
16	0.83	0.847	0.847
180	0.67	0.683	0.683
Thereafter	0.40	0.408	0.408

Bulk Water Station	2021	Oct 15 2021	2022	2023
	\$3.30	\$2.184	\$2.226	\$2.226

Intermunicipal Agreement Rates	Sept 1 2021	2022	2023
Water Rate (Cost + 5%) (per cubic meter)	\$2.184	\$2.226	\$2.226
Basic Monthly Sewer Charge (2x Residential)	\$33.00	\$33.66	\$33.66
Sewer Usage Charge (same as non-residential up to 16 cube rate) (per cubic meter)	0.83	0.847	0.847

Sewer usage is unmetered, and is therefore assumed at 100% of water consumption for non-residential users and 50% for residential users.



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a stylized flourish at the end.

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives

Karine Keys

From: Joe Ceci, Critic for Municipal Affairs <joe.ceci@assembly.ab.ca>
Sent: December 6, 2022 3:11 PM
To: Karine Keys
Subject: Requesting Feedback on the UCP Government's Sovereignty Act

[View this email in your browser](#)

Alberta's
NDP Caucus

Joe Ceci
MLA Calgary - Buffalo

Calgary.Buffalo@assembly.ab.ca



The Sovereignty Act Creates Uncertainty for Municipalities

Last week, Danielle Smith introduced the Sovereignty Act to the Legislature, sparking serious concerns from stakeholders about the implications for Alberta's economy. The Canadian Association of Petroleum Producers, the Calgary Chamber of Commerce, the Canadian Chamber of Commerce and many others have said that uncertainty created by [the bill has already damaged investment](#). As Critic for Municipal Affairs, I am also deeply concerned about the implications for municipalities.



If the Sovereignty Act passes, the [province could order municipalities to violate federal laws](#), creating serious issues for the rule of law in Alberta. The Act could disrupt any existing relationships between municipalities and the federal government. In addition, it makes the Alberta Legislature the arbiter of what is constitutional instead of the courts. At best, this too undermines the rule of law; at worst it's unconstitutional.

I want to hear from our municipal partners about the Sovereignty Act. If you would like to share your views in confidence, you can reach my cell at 403-990-4202 or by replying to this email.

Sincerely,

Joe Ceci
Critic for Municipal Affairs



RECEIVED
DEC 05 2022

November 30th, 2022

Town of Claresholm
Attn: Abe Tinney, CAO
Box 1000
Claresholm, AB
T0L 0T0

Dear Abe;

RE: INTERMUNICIPAL COLLABORATION FRAMEWORK AGREEMENT COMMITTEE

Please note the following appointments that were made by the Town of Fort Macleod Council at the November 28, 2022, Council meeting.

Delegates

Mayor Brent Feyter brent.feyter@fortmacleod.com

Councillor Arron Poytress aaron.poytress@fortmacleod.com

Alternate

Councillor Gord Wolstenholme wooly@telusplanet.net

Should you have any questions, please do not hesitate to contact the representative directly through email, or by contacting Executive Assistant Meranda Day Chief at (403)553-4425 or execassist@fortmacleod.com.

Sincerely,

Anthony Burdett
Chief Administrative Officer
Town of Fort Macleod
a.burdett@fortmacleod.com

ab/mdc



Claresholm

REQUEST FOR DECISION

Meeting: December 12, 2022
Agenda Item: 7

KINSMEN CLUB GRANT APPLICATION – PATHS/LIGHTS

DESCRIPTION:

The Kinsmen Club of Claresholm would like to apply for the continued upgrades to Amundsen Park. The club has been involved in the park re-design and would like to apply for a CFEP (Community Facility Enhancement Program) grant for the pathways and lighting as their playground project has been completed. This project is the next phase in the park re-development and would connect the components of the park and light all the new pathways/entrances.

The deadline for the small stream CFEP application is January 15, 2023. The small stream grant program funds projects up to a maximum of \$125,000. The Kinsmen are applying for the maximum funding.



BUDGET:

The 2023 Capital Budget has approved this project with funding from three potential grant sources:

- Enabling Accessibility Fund
- Active Transportation Grant
- Community Facility Enhancement Program

Location	Quote	Description	Amount
Amundsen Park	WSP	New asphalt pathway (2521 m x 2 m)	\$68,040.00
Amundsen Park	WSP	New concrete pathways and connections	\$77,000.00
Amundsen Park	Fortis	Park lighting- new electrical service	\$75,916.00
Amundsen Park	WSP	Park lighting- bollards and light standards	\$53,500.00
Total Cost			\$274,456.00
CFEP Maximum			\$125,000.00

RECOMMENDED ACTION:

Council pass a motion to provide a letter of support and provide matching cash and in-kind funds for the Kinsmen Club of Claresholm’s application to the Community Facility Enhancement Program. This is for the purpose of constructing the new pathway connections and install new lighting at Amundsen Park. The Town has applied to the Active Transportation Fund and the Enabling Accessibility Fund, so this project may be fully grant funded (able to stack these grants) if successful.

PROPOSED RESOLUTION:

Moved by Councillor _____ to write a letter of support for the Kinsmen Club of Claresholm’s application to the Community Facility Enhancement Program for the purpose of constructing pathways and new lighting at Amundsen Park & provide the matching funds/in-kind donation of \$149,456.

ATTACHMENTS:

- 1.) Correspondence – Kinsmen Club of Claresholm.

APPLICABLE LEGISLATION:

- 1.) N/A

PREPARED BY: Tara VanDellen, Planner/Development Officer

APPROVED BY: Abe Tinney, CAO

DATE: December 7, 2022



To: Town of Claresholm Administration, Mayor, and Council

Re: Amundsen Park (pathway and lighting upgrades)

The Kinsmen Club of Claresholm is writing to request support and commitment between the Town and our club in relation to the pathway and lighting upgrades of Amundsen Park.

The Kinsmen wish to collaborate with the Town once again to apply for CFEP small stream grant in January of 2023 by being the society applying for the grant. We further pledge five thousand dollars (\$5000.00) towards the budget if the CFEP grant application is successful.

To facilitate this collaboration, the Kin clubs require a letter of support for the application, with the town agreeing to support the project through matching funds.

Thank you for considering this request, and for building our community by collaboratively working on projects together.

Sincerely

A handwritten signature in blue ink, appearing to read 'Mike Cutler', is written over a light blue horizontal line.

Mike Cutler
President for the Kinsmen Club of Claresholm



Claresholm

REQUEST FOR DIRECTION

Meeting: December 12, 2022
Agenda Item: 8

2023 TOWN COUNCIL OPEN HOUSES

DESCRIPTION:

Town Council has committed to having regular Open Houses in order to stay in touch with the community and promote dialogue. Administration would like Council's direction for Open Houses in 2023.

BACKGROUND:

Council held four Open Houses in 2019.

1st Open House – Thursday, February 28, 2019 at the Bridges at Claresholm Golf Club.
Discussions focused on the 2019 Budget and the proposed new Water & Sewer Utility Bylaw and the proposed new rate structure.

2nd Open House – Thursday, June 6, 2019 at the Royal Canadian Legion Branch 41.
Discussions focused on the redesign of Amundsen Park.

3rd Open House – Thursday, September 9, 2019 at the Claresholm Senior's Drop-in Centre.
Discussions focused on the new recycling program and the Multi-use Community Buildings project.

4th Open House – Thursday, November 9, 2019 at the Claresholm Community Centre.
The focus was the Rural and Northern Immigration Pilot Program.

One Open House was held in 2020 prior to the start of the pandemic.

Thursday, February 27, 2020 at the Bridges at Claresholm Golf Club.
The focus was the 2020 budget.

One Open House was held in 2021, which was the first Open House of the New Council and Abe's first Open House as the Town's CAO.

Thursday, July 21, 2021 at the new Multi-Use Community Building. The focus was Town Council's Strategic Plan and the 2022 Budget.

DISCUSSION:

Possible dates and topics for 2023:

1st Open House – Thursday, February 16, 2023 – Rural Immigration Pathways , IRCC and the Ministry of Labour & Immigration

2nd Open House – Thursday, May 11, 2023 – Emergency Management & Preparedness and Budget

3rd Open House – Thursday, September 14, 2023 – Budget/Spending Priorities for 2024

4th Open House – Topic and Date to be Determined

The dates and topics of discussion could be changed depending on the current issues in the community and the direction of Town Council.

Is this something the Council is interested in continuing in the New Year?

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, MA, CAO

DATE: December 7th, 2022



INFORMATION BRIEF

Meeting: December 12, 2022
Agenda Item: 9

LOCAL GOVERNMENT FISCAL FRAMEWORK - ALLOCATION

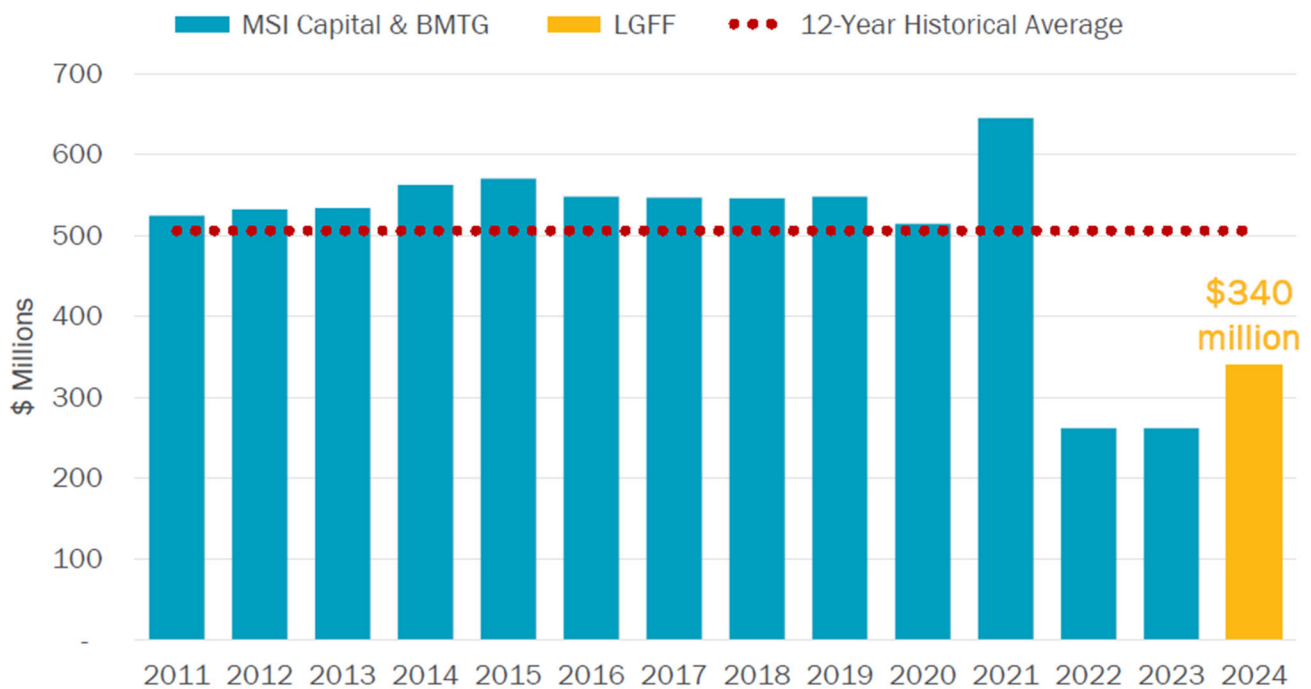
BACKGROUND:

The Municipal Sustainability Initiative (MSI) was launched in 2007 to provide both operational and capital funding for municipalities. After a number of extensions and reductions in MSI funding over the last few years, the MSI program is ending, with 2023 being the final year of MSI funding.

The Local Government Fiscal Framework (LGFF) is the Alberta Government's new program to replace MSI and is Alberta's primary infrastructure funding program for municipal governments. The Local Government Fiscal Framework Act only provides for capital funding and does not legislate any operational funding in the LGFF to replace the operational MSI funding we currently receive. That being said, there has been indication that there will be some operational funding provided as well, but without any legislation over this it leaves a lot of uncertainty around the operational funding. This info brief and the attached report does not address the operational funding, only the capital funding.

The LGFF Act indicates the total capital funding for the 2023-2024 fiscal year (\$382M to Charter Cities – Calgary and Edmonton – and \$340M to non-charter municipalities – everyone else). Funding for future years will be adjusted based on changes in the Government of Alberta's revenue. The Act however does not indicate how the \$340M funding to non-charter municipalities is to be allocated across the non-charter municipalities (all municipalities excluding Calgary and Edmonton).

This is a fairly significant cut in funding compared to MSI historical funding, as noted in the chart above. The final 3 years of MSI funding was supposed to be just for 2021 and 2022, however due to delays in the LGFF framework being rolled out, the Alberta Government adjusted that 2021 and 2022 allocations to be distributed over 3 years (2021, 2022 and 2023) with no additional funding for the additional year. This funding was front loaded (providing more funding in 2021) with significant reduction in funding for 2022 and 2023. LGFF funding is greater than we received (or are receiving) in 2022 and 2023, but a significant reduction from earlier years (33% reduction from 12-year average of MSI).



Note: The annual average is based on funding levels between 2012 and 2023.

Though ABmunis continues to advocate for increased funding, adjustments/changes in percentage of funding going to charter versus non-charter municipalities, as well as changes in the formula for calculating the annual indexing of funding, the following focuses on allocation of funding amongst non-charter municipalities.

ALLOCATION PROPOSAL DEVELOPMENT

The Alberta government has asked for input on how these funds should be allocated amongst the non-charter municipalities. In May 2022 Alberta Municipal Affairs asked Alberta Municipalities (ABmunis – formerly known as AUMA) and the Rural Municipalities of Alberta (RMA) to work together to design a formula to allocate LGFF for the non-charter municipalities. Within this, the Ministry of Municipal Affairs set guidelines that it must be designed to meet three key objectives:

- Maximize transparency, comprehensibility, predictability, and equity;
- Prioritize municipal asset management and resiliency of community infrastructure; and
- Consider municipalities with the greatest needs.

ABmunis developed their proposed formula during the following process during 2022:

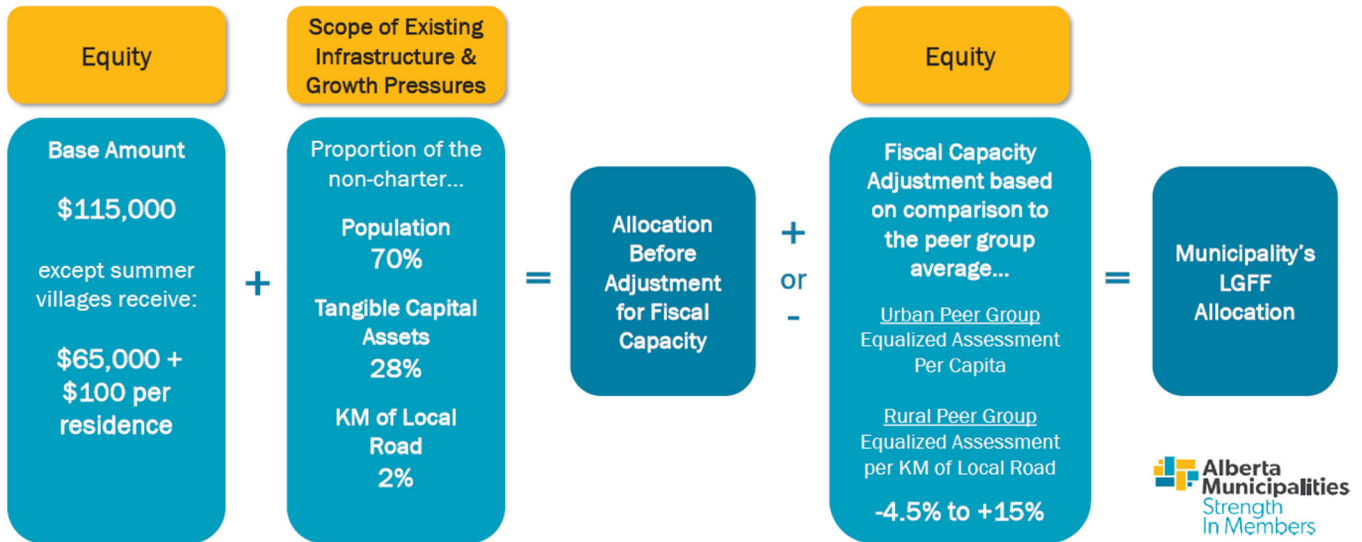
- February – received recommendations from the Municipal Financial Health Working Group
- March through June - Engaged member municipalities through numerous caucuses and other events including Municipal Leaders' Caucus, Mid-sized Cities Mayors Caucus, CAOs and financial leaders from Mid-sized Cities Caucus, and Summer Municipal Leaders' Caucus.
- July through September – met either times with RMA to develop formula using the parameters set by Municipal Affairs
- Final review and adjustments pulling all this information together into a final proposal.

Though the collaboration between ABmunis and RMA did impact ABmunis final proposal submission, ABmunis and RMA were unable to agree on a recommendation and so submitted separate proposals to Municipal Affairs.

ABMUNIS PROPOSED FORMULA

ABmunis put forth two different formulas/options, with the first being their recommended allocation formula.

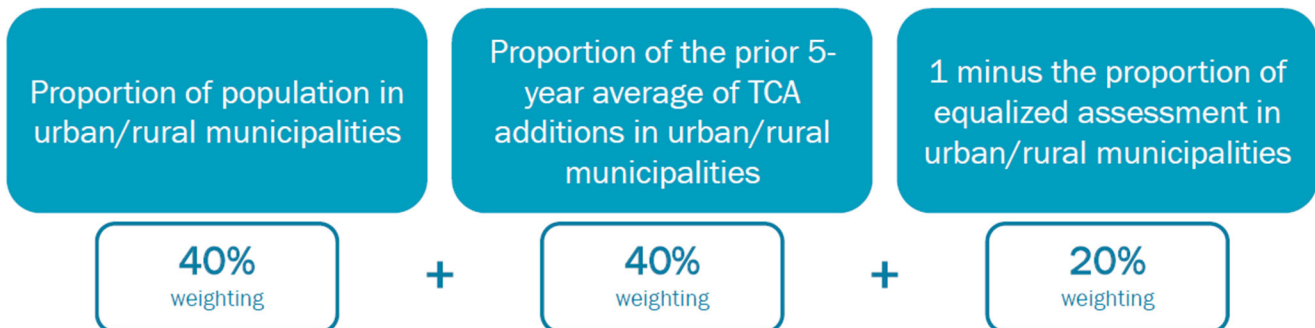
Option 1 (Recommendation) – this formula be applied across all non-charter municipalities.



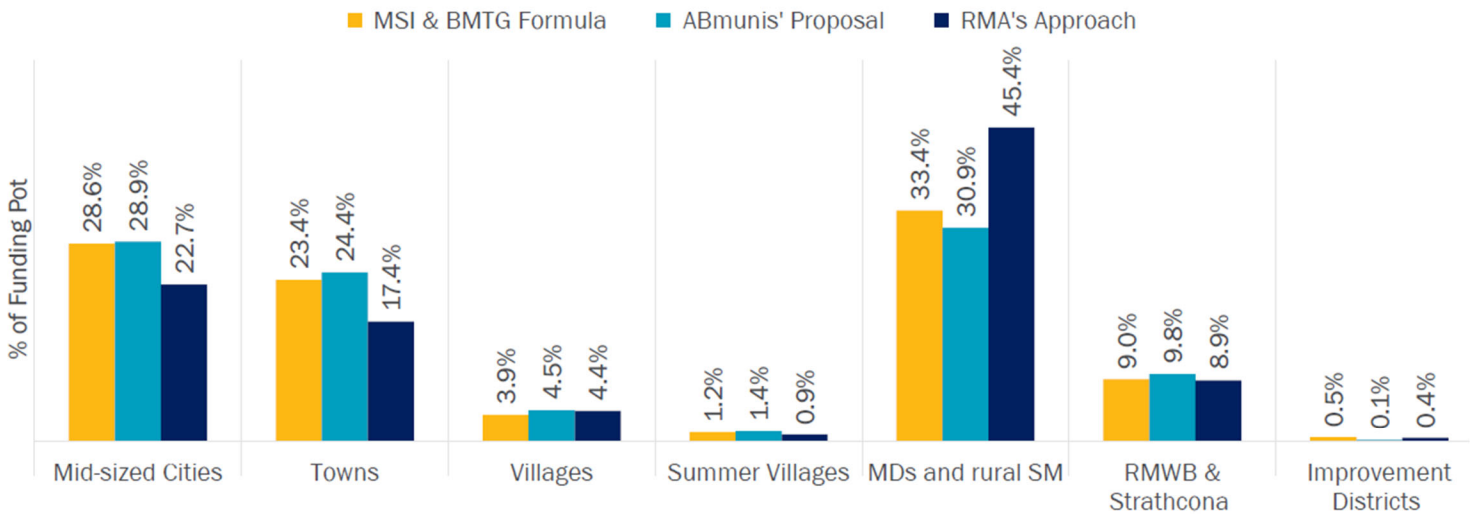
Note 1: Tangible capital assets = book value (historical cost) excluding values for land, electricity systems, gas systems, and machinery and equipment.
 Note 2: KM of Local Roads = Linear kilometres of roads. This does not account for the width or type of surface of the road as this information is not available.

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Option 2: Develop 2 different “pools” of funding and use the option 1 formula only for the urban municipality funding pool. RMA to be consulted on how the rural funding pool is allocated. Total non-charter municipal funding being allocated in the two pools (urban and rural) using the following formula:



Option 2 allows for RMA to basically have more input into the allocations for their member municipalities while still ensuring a greater percentage of funding is distributed to urban municipalities than what their proposal suggests. RMA’s proposal would result in a significant cut in the percentage of funding going to urban municipalities, on top of the significant cut already in overall funding to be distributed. This is illustrated in the below chart.



Note 1: MSI/BMTG formula is based on allocation of \$340 million using the existing MSI and BMTG formulas.

Note 2: Calculated using Municipal Affairs' 2018 Financial Information Return data.

Note 3: 'Towns' include the Municipality of Jasper.

Note 4: 'MDs and rural SM' consists of all municipal districts and counties, Special Areas Board, Crowsnest Pass, Lac La Biche County, and Mackenzie County

ABmunis proposed formula maintains allocation levels much more closely with how MSI was previously allocated, whereas RMA's proposal has a significant shift towards MD and Counties, with nearly a 15% increase in their funding proportion over the current MSI formula.

CONCLUSION:

The LGFF framework is going to be a significant change from the current MSI funding – not least of which is the significant reduction in the amount of funding. There are some positives with this new framework however, with some predictable indexing of the funding for future increases in this funding. ABmunis proposal maintains very similar allocation of funding between different types/sized of municipalities, whereas RMA's formula skews significant higher allocations towards MD and Counties. These formulas from ABmunis and from RMA however are just proposals, and we currently do not have a timeframe on when Municipal Affairs will respond to the proposals submitted or make any decision on funding allocation formula/model. As such we can't rely on any of this information for budgeting purposes for the 2024 year.

Regardless of the formula selected, it is important to note the significance of the objectives set out by Municipal Affairs, especially objective 2. Objective 2 implies that asset management is a key priority, and that our funding will be positively impacted by our adoption and success with practicing asset management. Objectives 1 and 3 are more unclear/subjective as how equity (objective 1), or how need (objective 3) are defined or interpreted will have significant different outcomes. Need for example could be interpreted as municipalities with lack of funds (benefiting those who mismanage funds, and don't plan for and reserve funds for the future) or as those with greater growth/expansion pressures, or some other factor.

Take away for Council however is the importance to continue advocating of improvements to the LGFF act, such as:

- Increasing overall LGFF Funding (the starting amount of the LGFF funding pot)
- Remove the 50% limitation on the revenue index factor that that the LGFF funding pot grows at the same rate as provincial revenue.



INFORMATION BRIEF

Meeting: December 12, 2022

Agenda Item: 10

TRUTH AND RECONCILIATION TRAINING COUNCILLOR SCHLOSSBERGER

DESCRIPTION:

Councillor Schlossberger asked for this item to be placed on Council's Agenda for the December 12, 2022 meeting for discussion.

SouthGrow Regional Initiative organized Truth and Reconciliation Training with Francis First Charger, Owl, Chief as the instructor on Wednesday, November 30th in Standoff.

Councillor Schlossberger attended the training and would like to provide Council with an update.

ATTACHMENT:

- SouthGrow Regional Initiative's invitation

PREPARED BY: Karine Keys, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: December 9, 2022

SouthGrow invites you to:

TRUTH AND RECONCILIATION TRAINING

November 30th from 10:30AM - 3:30PM
KAINAI MULTI-PURPOSE CENTRE, STANDOFF, AB

THE COURSE

For \$50.00, you can get your Truth and Reconciliation training from SouthGrow and Francis First Charger. The event will take place from 10:30am to 3:30pm on Wednesday, November 30th at the Blood Tribe Kainai Multi-purpose Centre in Standoff Alberta. After completing this course you will receive a Certificate of Acknowledgement that you have completed important training in the spirit of the TRC's Calls to Action. Lunch will be provided.

[Register Now](#)



THE INSTRUCTOR

Francis First Charger, Owl Chief, *Ninnaisipistoo*

Owl Chief provides advisory services to various organizations and conducts Blackfoot Cultural Sensitivity Workshops and in working with other First Nations (Blackfoot People) and/or off-reserve corporations in the areas of international relations, culture, academic course development, agriculture, irrigation, project development, and project implementation.

[Register Now](#)



THE OUTLINE

History of Blackfoot people
Prayers and blessings
Story of truth and reconciliation week
Blackfoot culture, traditions and values
The path forward

[Register Now](#)



**Help your organization meaningfully
participate in Truth and Reconciliation.**





INFORMATION BRIEF

Meeting: December 12, 2022
Agenda Item: 11

Community Development Committee Report to Council

The Community Development Committee held its first meeting in May, and have met every month except August since that time. Council established this ad hoc committee to carry out several Strategic Plan priorities, with a particular emphasis on Council's Strategic Priority of Economic and Community Development to Revitalize Claresholm.

Here are some of the committee's activities to date:

Land Sales

- Recommended the sale of parade staging grounds, four Tamarack properties (there are four remaining lots), three airport lots (there are two remaining lots). These sales will add approximately \$430,000 to the Town's Land Reserve Fund, which Council can use to assist with future development.
 - Development department is in the early stages of planning for developments in Tamarack and parade staging grounds

Bylaw/Policy

- Prepared the Town's Residential Tax Refund Bylaw (1741)
 - The town now has a tax refund program that will provide incentive for residential development (infills and subdivisions of 20 lots qualify)

Grant Programs

- Researched the Community Revitalization Levy Program
 - Provincial program provides loans to public infrastructure projects, like roads, municipal buildings, and wastewater system upgrades in a specific area by borrowing against future property tax revenues
 - Potential Claresholm projects the committee investigated include Starline infrastructure (does not qualify, only previously developed land qualifies), firetruck and hall renovation (does not qualify), brownfield redevelopment on highway 2 (would potentially qualify)
- Secured the Enabling Housing Choice consulting grant
 - RDN oversees this project, which aims to drive transformational, long-term policy change that will benefit Alberta's real estate industry by addressing policy, bylaw and process barriers that realtors, housing developers, and municipalities often face when trying to improve housing choice.

- This consulting project is scheduled to start after the Town receives its Housing Needs Assessment and Affordable Housing Strategy, and aims to implement strategies to maximize the findings of these reports.

Starline Business Park

- Administration is seeking professional services to assist with potential development in this area
 - Have investigated hiring land agents who can assist with negotiations with respect to land purchases and development.
 - Currently seeking a third party that can provide a business/development plan for Starline
 - With the help of Benchmark Assessment Consultants, have developed a Market Assessment of Phase 1 of Starline.
- Have researched industrial development projects conducted by other municipalities, including Coaldale and Taber

North Claresholm Highway Development

- Ongoing talks with Claresholm Land corporation to develop area structure plan for land on the highway in the north of Town.

PREPARED BY: Abe Tinney, CAO

APPROVED BY: Abe Tinney, CAO

DATE: December 8, 2022

Vision To be the community of choice, leading to a thriving and diverse Claresholm

Mission Statement We will offer family living and encourage economic prosperity through innovative and progressive thinking

Core Values

Community Pride

We take pride in our organization -- in its people, and in the many groups, business and organizations that make it a community. Organizationally, we take pride in the quality and variety of services we provide and the facilities we maintain. We are proud of all that Claresholm has to offer, and whenever possible, we will work to improve and enhance our community.

Healthy, Active Living

The Town of Claresholm will enhance the lives of our residents by supporting Town recreation services and community safety and wellness programming, and by assisting community groups that provide similar services.

Diversity

We recognize and respect the diverse needs of our residents and different sectors of our community. We will seek their input and engagement and grow together.

Forward Thinking

We will plan for the future. We will comply with provincial legislation and understand municipal best practices as we challenge conventional ways of conducting the community's business, managing its finances, and delivering services to our community.

MULTI-YEAR		Assigned to	Update on Progress
POLICY & PLANNING			
	3 Year Operations and 5 Year Capital Plan		
	Revise 3 Year Operations Plan and 5 Year Capital Plan	Blair	Council Approved the 2023 Interim Operating Budget and Capital budgets at the November 28th Council meeting. Budget discussions will continue into the new year via the Audit and Finance Committee.
	Community Center		

MULTI-YEAR			Assigned to	Update on Progress
		Work with Community Centre Association to secure funding and facilitate accessibility and front entrance upgrades	Mike/Tara	Community Centre Association was successful with the Community Facility Enhancement Grant. The Community Centre Association will oversee the project and provide updates to the Town. In October, Council supported an application to the Enabling Accessibility Fund to assist with financing the Town's portion of the project. This project is scheduled to proceed mid-January.
Stormwater Infrastructure				
		Finalize and Approve Engineering	Mike	Complete
		Secure grant funding for Phase 2	Tara/Mike	Working with Grant Match. Administration has suggested phasing this project to align with development at the parade staging grounds. The first phase will involve connecting the parade staging property with the town's storm water system at the golf course.
ECONOMIC & COMMUNITY DEVELOPMENT				
Support the EDC				
		Provide Operational Budget for EDC	Council	Complete April 25th, 2022
		Update Economic Development Committee Business Plan	Brady	The EDC Reviewed the updated 3-year Business Plan at the July and August meetings. The next EDC review of the plan will be in February 2023.
Ensure Town is Development Readiness in Areas of Residential, Commercial and Industrial Development				
		Ad Hoc Committee to Address:		
		Residential, Commercial and Industrial Development Best Practices (Including MCC and PPP)	Abe	Committee met Dec. 8 and discussed a Market Assessment report for Starline Business Park. The report was prepared by Benchmark Assessment Consultants.
		Consider Residential Development in Tax Incentive Program	Tara	Bylaw 1741, Residential Tax Incentive Bylaw was passed by council on August 15th.

MULTI-YEAR			Assigned to	Update on Progress
		Sell and Develop Town-Owned Land	Abe/Tara	The Town has sold three properties at the airport, four properties at Tammarack and the parade staging grounds. There are three properties remaining in Tamarack and two at the airport.
		Explore Diverse Housing Opportunities (Housing Assessment)	Abe/Brady	The Town was successful in grant/consultation program to work with RDN to improve housing choice. This project will begin after the Housing Needs Assessment and Affordable Housing Strategy are complete. The project will involve policy, bylaw and grant program reviews that will encourage housing development.
		Continue to work with landowners where Area Structure Plans exist (Starline Business Park, Prairie Shores)	Tara/Brady	Administration is looking into options to work with landowners where Area Structure Plans exist, including working with land agents/consultants as a third party in development discussions.
Explore Value-Added Industry Opportunities				
		Continue Membership in Economic Developers of Alberta, Alberta SW and South Grow Regional Initiatives	Council	2022 memberships provided via operating budget.
		Explore FDI in 1-2 Industries from 1-2 Countries	Brady	Participating in SouthGrow International Marketing Project; attracting FDI by targeting investors in the food sector.
		Research Value-Added Agri-Food Examples in Neighbouring areas (Lethbridge, Taber, Calgary)	Brady	Canadas Premier Food Corridor has successfully attracted the food processing industry. Ongoing
		Explore opportunities in greenhouse farming and speciality agriculture	Brady	Nothing at this time.
Explore Business Attraction Incentives				
		Adopt Progressive Incentives for Private Development and Re-Development of Commercial and Industrial property	Brady/Tara	Council approved the small business improvement loans program with Community Futures.

MULTI-YEAR			Assigned to	Update on Progress
		Consider other Incentives (land, utilities and recreation benefits)	Brady	Ongoing conversations at the Community Development Committee
		Provide Expertise and Resources to Investors	Brady	Working on enhancing the webpage and updating resources for investors and potential business owners.
Business Improvement Programs to Promote Downtown Business Retention, Expansion and Revitalization				
		Community Futures Small Business Loan Program	Brady	Adopted Community Futures Business Improvement Loans program in partnership with Chamber of Commerce.
		New Business Start-up Grants	Brady	Consideration for EDC Budget 2023
		Façade Improvement Grants/Loans	Brady	Consideration for EDC Budget 2023
		Focus on annexed land and vacant properties in downtown core and highway corridor	Brady	Continue to assist development inquiries as they are received.
Sound, Responsible Governance				
		Ensure ongoing public participation	Karine/Abe	Delegations to council, postings on board vacancies, social media presence are all ongoing. September: conducted Town Speed Limit Reduction poll in the community. Continued work on Communications and Engagement Strategy. 2023 Open House calendar is on the Dec. 12 Council agenda for discussion.
		Develop Communications and Public Engagement Strategy	Karine/Abe	UPDATE: Administration has begun assessing the Town's current communications and engagement strategies, as well as best municipal best practices.

MULTI-YEAR			Assigned to	Update on Progress
		Continue to review and update Administration and Council policies	Blair/Abe	Administration has completed a draft Accumulated Surplus and Restricted Reserves Policy, which will go to the Audit and Finance Committee in the new year. Protective Services policies have been updated, as well as new Bylaw Enforcement Officer Bylaw. The Town's safety officer has updated safety policies, which will be forwarded to the Admin. Services Committee in the new year.
		Address legislative changes in a timely fashion	Abe	Recent updated bylaws include: Designated Officers and Bylaw Enforcement Officer.
PARTNERSHIPS, COLLABORATIONS, RELATIONSHIPS				
	Build Government Relations at All Levels			
		Look for opportunities to collaborate	All departments	Administration is currently working with the M.D. on the bulk water station.
	Strengthen Stakeholder Relationships			
		Encourage presentations to Council, visit organizations to build relationships and have a presence in the community	Council	Ongoing
		Develop relationships with Land Developers in order to progress on residential development	Brady/Abe	Administration is looking at options to work with landowners where Area Structure Plans exist, including working with land agents/consultants as a third party in development discussions. Recently directed to investigate barriers to development on lands where Area Structure Plan does not exist.
	Relationships with AHS and Other Service Providers			
		Continue to Enhance Relationships with AHS and Other Service Providers	Council	Nothing to report at this time.
VIBRANT COMMUNITY, QUALITY OF LIFE				
	Housing			

MULTI-YEAR			Assigned to	Update on Progress
		Complete Housing Needs Assessment	Brady/Barb	We are waiting on the final document, which was held up due to StatsCanada delays.
		Once Assessment is Complete, Explore how to leverage results and integrate with future housing developments	Brady/Barb	As noted above, the Town was successful with a consulting grant that will provide consulting to the town on how to build on Housing Needs Assessment findings.
Improvement of Parks				
		Revise Recreation Master Plan to Identify Priority Areas	Denise	Recreation personnel had initial conversation on revising the Master Plan. The recreation manager and CAO have met to discuss incorporating Council Strategic plan into the Recreation Master Plan. Work is ongoing with an initial draft for Council consideration planned for early in the new year.
		Pursue Grant Funding for Pathway and Park Expansions	Denise	Administration is actively pursuing grant opportunities.
Plan Events and Activities that Vitalize Claresholm				
		Economic Development to Coordinate Meeting amongst community groups to ensure resource and knowledge sharing	Brady	More than 30 people in attendance for second Fair Days Organizational meeting. Third and final planning meeting will take place in July.
		Promotion of Parks Through Town Videos	Denise	Administration has connected with a local videographer and is looking to create videos to promote parks and recreation.
		Maintain and Enhance Current Programming	Denise	Currently working on proposal for Council's consideration.



Town of Claresholm

Council Committee Report

Date: December 12, 2022

Mayor Petrovic	
Councillor Carlson	
Councillor Cutler	
Councillor Kettles	<p>Learn a Lot Playschool Classes are full and though there is a sense that an additional class would be a benefit to ease crowding and scheduling, there are not quite enough students on the waiting list for it to be viable. Seeking additional Educational Assistant support from the school to ease some of the pressure on existing personnel Planning underway for December Christmas concert.</p> <p>Claresholm Childcare Society Currently over 50 children in service with people still calling for any additional spots. Kidzone program has 36 participants Expenses up a bit but still a small profit for the month Recruiting for additional personnel is ongoing with a longer-term goal of upgrading the number of people with level 2 training.</p> <p>Claresholm Golf Club Financials are being finalized for year end with preliminary results showing revenue down a bit but also expenses down so resulting in a modest profit for the year.</p>



Town of Claresholm

	<p>When weather turned suddenly cold, Golf Club was winterized quickly. It was a challenge finding a large compressor to use for irrigation blow out until almost too late so there are discussions about buying one to use and to share around with a few other courses and maybe the Town if they have need.</p> <p>Winter work will be made on equipment and on repair of two bridges on the course.</p> <p>There are some inquiries to take on the new restaurant contract and a sub committee will go over proposals.</p> <p>The golf cart raffle fundraiser is well underway as is a year end membership promotion.</p>
<p>Councillor Meister</p>	
<p>Councillor Schlossberger</p>	<p>Nov 30. Attended the Truth and Reconciliation course in Stand Off. Very informative. Learned a lot. Really incredible that these people were subjected to all this indignation and cultural genocide. Beyond fathomable. There was 70 participates from Medicine Hat to Strathmore to Lethbridge and every where in between. Great time to network with other communities as well.</p> <p>Dec1 ORRSC General Board meeting and election to executive board. Won a seat at the executive board for another year.</p> <p>Dec 6. Hall Board. On going discussions on renovation project. We have created a renovations sub committee who will talk with Westco weekly. Westco has appointed a project manager for our project. Construction will start January 15 2023. This will be a huge improvement to our hall. On going booking problems. So we are looking at new website and online booking system. We will transition away from our current system to the new system during our construction. Ongoing problems with our fire alarm issue where fire alarm goes off randomly. Apparently we are getting water in diodes on electrical board. Our static issue is still very bad. Lots of people getting shocked at the Chamber’s business awards.</p> <p>Dec 7. Alberta Southwest. Had our elections. Brent Feyter continues as Chair. I continue as Vice Chair. Brent, Sarah, Barbara and I are signing authority. Round table discussions. Cardston County set a record for development</p>



Town of Claresholm

	<p>permits. Single family homes, campgrounds and businesses. Nanton has councillor taking a leave absence to enter his name for UCP nomination. Pincher Creek really pushing to create a housing strategy and needs assessment. Fort Macleod just broke ground on a new 2-million-dollar Vestas maintenance shop and yard. Vestas administration building already there. Fort Macleod just sold 15 acres of land for industrial. Existing Fort Macleod business expanding. A lot of very good growth in Fort Macleod. They have 14 new shops in their industrial area. Big shops.</p>
Councillor Zimmer	

COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - October 11, 2022				
13	RFD: Rural Immigration Grant - Moved by Councillor Schlossberger to direct the Economic Development Officer to prepare and apply to the Alberta Advantage Rural Entrepreneur Stream. CARRIED MOTION #22-138	Brady	Application is not yet complete, anticipated submission is early January 2023.	In progress
Regular Scheduled Meeting - November 14, 2022				
10	CORRES: Brownlee LLP RE:Emerging Trends in Municipal Law - Councillors Cutler and Schlossberger indicated they plan to attend in Calgary on February 9, 2023.	Karine	Registration is complete	Complete
Regular Scheduled Meeting - November 28, 2022				
1	BYLAW #1754 - Moved by Councillor Carlson to give Bylaw #1754, the BMO Operational Borrowing Bylaw regarding the Town's revolving line of credit in the amount of \$450,000, 1st Reading. CARRIED	Blair	On the December 12th Agenda for 2nd & 3rd Readings	Complete
2	BYLAW #1755 - Moved by Councillor Cutler to give Bylaw #1755, the AMSC Operational Borrowing Bylaw regarding the Town's MasterCard account in the amount of \$50,000, 1st Reading. CARRIED	Blair	On the December 12th Agenda for 2nd & 3rd Readings	Complete
6	RFD: Annexation - Moved by Councillor Schlossberger to proceed with the intent for annexation for the land located at: 4;27;12;22 NE, 4;27;12;27 NE, and 4;27;12;27 SE from the MD of Willow Creek No. 26 to the Town of Claresholm. CARRIED MOTION #22-150	Tara	Notification sent out, ORRSC will begin the process. Notified the landowner.	Complete
7	RFD: Claresholm Fire Department Business Plan - Moved by Councillor Zimmer to approve the Claresholm Fire Department's Business Plan as presented. CARRIED MOTION #22-151	Abe/Craig	Business Plan to be shared with the public and Fire Department in the new year.	Ongoing
8	RFD: Fire Engine Replacement Purchase - Moved by Councillor Kettles to accept the proposal and proceed with the purchase of the Fort Gary Triple Combination pumper, at a cost of \$667,840.00. CARRIED MOTION #22-152	Tara/Abe	Notification letters sent. Awarded on APC (Alberta Purchasing Connection)	Complete
8	RFD: Fire Engine Replacement Purchase - Moved by Councillor Zimmer to fund the 15% down payment of the Fort Gary Triple Combination pumper from the Fire Capital Reserve. CARRIED MOTION #22-153	Blair/Abe	Awarded contract to Fort Garry Fire Trucks - awaiting paperwork to finalize agreement	In progress
9	RFD: 2023 Interim Budget - Moved by Councillor Cutler to approve the Interim 2023 Operational and Capital Budgets as presented. CARRIED MOTION #22-154	Blair	Budget updated in Financial Software and will be uploaded to website after signed	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: December 9, 2022

INFORMATION ITEMS

Claresholm Community Centre Association

November 1, 2022 at 7:30 p.m.

Members present: Shayne Petersen, Shirley Isaacson, Butch Glimsdale, Brad Schlossberger, Walt Lane, Carmelle Steel, Breanna Seeman.

1. Meeting called to order at 7:30 pm
2. Agenda approved by Shirley. Seconded by Brad. All in favor.
3. Minutes of the last meeting on October 3, 2022 approved by Brad, seconded by Walt. All in favor.
4. Caretaker Report: Taken as information, see attached
5. Treasurer's Report – Balance sheet and profit/loss for 2022 presented. Shirley moved to accept the report as presented. Brad seconded. All in favor.
6. Old Business –
 - a. West door replacement – Done with the exception of finding a way to hook the doors open over the exterior posts when rentals are moving in.
 - b. Renovation status – Carmelle updated everyone on where things were at: still waiting on some prices, but it looks like we will be able to do this within our budget. Letter to be sent to all user groups about the closure dates, signed by Butch. The Lodge room will be available to be used in the interim. Carmelle will ask the Town to include the dates in their block of advertising. We will post it on our FB page. There will be a time for a trades walk through and a plan to make sure local trades have the chance to bid. We are waiting for the project manager to be named by Westco. Dates for closure are January 16 through March 25, 2023. Files from the office will be moved to the small storage room in the meeting room, currently used by Lions.
 - c. Static issue – see Caretaker's Notes.
 - d. Fire System - see Caretaker's Notes.
 - e. Electrical plugs - see Caretaker's Notes.
7. New Business –
 - a. Discussed Trade Fair, if it was going to happen and if it was in the hall. Amanda Zimmer replied they have booked the arena.

Next meeting date December 6, 2022 at 7:30.

Meeting adjourned at 8:56 pm.

Alberta SouthWest Regional Alliance

Minutes of the Board of Directors Meeting

Wednesday, November 2, 2022-Zoom



Board Representatives

Brent Feyter, Fort Macleod
Brad Schlossberger, Claresholm
Barbara Burnett, Cowley
Sahra Nodge, Pincher Creek
Cam Francis, Cardston County
Blair Painter, Crowsnest Pass
Tim Court, Cardston
John Van Driesten, MD Willow Creek
Milo Holthe, Glenwood

Victor Czop, Nanton (alt)
Dave Cox, MD Pincher Creek (alt)

Resource Staff and Guests

Roger Reid, MLA, Livingstone-Macleod
Lori Hodges, LRSD
Selena McLean-Moore, JEND
Linda Erickson, PrairiesCan
Natalie Gibson, InnoVisions
Dee Ann Benard, RDN
Bev Thornton, AlbertaSW

- 1 Call to Order/ Chair Brent Feyter called the meeting to order.
- 2 Approval of Agenda Moved by Cam Francis THAT the agenda be approved as amended with addition of comments from MLA Roger Reid.
Carried. [2022-11-820]
- 3 Approval of Minutes Moved by Brad Schlossberger THAT the Minutes of October 5, 2022, be approved as presented.
Carried. [2022-11-821]
- 4 Approval of Cheque Register Moved by John Van Driesten THAT cheques #3120 to #3132 be approved as presented.
Carried. [2022-11-822]
- 5 AlbertaSW Project update Natalie Gibson, InnoVisions & Associates, summarized AlbertaSW project outcomes: BASTION-Building a Sustainable Investment Opportunity Network; READI-Rural Employers Awareness on Diversity and Inclusion; SXNM- SuccessionMatching business coaching and on-line buyer/seller forum; EAT-Energizing Agricultural Transformation-uLeth student mapping project; C4C-Connect4Commerce-on-line listing platform for business and municipalities.
- 6 MLA update Livingstone-Macleod MLA Roger Reid provided news about programs and leadership in housing, health care, labour market, workforce development, and AlbertaSW as a travel destination. He has sent a letter of support for REDAs to the Hon. Brian Jean, Minister of Jobs, Economy, and Northern Development (JEND).
- 7 Housing in rural Alberta Rural Development Network CEO, Dee Ann Benard, offered perspective regarding the difficulty of attracting developers and builders to do projects in small communities. Discussion followed regarding community collaboration to gain efficiencies of scale, consistency in bylaws, in design of build, possible incentives and a smooth process for community engagement.
- 8 Executive Director Report Accepted as information.
- 9 Roundtable reports Accepted as information
- 10 Upcoming Board Meeting ➤Wednesday, December 2, 2022 – Organizational Meeting-Pincher Creek
- 11 Adjourn Moved by Blair Painter THAT the meeting be adjourned.
Carried. [2022-11-823]

Approved December 7, 2022

Executive Director Report November 2022

MEETINGS and PRESENTATIONS

- Nov 1: RINSA meeting, Tecconnect, Lethbridge
- Nov 2: Board Meeting, Zoom (due to weather)
- Nov 4: AlbertaSW and SouthGrow meeting with Invest Alberta, Teams
- Nov 7: Meeting re: Green Destinations report card, Zoom
- Nov 8: Tourism Lethbridge, Attractions Advisory Committee meeting, Zoom
- Nov 8: Meeting with Community Energy Association re: EV network in northern Alberta, Zoom
- Nov 9: Community of Practice (CoP) webinar – attracting investment to Alberta, Teams
- Nov 9: SCR AGM, Lundbreck (regrets due to weather)
- Nov 10: Meeting with uLeth researchers re: gathering data to analyze: energy grid and distribution, Zoom
- Nov 10: AEDO Accreditation Committee Meeting, Zoom
- Nov 14: Meeting with Site Selection Magazine re: Western Canada issue, Zoom
- Nov 15: Travel Alberta consultations re: southern Rockies TDZ, Pincher Creek
- Nov 16: EDL Board meeting, Lethbridge
- Nov 17: Travel Alberta consultations re: Waterton and southern Rockies TDZ, Zoom
- Nov 18: Highway 3 TDA-Economic Impact Assessment Report, Teams
- Nov 22: Meeting with Richard Higginson, Global Affairs Canada, Danish Trade Commissioner, Tecconnect
- Nov 23: Toured Richard into AlbertaSW; met with leaders in renewables, manufacturing, and construction
- Nov 24: Meeting with Invest Alberta: Manager, Investment Attraction and Senior Investment Advisor, Europe, Tecconnect
- Nov 25: Meeting with VP Lodging, Pursuit Collection, Banff Jasper
- Nov 28: Alberta Tourism Labour Study Focus Group, Calgary (regrets)
- Nov 28: Meeting with Alberta Ag& Irrigation, Jobs, Economy & Northern Development re: proposed funding to REDAs, Teams
- Nov 29: BASTION Investment Opportunity Network meeting #4, Zoom

PROJECT MANAGEMENT and REPORTING

- EV statistics and process: share information with other regions that are planning EV networks
- Final approval on ads and advertorial for EDA magazine (P2P, REDAs)
- Update mid-year budget and accounts
- Prepare invoices for membership 2022
- Compile final lists, prepare invoices for RBL 2022 (333 licenses sold to date)
- Create new RBL documents: poster, brochure, stickers for 2023
- Prepare responses to investor inquiries received via communities, SAAEP and AlbertaSW websites
- Gather regional information to contribute to Travel Alberta consultations
- Evaluate on-line tools and explore possibilities of partnering with SouthGrow and other REDAs

REGIONAL PROMOTION

- Organize sponsorship support for EDA magazine and conference
- Create concept for speaker proposal from REDAs at EDA 2023
- Contribute to REDA display at both AB Munis and RMA conference trade shows
- Write advertorial content for Peaks to Prairies and AlbertaSW, *Invest in Alberta* magazine
- Update ad design for Waterton Guide and *Vacation Country Travel Guide*: P2P website and videos

Alberta SouthWest Bulletin December 2022

Regional Economic Development Alliance (REDA) Update



❖ BASTION: Building A Sustainable Tourism Investment Opportunity Network

The Investment Opportunity Network (CAOs, EDOs, community partners) has had 4 meetings.

- August 30: Introductions and Project Overview
- September 29: Discussion with **Travel Alberta** and **Invest Alberta**
- October 25: Discussion with **Alison Anderson, CEO of SuccessionMatching.com**
- November 29: Presentation and discussion re: on-line investment attraction tools

To request a link to the recordings of the meetings, e-mail bev@albertasouthwest.com

❖ Visit from Global Affairs Canada

Richard Higginson, Trade Commissioner to Denmark, stationed in Copenhagen, made a trip to Alberta. He has a particular interest in renewables and innovative manufacturing, so we were able to arrange a short tour in our region. He is very impressed with the opportunities and plans to bring a return delegation of about 30 people in spring 2023

(We also arranged an outstanding Chinook Arch that day!)



❖ Meeting with Invest Alberta

AlbertaSW, SouthGrow and Economic Development Lethbridge met with Invest Alberta staff who visited the region:

- Yuliia Marcinkoski Manager, Investment Attraction
- Sebastian Gerlach, Senior Investment Attraction Advisor, Europe

2023 Executive Officers Elected:

- Chair: Mayor Brent Feyter, Fort Macleod
- Vice-Chair: Brad Schlossberger, Councillor, Claresholm
- Secretary-Treasurer: Sahra Nodge, Councillor, Pincher Creek
- Barbara Burnett: additional Designated Signing Authority



❖ AlbertaSW receives ongoing recognition from International Economic Development Council (IEDC)

In 2018 AlbertaSW was reviewed and met standards to become IEDC's 69th internationally accredited economic development organization (AEDO) and the third of now 4 in Canada. A re-accreditation review in 2022 confirmed we continue to meet high standards of board leadership, operational excellence, and positive impact for our region. IEDC commends the outstanding commitment and collaboration of our communities.

Best wishes to all for 2023!

Alberta SouthWest Regional Economic Development Alliance

**International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO)
2018-2022 Green Destinations Top 100 Sustainable Global Destinations and 2020 Top 3 Best of the Americas**

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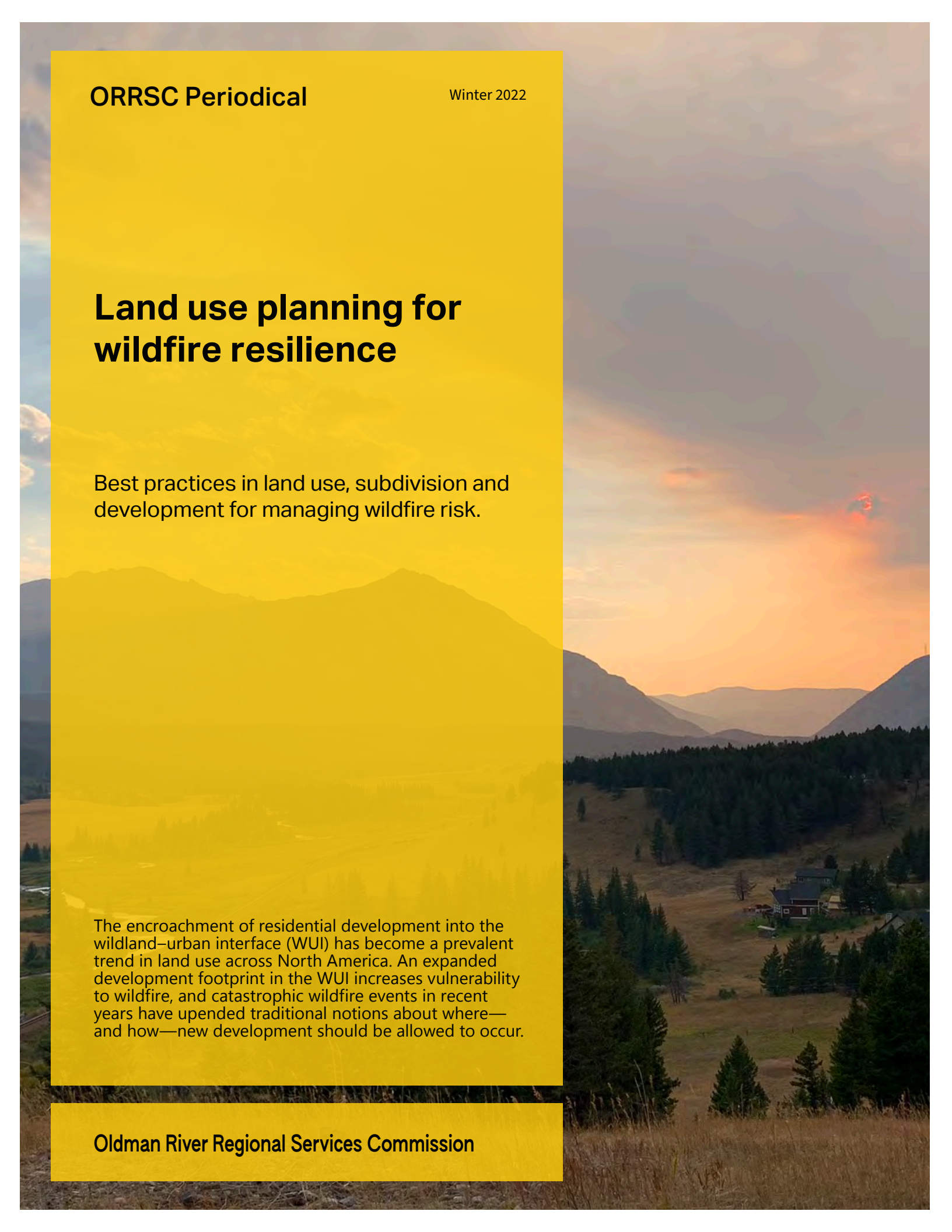
www.albertasouthwest.com



Land use planning for wildfire resilience

Best practices in land use, subdivision and development for managing wildfire risk.

The encroachment of residential development into the wildland–urban interface (WUI) has become a prevalent trend in land use across North America. An expanded development footprint in the WUI increases vulnerability to wildfire, and catastrophic wildfire events in recent years have upended traditional notions about where—and how—new development should be allowed to occur.



Wildfire in the 21st century

Wildfire describes fire that is unplanned or unwanted and that burns in combustible vegetation. Human activity has become the leading cause of wildfire, and also influences naturally occurring wildfire. Historically, the most significant human effects have been the homogenization of forests and widespread attempts to extinguish all wildfire, resulting in the build-up of wildland fuel loads. More recently, altered climate regimes involving less snow pack accumulation in winter and prolonged heat waves in summer have amplified the frequency, intensity and unpredictability of wildfire—a potentially devastating scenario for developed areas in proximity to wild lands. The escalating threat to life and property prompted National Research Council Canada to publish the National guide for wildland–urban interface fires (“the National Guide”), a unifying planning and management framework for local professionals focused on wildfire that has spread into the wildland–urban interface (WUI). It equips land use planners with best practices to enhance wildfire resilience at the site and community scales.

The wildland–urban interface (WUI)

The WUI refers to the area where the built environment abuts or intermingles with wildland vegetation. It is delineated according to topographical features and the relative abundance of combustible land cover classes in proximity to buildings. Typically, these include forest, grassland, shrubland, vegetated wetland, tundra and herb. Earth science researchers have applied various technical thresholds to map the WUI. Depending on the wildland fuel loads, the term “abuts” may indicate a distance of up to 2.4 km, the conventional estimate for the maximum distance a piece of burning wood can be projected in front of a wildfire.

Policy context

Despite the risk associated with developing land in the WUI, high-level model codes and standards are lacking in Canada. Notably, wildfire concerns are not explicitly addressed in the National Building Code or in the National Fire Code. Federal-level involvement has manifested primarily through participation in FireSmart Canada, which has served as the preeminent source of information for landowners and municipalities seeking to proactively manage wildfire risk. FireSmart Canada communicates educational awareness of wildfire and espouses voluntary best practices that reduce vulnerability.

At the site scale, these best practices revolve around the concept of defensible space: the area within the perimeter of a parcel where basic vegetation management strategies are implemented to modify wildland

Alberta’s 21st century wildfires

- 2019 Northwest Alberta
- 2017 Kenow *
- 2016 Horse River **
- 2015 Wabasca/Calling Lake
- 2013 Lodgepole
- 2012 Mackenzie County
- 2011 Slave Lake
- 2008 Newbrook
- 2006 Nordegg
- 2004 Enoch First Nation
- 2003 Lost Creek ***
- 2002 House River/Conklin

* The Kenow Fire burned 38% of Waterton Lakes National Park and also encroached into Cardston County and the MD of Pincher Creek.

** The Horse River Fire was the greatest insured loss event in Canadian history. The event cost \$9 billion, resulted in two fatalities and forced the evacuation of 90,000 people from Fort McMurray.

*** The Lost Creek Fire was fought with shared leadership through a coordinated emergency response team of emergency personnel from Crowsnest Pass and trained volunteers from surrounding municipalities.

FireSmart Canada was previously administered by the Partners in Protection Association. As of 2021, FireSmart Canada is the responsibility of the Canadian Interagency Forest Fire Centre (CIFFC), a non-profit organization operated by the federal, provincial and territorial wildland fire management agencies. Since its inception, FireSmart Canada has demonstrated excellence in cross-jurisdictional collaboration.

FireSmart Canada Structure/Home Ignition Zone



Non-combustible Zone

0–1.5 metres

Zone 1

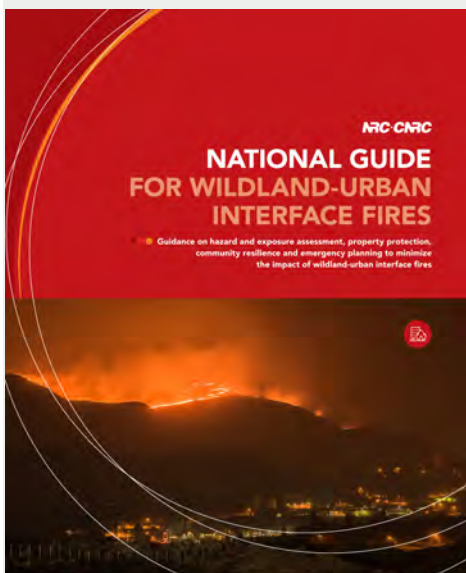
1.5–10 metres

Zone 2

10–30 metres

Zone 3

30–100 metres



[National guide for wildland-urban interface fires](#)



fuel. The Structure Ignition Zone guidelines outline land management strategies for the defensible space at various radii from structures. At the community scale, FireSmart Neighbourhood status can be sought by subdivisions, neighbourhoods or urban municipalities who enlist a WUI specialist to conduct a wildfire hazard assessment and then assemble a committee of landowners, planners and fire professionals to develop and implement a wildfire mitigation plan.

FireSmart Canada programs will be most effective in municipalities that practice robust land use planning. In the US, the National Fire Protection Association (NFPA) guides local planning authorities with its collection of standards dealing with structure ignition hazards and fire protection infrastructure for land development in rural areas. Local authorities in the US also have the benefit of choosing to adopt the International WUI Code developed by the International Code Council. Conversely, a lack of comparable model codes and standards in Canada hinders the capacity for local authorities to plan for wildfire resilience. This is precisely why, in June 2021, National Research Council Canada published the National Guide. The document integrates wildfire hazard and exposure assessment, property protection and emergency planning with land use policy and development regulation. Its interdisciplinary technical committee leveraged numerous existing international codes, standards and guidelines—including those of FireSmart Canada. Notably, the latter’s nomenclature was carried forward with respect to the structure ignition zones. The authors of the National Guide maintain that, while the recommendations outlined in the document were not subjected to the level of rigour involved in Canada’s code development process, they are intended to eventually be considered for code provisions.

Regional planning

The absence of community-scale WUI maps hinders the ability of municipal planners to implement wildfire resilience strategies. This deficiency could potentially be resolved through regional planning, as the wildfire risk to communities is a top management priority in the South Saskatchewan Regional Plan. To this end, the forthcoming 10-year review of the regional plan by the Government of Alberta should acknowledge the need to undertake region-wide WUI mapping.

Brought into force in 2014, the regional plan also could not have predicted the proliferation of localized solar energy development that has become a mainstay of the broader transition to an economy powered by clean fuels. Because the electricity generated from solar energy at the micro-generation and small scale generation scales is low-voltage, it is able to bypass transmission facilities and feed directly into the electric distribution grid. This is significant because the transmission of electricity through wild lands is among the leading causes of wildfire in North America. A decentralized grid is thus a more wildfire-resilient

grid, and a community's strategies for advancing its energy security are likely to reduce the probability of large-landscape wildfires as well.

Land use planning

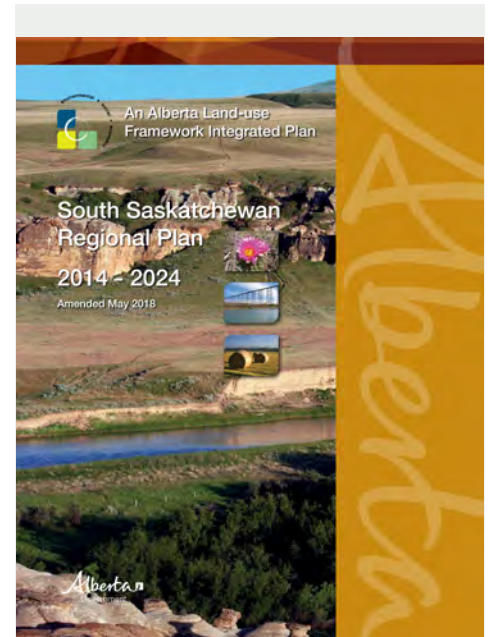
The most effective way to manage wildfire risk is to avoid developing in the WUI altogether. Naturally, prohibiting the development of buildings in the WUI is a tough sell politically, especially for communities in mountainous terrain where the supply of developable land is scarce. But from the perspective of maintaining safe communities—one of the municipal purposes specified in s. 3 of the *Municipal Government Act*—a powerful argument can be made for introducing at least some degree of land use control. This perspective is gaining traction, even in jurisdictions where private property rights are deeply entrenched.

In Montana, state legislation requires all locally-adopted growth plans to include an evaluation of wildfire risk. Missoula County is at the forefront of WUI planning in North America, having followed up its growth policy with a wildfire protection plan and a climate change adaptation plan. While these high-level plans are not binding on decision makers, they include considerable WUI-focused policy that paves the way for future regulatory measures.

Subdivision

Where planning authorities approve new development in the WUI, stricter consideration should be given to subdivision design and servicing requirements. Because the probability of structure-to-structure ignitions is predicated on the configuration of built form in the community, the provision of open space plays an important role in buffering adjacent development. Potentially, the WUI could be listed in s. 664(1) of the *Municipal Government Act* as an eligible natural feature for the purpose of taking environmental reserve. In order to preserve a developable area on the parcel, a threshold could be specified as a percentage of gross parcel area for the maximum amount of WUI land that could be made subject to dedication.

Where environmental reserve is provided for the purposes authorized in s. 664(1), the open space can contribute to wildfire-resilient subdivision design. Of course, open space will only be an effective buffer if the vegetative fuels are managed on an ongoing basis. Engaging community associations is thus an important part of the subdivision planning process, as these groups may unknowingly impose controls that undermine wildfire resilience. The conservation design principles espoused by Randell Arendt—clustered building sites surrounded by ample open space—are more likely to be wildfire-resilient than



SSRP Strategy 1.16

Incorporate wildfire management planning into forest management initiatives including the development of landscape wildfire risk assessments, landscape disturbance planning and FireSmart strategies. Forest management activities—such as prescribed burning, thinning and timber harvesting, will support meeting community and landscape-level FireSmart objectives.

Lot owners in Avimor, a master planned community north of Boise, ID, pay a monthly fire impact fee of \$10 that goes toward regional WUI-related land management initiatives. Garnering recognition for its wildfire-resilient subdivision design, the project has also been criticized by existing ratepayers in the nearest municipality, who anticipate the expanded emergency service area will be accompanied by property tax increases.

Adjacent to Banff National Park, the Town of Canmore is a municipality whose geography has forced it to be proactive in managing wildfire risk. The Town's land use bylaw stipulates that the Subdivision Authority may deem an application for subdivision incomplete if not accompanied by a wildfire risk assessment. Where an assessment is required, the recommendations may be attached as conditions of subdivision approval. The land use bylaw also prescribes wildfire-resilient development standards: only non-combustible landscaping materials are permitted within 1.5 m of any habitable building and ULC-rated roofing materials have been required since 1999. The bylaw currently in force requires a minimum Class B fire rating. The Town's review of its wildfire mitigation strategy in 2018 emphasized the need to replace combustible wood-shake roofing on all municipally-owned critical infrastructure to better align with the best practices required for new development. The review also observed that the effectiveness of emergency response could be strengthened by adding municipal equipment to facilitate quick deployment.

Class A roof coverings are effective against severe fire exposures. Common Class A roof coverings include metal, asphalt shingles, asphalt fiberglass composition shingles, concrete tiles and clay tiles.

Class B roof coverings are effective against moderate fire exposures.

Class C roof coverings are effective against light fire exposures.

conventional subdivision layouts, provided the lots are sized to maintain adequate spacing between the individual residences. The NFPA 1141 standard specifies a minimum separation distance of 30 ft between principal buildings not exceeding two stories or 30 ft in height. The recommended minimum is 50 ft for taller buildings. Where buildings are sprinklered, the distance is 15 ft regardless of the number of stories or building height. The developer should also be required to modify fuel loads on all lots created by the subdivision.

Physical access to buildings in an approved subdivision should be unobstructed and well-marked with signage indicating the civic address and all designated water source locations. Cul-de-sacs, dead-ends and long driveways should be avoided, except where alternate routes are provided for emergency access. Roadways and trails should be sited in a way that maximizes their firebreak potential, and the former should be designed to accommodate emergency access by meeting the minimum dimensional standards required for firefighting equipment. Adequacy of the proposed water supply is just as integral: a best-practices approach acknowledges fire suppression as the chief consideration in sizing a rural water system. The NFPA 1142 standard identifies minimum water supply standards for rural land development for various occupancies and construction classifications. In March 2022, Vulcan County introduced a draft bylaw derived from NFPA 1142 that helps developers of multi-lot subdivisions meet rural fire protection needs through the proper location and construction of fire suppression facilities.

Development

At the site level, the management of on-site fuels may be regulated through land use bylaw standards dealing with such elements as ground cover, vegetation type, fire pits and propane tanks. Provisions related to vegetation should be drafted in a way that affirms their paramountcy over minimum landscaping requirements in the event an inconsistency arises. With respect to buildings constructed in the WUI, ignition-resistant materials should be integrated to safeguard individual structures as well as to minimize the probability of contributing additional fuel loads to a wildfire.

Montana and Utah are among the four US states that have adopted the International WUI Code to bridge the gap between building code regulations and fire code regulations by prescribing standards specific to the WUI. In comparison, local planning authorities in Alberta may be restricted by s. 66(1) of the *Safety Codes Act*, which renders inoperative any municipal bylaw provision purporting to regulate something already dealt with under that Act. Building and fire code regulations currently in force under the *Safety Codes Act* do not account for the WUI. This begs the question of whether, in the interest of protecting life and property, local planning authorities may prescribe more rigorous building

standards in the WUI? Either way, the implementation of wildfire-safe development practices in high-risk communities is likely to be catalyzed by insurance companies. The Fire Underwriters Survey has established a new grading system specific to wildfire that insurers are increasingly relying on to influence policy rates.

Planning departments can promote best practices by distributing itemized lists of ignition-resistant building materials at the pre-application stage. Emphasis should be placed on the building components most vulnerable to wildfire: decks, roofs, eaves, vents and openings. Accessory buildings warrant equivalent treatment to principal buildings given that the former frequently house flammable liquids. Importantly, the American Planning Association stresses that wildfire risk reduction goals need to be considered within the broader objective of reducing greenhouse gas emissions. For instance, concrete made from Portland cement is a material ideally suited to resist ignition but its production comes at a high environmental cost. A more sustainable substitute with an excellent fire rating is cement derived from magnesium oxide, which undergoes thermal treatment at a significantly lower temperature and emits less carbon into the atmosphere. MgO Systems, a construction company headquartered in Rocky View County, has pioneered a revival of this ancient building material, making waves in the industry with its engineered wall panels that utilize magnesium oxide board in lieu of oriented strand board.

Concluding remarks

Recurring wildfires have become the norm, throughout North America and across the globe. National Research Council Canada foresees wildfire becoming more frequent, more intense and more widespread—even impacting regions without a history of wildfire. Because these outcomes are directly related to climate change, locally developed solutions to enhance wildfire resilience might fit within broader frameworks for climate adaptation that are eligible for government grant funding. The Climate Resilience Capacity Building Program is one example of a program offering financial support for climate resilience activities directly controlled or influenced by a community. The program is currently open and is accepting applications until March 31, 2023.

Municipal approaches to managing wildfire risk will vary based on geography and other factors. In all cases, managing this risk is a shared responsibility that will require collaboration across jurisdictions and disciplines—beginning with comprehensive WUI mapping, which was identified by the Canadian Council of Forest Ministers in 2005 as a critical priority for fire research. Land use planning will play a pivotal role in this coordinated effort, as local decision makers are increasingly obliged to evaluate the wildfire risk to communities.

The [FireSmart Interpretive Trail](#) in the Regional Municipality of Wood Buffalo is an interactive public park providing residents with numerous examples of FireSmart best practices.



Bark mulch landscaping is a combustible material that ought to be avoided within the FireSmart non-combustible structure ignition zone.

For more information on this topic contact admin@orrsc.com or visit our website at orrsc.com.

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