

# AGENDA & PRIORITIES

Council Committee

January 16, 2017

9:00 a.m.

# AGENDA

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## A. AGENDA ADOPTION

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## B. CONFIRMATION OF MINUTES

1. September 19, 2016  
Agenda & Priorities Council Committee  
Meeting Minutes
- 

## C. 2017 STRATEGIC PRIORITIES DEPARTMENTAL WORKPLANS

1. Public Works
  2. Planning
  3. Corporate Services
  4. Community & Protective Services
  5. Communications
  6. Agriculture Services & Landcare
  7. CAO
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## D. PLANNING & DEVELOPMENT

1. Nordegg Development
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## E. MUNICIPAL

1. Broadband Funding
  2. Council Communications and Public Participation
  3. Modernized Municipal Government Act –  
*Continuing the Conversation* Discussion Guide
- 

## F. ADJOURNMENT

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NEXT SCHEDULED MEETING – *APRIL 18, 2017*

**January 16<sup>th</sup>, 2017  
STRATEGIC PRIORITIES WORKPLAN  
DEPARTMENT: PUBLIC WORKS**

<p>Project Title: <b>2017 Asphalt Overlay</b> Outcome/Success Measure:</p> <p>To increase the weight carrying capabilities of the surfaced roads within the municipality combined with a maintenance cycle.</p> <ul style="list-style-type: none"> <li>• Tender the 2017 Asphalt Overlay program. This program includes re-surfacing, side slope improvement and other work for the Prairie Creek Road from the junction of Hwy 22 to Hwy 752 (23.2 Km)- <b>Completed</b></li> <li>• Construction to commence- <b>Summer 2017</b></li> </ul> <p>Completion Date: <b>October 2017</b></p>	<p>Project Title: <b>Caroline Land Development/ Salt Sand Storage Facility</b> Outcome/Success Measure:</p> <p>Develop property acquired in the Village of Caroline to contribute to the economic prosperity of the area as well as to provide a new Salt /Sand Storage facility to service the southern portion of the Municipality.</p> <ul style="list-style-type: none"> <li>• Purchase new property- January 2015.- <b>Completed</b></li> <li>• Amend Village of Caroline M.D.P, A.S.P, L.U.B- March 2015.-<b>Completed</b></li> <li>• Awaiting Alberta Environment Approval for Wetland Assessment – <b>Completed</b></li> <li>• Site grading / road construction Phase 1- <b>Summer 2017</b></li> <li>• Site preparation, asphalt surfacing and salt /sand facility construction- <b>Summer 2017</b></li> <li>• Awaiting Public Lands Approval for small wetland area contained in Industrial lots.- <b>February 2017</b></li> <li>• Storm Pond Excavation – <b>February 2017</b></li> <li>• Construct Operations Building- <b>Fall 2017</b></li> </ul> <p>Completion Date: <b>December 2017</b></p>
<p>Project Title: <b>2017 Gravel Road Rehabilitation</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Rehabilitate / Shoulder pull approximately 32 km (20 miles) of road throughout the municipality.</li> <li>• Annual Spring Road Assessments- <b>June 2017</b></li> <li>• Construction to commence- <b>May 2017</b></li> </ul> <p>Completion Date: <b>October 2017</b></p>	<p>Project Title: <b>Condor replacement of wastewater collection mains.</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Engineering design for replacement to be completed in 2017.</li> <li>• 300 metres of wastewater collection main lines to be replaced in 2018.</li> </ul> <p>Completion Date: <b>October 2017</b></p>

<p>Project Title: <b>2013 Flood Rehabilitation/ Infrastructure Protection Projects</b> Outcome/ Success Measure:</p> <p>To rehabilitate or Protect Infrastructure that has been effected by the 2013 Flood funded through the Provincial DRP or FREC programs.</p> <p>Clearwater Campground Re-Construction (16 Lots)</p> <ul style="list-style-type: none"> <li>• Provincial Approval for Recreational Lease Expansion- <b>Completed</b></li> <li>• Clear access road and lots- <b>Completed</b></li> <li>• Construction- <b>June 2017</b></li> </ul> <p>Completion Date: <b>August 2017</b></p>	<p>Project Title: <b>Condor Access Road / Rocky Wood Road Grade Widening</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Acquire Land and Design road widening of the Condor Access Road from Hwy 11 to the Hamlet of Condor (0.5Km)- <b>Summer 2017</b></li> <li>• Construction to commence- <b>Summer 2018</b></li> <li>• Tender and construct road widening and surfacing of the Rocky Wood Road from Old Hwy 11A south to end of chip seal (1.2Km)</li> <li>• Construction to commence- <b>Summer 2017</b></li> </ul> <p>Completion Date: <b>October 2018</b></p>
<p>Project Title: <b>Hamlet of Condor Lagoon and Lift Station Upgrades</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Clearwater County has prepared and submitted the application for funding under the Alberta Municipal Water/Wastewater Partnership (AMWWP) program and the Federal Clean Water Wastewater Fund (CWWF), which includes: Hamlet of Condor Sewage Lagoon Rehabilitation and Hamlet of Condor Lift Station.</li> <li>• Desludging of lagoon to take place, if construction upgrades occur, in 2017.</li> <li>• If funding is approved, Lagoon and Lift Station Construction upgrades to commence 2017.</li> </ul> <p>Completion Date: <b>November 2017</b></p>	<p>Project: Title: <b>Nordegg Wastewater Roper Pump Repair</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Repair of second Wastewater Roper Pump as per repair/ maintenance schedule.</li> </ul> <p>Completion Date: <b>October 2017</b></p>

<p>Project Title: <b>Gravel Pit Crushing Requirements</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Anticipate crushing to occur in the Martin, Cooper and Frisco Pit.</li> <li>• Transfer of 14,000 tonnes of ¾” crush from the Frisco Pit to the Varty Stockpile site.</li> </ul> <p>Completion Date: <b>October 2017</b></p>	<p>Project Title: <b>Administration Building and Operations Facility</b> Outcome/Success Measure:</p> <p>To design Phase 1 and 2 of an Administration Building and Operations Facility. Construct Salt/ Sand Storage facility and site preparation.</p> <ul style="list-style-type: none"> <li>• Request for Proposal for Design Consultant Tender Award- <b>Completed</b></li> <li>• Lot grading and site earthworks- <b>Complete</b></li> <li>• Salt Storage facility construction- <b>Complete</b></li> <li>• Design of Phase 1 and 2 Administrative Building and Operations Facility- <b>Complete</b></li> <li>• Perimeter Fence Construction – <b>Complete</b></li> <li>• Cold Storage building to facilitate the storage of the salt/sand loader and the storage of other equipment. –<b>Complete</b></li> <li>• Tender for Construction Phase 1 or Phase 1 and 2- <b>To Be Determined</b></li> </ul>
<p>Project Title : <b>Nordegg Commercial Core</b> Outcome/Success Measure:</p> <p>Construct the basic infrastructure to support the development of the commercial core in Nordegg</p> <ul style="list-style-type: none"> <li>• Tender and construct water and wastewater infrastructure, storm water management system and curb and gutter road system. (0.4Km).</li> <li>• Construction to commence <b>To Be Determined</b></li> </ul> <p>Completion Date: <b>To Be Determined</b></p>	<p>Project Title: <b>Gravel Pit Reclamation</b> Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Reclamation work to be completed within the Martin Pit.</li> <li>• Reclamation Plan, as per Alberta Environment and Parks requirement, to be detailed for the Clearwater/Bigface Gravel Pit.</li> </ul> <p>Completion Date: <b>October 2017</b></p>

<p>Project Title: <b>Bridge Structure(s) Rehabilitation Program</b></p> <p>Outcome/Success Measure:</p> <ul style="list-style-type: none"> <li>• Clearwater County to prepare and submit an application for funding under The Alberta Provincial Strategic Transportation Infrastructure Program (STIP) – Local Road Bridge Program (LRB).</li> </ul> <p>Replacement construction anticipated to occur on the following bridge structures;</p> <ul style="list-style-type: none"> <li>• Bridge Culvert BF07463 (WNW 12-38-4W5M)</li> <li>• Bridge Culvert BF07440 (SSE 35-38-7W5M)</li> <li>• Bridge Culvert BF70707 (WNW 02-38-4W5M)</li> <li>• Bridge Culvert BF70149 (WSW 31-35-5W5M)</li> <li>• Bridge BF09970 (WNW 36-40-6W5M)</li> <li>• Bridge BF78254 (INE 15-38-14W5M)</li> <li>• Bridge 75501 (SSW 33-40-7W5M)</li> </ul> <p>Completion Date: <b>October 2017</b></p>	<p>Project Title: <b>Beaver Flats Road Reconstruction</b></p> <p>To design, tender and reconstruct the Beaver Flats Road from Hwy 12 north 12.8Km.</p> <ul style="list-style-type: none"> <li>• Acquire land and design – <b>Summer 2017</b></li> <li>• Tender Road Reconstruction –<b>Spring 2018</b></li> <li>• Commence Construction – <b>Summer 2018</b></li> </ul> <p>Completion Date: <b>October 2018</b></p>
<p>Project Title: <b>Joint Development Area Water/Wastewater Servicing</b></p> <p>Outcome/Success Measure: To design and construct a municipal water/ wastewater system that meets the needs of the J.D.A</p> <ul style="list-style-type: none"> <li>• Council Approval of the Joint Development Area, Joint Services Agreement and IDP Amendments (Develop Area Structure Plan) <b>June 2017</b></li> <li>• Council Approval for funding preliminary design and construction (Sewer Reserve)- <b>June, 2017</b></li> <li>• Detailed design of water / wastewater infrastructure- <b>October, 2017</b></li> <li>• Secure easements for infrastructure corridors- <b>October, 2017</b></li> <li>• Procurement, construction commencement of water/wastewater infrastructure- <b>November, 2017</b></li> </ul> <p>Completion Date: <b>November, 2018</b></p>	<p>Project Title: <b>Regional Waste Operations Review</b></p> <p>Outcome/Success Measure: Evaluate all operational programs and determine the efficiency of each.</p> <ul style="list-style-type: none"> <li>• Develop an 18 month plan for moving forward to present at the Tri Council meeting <b>June, 2017</b></li> <li>• Review Leachate reduction options- <b>June 2017</b></li> <li>• Secure additional land for future landfill requirements- <b>October, 2017</b></li> <li>• Review all operational programs for efficiency- <b>November, 2017</b></li> <li>• Create a 5 year business plan for adoption by partnering Council’s <b>February 2018</b></li> </ul> <p>Completion Date: <b>November, 2018</b></p>

**January 16<sup>th</sup>, 2017  
STRATEGIC PRIORITIES WORKPLAN  
DEPARTMENT: Planning & Development**

<p>1. Project Title: <b>Nordegg Development</b> Outcome: To complete the development of Nordegg in accordance with Council’s plan. Key objectives:</p> <ul style="list-style-type: none"> <li>• To continue developing Nordegg for the sole purpose of selling lots.</li> <li>• To complete the “Developer” role and solely be governance.</li> </ul> <p>Completion: Ongoing – <b>To Discuss (see attached agenda – Item E1)</b></p>	<p>2. Project Title: <b>Nordegg Trail System</b> Outcome/Success Measure: Identify/map/plot a logistic trail system in the Nordegg area. Key objectives:</p> <ul style="list-style-type: none"> <li>• To have some recognizable and identifiable trail systems in the vicinity.</li> <li>• To increase visitation and enhance the tourism in the West Country.</li> <li>• Trails consultant has a preliminary draft and will be meeting with P&amp;D staff within the next month. <b>DONE</b></li> <li>• Public consultation is planned for August long weekend <b>DONE</b></li> <li>• Compile public feedback from the consultation and bring back to Council <b>DONE</b></li> <li>• Trail construction – <b>IN PROCESS</b></li> </ul> <p>Completion: Ongoing</p>
<p>3. Project Title: <b>Nordegg Building Maintenance</b> Outcome: To protect and prolong Clearwater County’s infrastructure. Key objectives:</p> <ul style="list-style-type: none"> <li>• To enhance the aesthetics of Nordegg</li> <li>• To retain some useable buildings in Nordegg.</li> <li>• P&amp;D has hired one maintenance person and is still seeking a qualified person to take the lead position.</li> <li>• The second position is now filled.</li> </ul> <p>Completion: Annual</p>	<p>4. Project Title: <b>Joint Development Area</b> Outcome: To create a viable private/ public partnership for the development of a mutually beneficial business park. Key objectives:</p> <ul style="list-style-type: none"> <li>• To guide development north of Rocky Mountain House.</li> <li>• P&amp;D staff have met with Town staff and are collaborating on a mutually beneficial strategy to move forward.</li> <li>• The preliminary traffic study has been <b>completed.</b></li> <li>• The storm water concept plan has been <b>completed.</b></li> <li>• The Master Drainage Plan has been <b>completed.</b></li> </ul> <p>Completion: TBD</p>

<p>5. Project Title: <b>IDP Review</b> Outcome: to review the IDP and ensure it remains a relevant document.</p> <p>Key objectives:</p> <ul style="list-style-type: none"><li>• To guide and direct future growth and development within the Town of Rocky and the portion of Clearwater County within the plan area.</li></ul> <p>Completion: Anticipating September 2017</p>	<p>6. Project Title: <b>MDP Review</b> Outcome: to meet the requirements of section 12.2.25 of the MDP that requires the MDP to be reviewed at least every 6 years to promote its relevance and effectiveness.</p> <p>Key objectives:</p> <ul style="list-style-type: none"><li>• to provide a vision of what Clearwater County desires to be 25 to 30 years from now.</li><li>• To ascertain from Council the degree of review.</li></ul> <p>Completion: Fall of 2018</p>
<p>7. Project Title: <b>Project Management</b> Outcome: To keep staff productive by effectively managing workloads in an efficient manner.</p> <p>Key objectives:</p> <ul style="list-style-type: none"><li>• Ensuring adequate staffing to meet Council's demand while keeping the expected service level to the general public.</li></ul> <p>Completion: ongoing</p>	

**January 16, 2017  
STRATEGIC PRIORITIES WORKPLAN  
DEPARTMENT: CORPORATE SERVICES**

<p>Project Title: <b>TECHNOLOGY AND INFORMATION MANAGEMENT SYSTEMS 1. Align Service levels with Organizational needs</b>  <b>Outcome/Success Measure:</b> A reliable network with the appropriate software/hardware for employees to complete workload efficiently with minimal unplanned outages  <b>Relevant Strategic Areas(s):</b> Infrastructure and Asset Management  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Provide users with Hardware that aligns with their needs (mobility initiative)</li> <li>• Develop service standards and administrative policies that address on business operations</li> <li>• Review Hardware and Software settings on all network infrastructure and correct as required. (internal infrastructure audit)</li> </ul> <p><b>Completion Date:</b> First Quarter 2017</p>	<p>Project Title: <b>TECHNOLOGY INFORMATION MANAGEMENT SERVICES 2. Disaster Recovery / Business Continuity</b>  <b>Outcome:</b> A reliable copy of Network data in an offsite location that is readily accessible in emergency situations or if service is disrupted.  <b>Relevant Strategic Areas:</b> Infrastructure and Asset Management.  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Develop plan and procedures for disaster recovery situations</li> <li>• Establish backup location with reliable connection, access and support</li> <li>• Setup existing equipment and implement backup protocols</li> <li>• Provide appropriate staff access and tools for disaster recovery</li> </ul> <p><b>Completion:</b> Third Quarter 2017</p>
<p>Project Title: <b>FINANCE 2. Review of Financial Procedures and Systems</b>  <b>Outcome/Success Measure:</b>  Accommodate increased workload and increase efficiency in the budgeting and reporting process.  <b>Relevant Strategic Area(s):</b> Well Governed and Leading Organization  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Reorganize staff workloads to compensate for changes to regional waste and regional fire procedures</li> <li>• Increase efficiency of budget preparation and eliminate duplication</li> <li>• Improve performance monitoring and reporting.</li> </ul> <p><b>Completion:</b> Third Quarter 2017</p>	<p>Project Title: <b>ASSESSMENT 1. Centralized Assessment Change over</b>  <b>Outcome/Success Measure:</b> Direction from the Province on new Central Authority.  <b>Relevant Strategic Area(s):</b> Well Governed and Leading Organization  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Continue the dialogue with the ministry to confirm the procedure and direction for the change over to a centralized authority for industrial assessment.</li> <li>• Determine accountability methods to ensure provincial information matches current County Standards</li> </ul> <p><b>Completion:</b> Fourth Quarter 2017</p>



Project Title: **HUMAN RESOURCES 1. Tri-annual Compensation Survey**

**Outcome/Success Measure:** Economic review to ensure the County remains an Employer of Choice for recruitment and retention of staff. Economic review to ensure compensation and benefits for Council are in keeping with best practices within Central Alberta.

**Relevant Strategic Area(s):** Well Governed and Leading Organization - Workforce.

**Key objectives:**

- Identify relevant comparators [benefit programs, cost-share, bench-marked positions for comparison, salary ranges] for contractor to conduct external survey.
- Meet Council requirements [3 year review].
- Review data to ensure the County is meeting Council objectives to remain in the 65<sup>th</sup> percentile for compensation practices.
- Complete analysis and develop appropriate recommendations.

**Completion:** Second Quarter

January 16, 2017

STRATEGIC PRIORITIES WORKPLAN

DEPARTMENT: Community Protective Services

<p>1. Project Title: <b>Economic Development - High Speed Internet Review</b></p> <p><b>Outcome:</b> Continuation of work to meet the 2015 – 2018 Strategic Plan priority that Council will “continue to research opportunities to further advocate and support high speed infrastructure development in Clearwater County”.</p> <p><b>Key Objectives:</b></p> <ul style="list-style-type: none"><li>• Aid Clearwater Broadband Foundation in development of proposal to Council relating to broadband development in Clearwater County</li><li>• Research and, subject to Council approval, apply for Connect to Innovate funding;</li><li>• Investigate CRTC funding potential</li></ul> <p><b>KPI:</b> Direction on County role and level of funding from Council to support high speed infrastructure .</p> <p><b>Completion:</b> December 31, 2017</p> <p><b>Additional Discussion Jan A&amp;P Agenda item E.1.</b></p>	<p>2. Project Title: <b>Protective Services – CREMA Regionalization Framework</b></p> <p><b>Outcome:</b> To implement CREMA programs, within approved resources, through a supportive/coordinating role of a Regional Director of Emergency Management and direct involvement and approvals from the Emergency Management Committee, each Municipal Council and each municipalities’ CAO/DEM.</p> <p><b>Key Objectives:</b> Evaluate and expand a regional emergency management agency and response and depth of capability to respond to an emergency/disaster. Achieving a goal of 72 hour staffing capacity with County, Town and Village staff.</p> <p><b>KPI:</b></p> <ul style="list-style-type: none"><li>• Completion of one (1) EOC activation exercise.</li><li>• Review and address EOC physical plant &amp; technological updates.</li><li>• Schedule and complete training courses in three (3) areas of response preparedness: various levels of Incident Command System, Emergency Operations/Coordination Center (EOC/ECC), and Emergency Social Services (ESS).</li><li>• Update as required the Regional Community Emergency Management Plan to reflect administrative and program changes at a minimum of once per annum.</li></ul> <p><b>Completion:</b> December 31, 2017</p>
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3. Project Title: **Clearwater County and Regional Economic Development Initiatives**

**Outcome:** Continued development of Regional Economic Development initiatives

**Key Objectives:**

- Adequately address/meet the Economic Development initiatives and demands without decreasing service levels to other areas within Community Services.

**KPI:**

- Support Regional Tourism Committee to build on tourism initiative
- Broaden communication program and social media presence to promote Village/Town/County
- Continued partnership with three Chambers and other regional partners (e.g. CAEP)

**Outcome:** Continue to assist to develop independent, cooperative and private sector opportunities towards diversification of Clearwater County and Regional economy. This will include facilitating or influencing inter-municipal agreements, obtaining external partnerships, and developing networks and communication pathways to promote regional economic growth and business retention.

**Key Objectives:**

- Prioritization of focus towards Economic Development with a focus towards tourism/recreation along with continued other regional initiatives.

**KPI:** Maintain the current active membership of the Regional Tourism Group.

**KPI:** Work with and aid Chambers of Commerce and partnering municipalities in continuing roll out of regional branding as a part of their individual marketing efforts.

**KPI:** Look to reinvigorating (RMH to Nordegg Trail) or initiating other larger scale projects associated to the promotion of tourism and recreation. **(The Rocky Nordegg Trail is affected by North Sask Regional Plan details. Recommend project be one of the discussion points with Minister Phillips should she meet with Council)**

**Completion:** December 31, 2017

4. **Community Services / Recreation / Trails / Culture / Cemeteries**

**Outcome:** Complete a staffing resource review within CPS in evaluating current staffing levels, job description review/focus to adequately meet the Community Services initiatives without decreasing service levels to other areas within Economic Development.

**Key Objectives:**

- Adequately address/meet the Community Services / Recreation / Trails / Culture initiatives and demands.

**KPI:** Maintain capacity time committed to Community Services / Recreation / Trails / Culture

**Completion:** October 1, 2017

5. Project Title: **Community Services - Cemeteries Program**

**Outcome:** Continue work with community groups relating to operations of registered cemeteries

**Key Objectives:**

- Investigate municipal organizations, practices and resources to identify best practices and complete a GAP analysis and identify adequate resources to level of service.

**KPI:** Completion of geo based mapping within budget and initial reporting to identify a future state requiring longer term allocation of County resources.

**Completion:** November 1, 2017

- Discussion with current managers/coordinators / owners of cemeteries within Clearwater County to identify current needs and future challenges being faced at a local ownership level. A focus will be towards a risk management approach to identify a future state requiring longer term allocation of County resources.

**KPI:** Complete stakeholders meetings.

**KPI:** Adequately address current and future demands on County staffing resources for the operations and management of cemeteries and/or forecasted planned transitions or unforeseen sudden transitions from current cemetery managers.

**Completion:** November 1, 2017

6. Project Title: **Radio Infrastructure and Communications System**

**Outcome:** Continue to have a reliable and sustainable radio and communications infrastructure to support municipal emergency response agencies and County departments to successfully meet business needs and in meeting legislative requirements.

**Key Objectives:**

- Complete a detailed asset and support services review to ensure resources are adequately in place and forecasted to ensure current and future capital infrastructure and support resources.

**KPI:** Confirm estimated 2018 forward capital infrastructure forecasts to ensure accurately reflecting current and future allocations for upgrades and replacements within the capital budgeting process.

**Completion:** November 1, 2017

	<p><b>7. Clearwater Regional Fire Rescue Services</b> <b>Outcome: Complete processes needed for the construction and opening of a Fire Station to replace both Station 10 (Leslieville) and Station 20 (Condor).</b></p> <p><b>KPI: Phase I</b> Secure the purchase of land within approved budget.</p> <p><b>Completion:</b> Phase I: May, 2017</p> <p><b>KPI: Phase II</b> Completion of site and facility concept design and confirmation of budget. Tender/RPF documents advertisement and award late 2017.</p> <p><b>Completion:</b> Phase II: July, 2017</p> <p><b>KPI: Phase III</b> Completion of site and facility engineering and design, tender documents preparation, advertisement, evaluation and award.</p> <p><b>Completion:</b> Phase III: September 2017.</p> <p><b>KPI: Phase IV</b> Construction and completion of facility.</p> <p><b>Completion:</b> Phase IV: December 31, 2018</p>
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**January 16, 2016**  
**STRATEGIC PRIORITIES WORKPLAN**  
**DEPARTMENT: COMMUNICATIONS**

<p><b>Project Title: Council Communications</b></p> <p>Outcome: Support Council’s communications with public and government officials, and help portray how Council is achieving its Strategic Plan objectives.</p> <p>Key Objectives:</p> <ol style="list-style-type: none"> <li>1) Review and confirm Council’s Communications goals. <b>Completion Date:</b> First quarter 2017</li> <li>2) Development of a “State of the County” address. <b>Completion Date:</b> First quarter 2017</li> <li>3) Support Council committee communications. <b>Completion Date:</b> Ongoing</li> </ol>	<p><b>Project Title: Intergovernmental Relations</b></p> <p>Outcome: Coordinate communications and advocacy efforts of items that are intermunicipal, provincial or federal in nature.</p> <p>Key Objectives:</p> <ol style="list-style-type: none"> <li>1) Research, development of communications materials and support for advocacy matters and intergovernmental relations. <b>Completion Date:</b> Ongoing</li> <li>2) Develop relevant materials and communicate decisions resulting from the work of the ICC. <b>Completion Date:</b> Ongoing</li> </ol>
<p><b>Project Title: County Communications</b></p> <p>Outcome: Enhance the opportunities for public education and awareness of County programs and services.</p> <p>Key Objectives:</p> <ol style="list-style-type: none"> <li>1) Content development, production and distribution of six <i>County Highlights</i> newsletters. <b>Completion Date:</b> December, 2017</li> <li>2) Ongoing content development and maintenance of the existing County website, social media sites, advertising and media relations. <b>Completion Date:</b> December, 2017</li> <li>3) Coordinate, produce and distribute news releases regarding County endeavours. <b>Completion Date:</b> Ongoing</li> </ol>	<p><b>Project Title: Citizen Engagement</b></p> <p>Outcome: Citizen engagement and public consultation that meets and exceeds MGA requirements.</p> <p>Key Objectives:</p> <ol style="list-style-type: none"> <li>1) Review and confirm Council’s public engagement goals. <b>Completion Date:</b> First quarter 2017</li> <li>2) Development of a public participation policy. <b>Completion Date:</b> First Quarter 2017</li> <li>3) Coordinate, produce and conduct benchmark public opinion survey (annually). <b>Completion Date:</b> Fourth quarter 2017</li> </ol>

<p><b>Project Title: New Website Development</b></p> <p>Outcome: Refresh existing County website functionality and accessibility (i.e. both traditional computer and mobile devices).</p> <p>Key Objectives:</p> <ol style="list-style-type: none"><li>1) Development of Terms of Reference for the redevelopment of Clearwater County website, in consultation with County departments/IT.</li><li>2) RFP for website re-development project.</li><li>3) Oversight of development of website, content management and testing.</li><li>4) Launch new County website.</li></ol> <p><b>Completion Date:</b> December, 2017</p>	<p><b>Project Title: Election 2017</b></p> <p>Outcome: Enhanced information and more efficient and effective nomination and election process.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"><li>• Development of an improved prospective Councillor’s information package, including meeting calendar.</li><li>• Recruitment and oversight of contracted Returning Officer and polling officers.</li></ul> <p><b>Completion Date:</b> November 2017.</p>
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**January 16, 2017**

**STRATEGIC PRIORITIES WORKPLAN**

**DEPARTMENT: Agricultural Services and Landcare**

<p>1. Project Title: <b>AG Recreation Facility</b> Outcome: Support the Rocky Ag Society investigate the viability of an AG Rec. Facility Key Objectives</p> <ul style="list-style-type: none"><li>• Keep council informed through updates as necessary and coordinating an Ag Society Delegation to council</li></ul> <p>Completion: June 2017</p>	<p>2. Project Title: <b>Eradicable Weed Program Review</b> Outcome: Ensure the Eradicable Weed program, continues to function as an effective and sustainable early detection rapid response tool. Key objectives</p> <ul style="list-style-type: none"><li>• Discuss program review with the ASB</li></ul> <p>Completion: February 2017</p> <ul style="list-style-type: none"><li>• Present ASB board with first draft of a new Eradicable Weeds policy.</li></ul> <p>Completion: June 2017</p>
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**January 16, 2017**  
**STRATEGIC PRIORITIES WORK SHEET**  
**DEPARTMENT: CAO**

<p>Project Title: <b>Regional Waste Legislative &amp; Governance Review:</b>  <b>Outcome: Development of new Regional Agreement &amp; New Committee Bylaw</b>  <b>Relevant Strategic Areas(s):</b> Governance, Regional Services, Regulatory compliance  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Review and update of current Regional Waste Agreement</li> <li>• Develop new Regional Waste Board Bylaw clarifying roles and responsibilities of Councils, Committee and County Administration as Managing Partner</li> <li>• Development of CAO Team roles, responsibilities and processes to guide regional waste operations</li> </ul> <p><b>Completion Date:</b> Third quarter 2017</p>	<p>Project Title: <b>Regional Fire Legislative &amp; Governance Review:</b>  <b>Outcome: Development of new Regional Agreement &amp; New Committee Bylaw</b>  <b>Relevant Strategic Areas(s):</b> Community well-being, safe community, regulatory compliance  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Review and update of current Regional Fire Agreement</li> <li>• Develop new Regional Fire Committee Bylaw clarifying roles and responsibilities of Councils, Committee and County Administration as Managing Partner</li> <li>• Development of CAO Team roles, responsibilities and processes to guide regional fire operations</li> </ul> <p><b>Completion Date:</b> Second quarter 2017</p>
<p>Project Title: <b>Acting Director – Regional Fire Outcome/Success Measure:</b>  Increase department efficiency and effectiveness with respect response, investigation and education endeavors  <b>Relevant Strategic Area(s):</b> Community well being, safe community, regulatory compliance  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Hire Regional Chief and Deputy Chief</li> <li>• Development of response protocols to ensure timely and effective deployment of fire apparatus and manpower</li> <li>• Development policies to ensure compliance with OHS &amp; Employment Act regulations</li> <li>• Develop implementation plan for ERM report recommendations relating to Regional Service</li> </ul> <p><b>Completion:</b> Third Quarter 2017</p> <ul style="list-style-type: none"> <li>• Transition responsibility of CRFRS to CPS Director – 1<sup>st</sup> quarter 2018</li> </ul>	<p>Project Title: <b>Modernized Municipal Government Act</b>  <b>Outcome/Success Measure:</b> Compliance with regulatory requirements associated with MMGA  <b>Relevant Strategic Area(s):</b> Well Governed and Leading Organization, regulatory compliance  <b>Key Objectives:</b></p> <ul style="list-style-type: none"> <li>• Code of Conduct, Public Participation policy – 2<sup>nd</sup> quarter</li> <li>• Assessment of scope of work associated with IDP &amp; Collaborative Framework with adjacent rural municipalities &amp; Burntstick Lake</li> <li>• Administrative discussion re: Caroline IDP <ul style="list-style-type: none"> <li>○ IDP work for 2018</li> </ul> </li> </ul> <p><b>Completion:</b> Third Quarter 2017</p>

<p>Project Title: <b>Broadband</b> <b>Outcome: Council motion and budget defining scope of service supported</b> <b>Relevant Strategic Area(s):</b> Well Governed and Leading Organization - Workforce.</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"><li>• Define deliverables and timeframe</li><li>• Establish budget for project.</li><li>• Development of contracts or tender documents as required</li></ul> <p><b>Completion:</b> Second Quarter</p>	<p>Project Title: <b>Intergovernmental Projects</b> <b>Outcome: Support for agencies or committees of local or regional significance</b> <b>Relevant Strategic Area(s):</b> Intergovernmental relationships</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"><li>• Support for and participation on ICC</li><li>• Continue support to CAAMDC &amp; AAMDC as Zone Secretary.</li></ul> <p><b>Completion:</b> Ongoing</p>
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## AGENDA & PRIORITIES COUNCIL COMMITTEE

### AGENDA ITEM

<b>PROJECT:</b> Nordegg Development		
<b>PRESENTATION DATE:</b> January 16 <sup>th</sup> , 2017		
<b>DEPARTMENT:</b> Planning & Development	<b>WRITTEN BY:</b> Rick Emmons	<b>REVIEWED BY:</b> Ron Leaf
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Nordegg Community Outline Plan, Nordegg Development Plan, Nordegg Development Design Guidelines, MDP, AB Gov't Land Use Policy, Integrated Resource Plan, &amp; the MGA</u>		
<b>STRATEGIC PLAN THEME</b> #1: Managing Our Growth	<b>PRIORITY AREA:</b> Objective – 1.1 Plan for a well designed and built community.	<b>STRATEGY #1.1.1:</b> Ensure appropriate land use planning for public infrastructure, rural subdivisions, hamlets and commercial and industrial lands.
<b>RECOMMENDATION:</b> 1) For Council to confirm whether it wishes to review Nordegg planning policies and guidelines; and if so, 2) That Council confirms, or amends, the proposed review process and sets a date to undertake the review		
<b>ATTACHMENT(S):</b> n/a		

#### **BACKGROUND:**

During the 2017 budget deliberations, Councilor Maki suggested that Council review the current Nordegg planning policies and guidelines before proceeding with the proposed capital plans associated with the Commercial Core and Mobile Home Park projects. Administration is requesting Council's direction regarding the requested review.

Should Council decide to proceed with a review of the Nordegg planning documents Administration proposes that Council review:

1. The MDP planning policies and Land Use Bylaw provisions associated with Nordegg and related developments in the hamlet;

2. The Nordegg Development Plan and the associated Nordegg Design guidelines;
3. The Nordegg Utility Master Plan;
4. Public Work's road standards policy;
5. The proposed subdivision development plans (residential, commercial and trailer park) and,
6. The results of recent engineering reports and utility inspections.

It is Administration's opinion that a broad review can be accomplished in one day at the conclusion of which Council could determine whether it wishes to confirm the current planning framework or whether additional work/evaluation is required relating to the Nordegg planning framework.

It is Administration's recommendation that Council should undertake this review within the next 3-4 weeks as Administration believes that any anticipated changes in standards should be communicated to the developer who will be beginning construction of his development in Nordegg in the next 4-6 weeks.



## **Other Funding Sources**

- Grant Funding: Unknown
  - CBF may not be eligible to receive Federal grant funding
  - CBF not eligible to receive CRTC funding
  - If County is successful in a Connect to Innovate grant application, Administration anticipates that any assets purchased by those funds will need to be owned/controlled by the County. This “requirement” will be confirmed prior to presentation to Council.
  - Administration will engage a consultant to review the Connect to Innovate grant requirements and CRTC funding and to prepare the grant application for March 13, 2017 deadline.
  
- **Eligibility**
  - Administration will obtain a legal opinion related to:
    - Whether the proposed project meets requirements of the MMGA and County’s ability to borrow, lend or guarantee loan(s).
    - Whether CBF is eligible to receive funding from County
    - If the CBF is eligible, what legal requirements will the County be required to place in terms of security, ownership, control of asset(s), etc.
  
- **Borrowing**
  - Should Council wish to borrow to fund this project, a borrowing bylaw will be prepared to address MMGA requirements and other legal requirements, if appropriate;
  - The borrowing bylaw will be advertised and is subject to petition

Administration also will provide analysis relating to the following scenarios:

- Should Council wish to borrow against County debt limit, Administration will prepare a financial analysis regarding impact of repayment schedule on operating funds, other capital projects (e.g. Town Fieldhouse, Ag Rec Centre, seniors housing) and tax rates
- Should Council wish to reallocate Reserve funds, Administration will prepare a financial analysis regarding impact on operating funds, other capital projects and tax rates.

**Request for Direction:** Is the information identified above sufficient for Council’s deliberation?



## AGENDA & PRIORITIES COUNCIL COMMITTEE

### AGENDA ITEM

<b>PROJECT: Council Communications and Public Participation</b>		
<b>PRESENTATION DATE:</b> January 16, 2017		
<b>DEPARTMENT:</b> Council	<b>WRITTEN BY:</b> Christine Heggart	<b>REVIEWED BY:</b> Ron Leaf
<b>BUDGET IMPLICATION:</b> <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) <span style="float: right;"><u>New MGA Section 216.1</u></span>		
<b>STRATEGIC PLAN THEME:</b> All	<b>PRIORITY AREA:</b>	<b>STRATEGY:</b>
<b>RECOMMENDATION:</b> That Council reviews and accepts the Communications and Public Participation as presented.		
<b>ATTACHMENT(S):</b> CRD Public Participation Spectrum		

**BACKGROUND:**

Council understands the importance of keeping the public informed and educated about emerging issues, County programs and projects, as well as Council’s plans for the future of the community. At their regular meeting on January 10, 2017, Council discussed the County’s existing communications channels and indicated the need to review the County’s communications strategies and their effectiveness.

Council has previously reviewed the International Association for Public Participation (IAP2) spectrum diagram and as well discussed the County and Council’s various ways in which it engages the public currently. The IAP2 spectrum provides a brief overview of engagement levels and the resulting public participation goals, promises to the public and an example of engagement tools associated with each level. Attached for Council’s discussion is another example of an engagement spectrum (Capital Regional District in BC) which adds the element of the responsibilities of the public or participants. Administration intends to develop a Public Participation strategy and policy reflective of similar philosophies.

Administration has also included below a diagram which Council has seen previously, indicating the County’s existing public engagement practices and where they fall on the IAP2 spectrum.

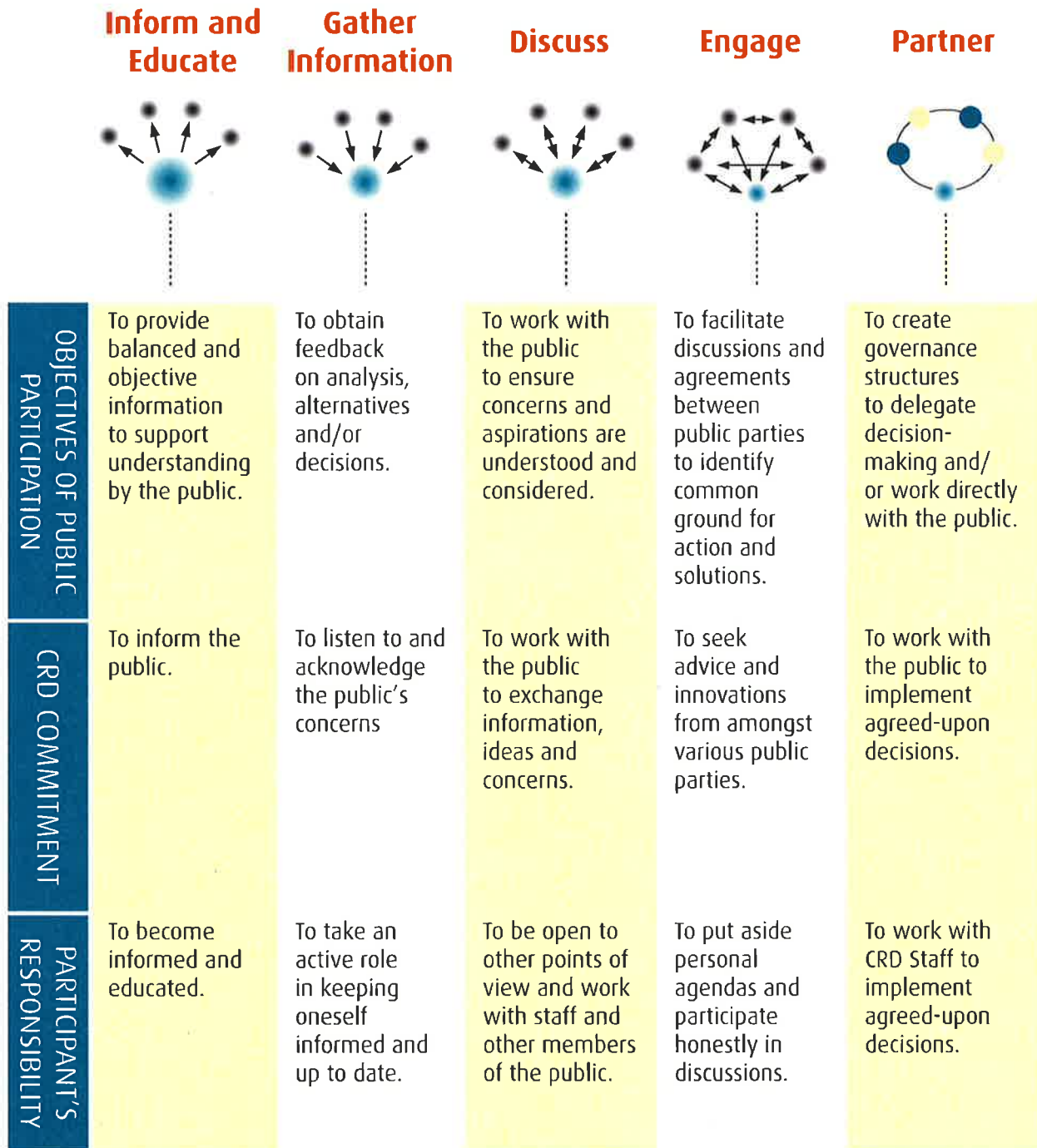
<b>INFORM</b>	<b>CONSULT</b>	<b>INVOLVE</b>	<b>COLLABORATE</b>	<b>EMPOWER</b>
Regular Council meetings	Council committees (i.e. MPC)	Council committees (i.e. Rec/FCSS)	Council committees (i.e. Library)	Council committees (i.e. ASB)
Advertising (i.e. permits, tax deadlines)	Public hearings	Strategic planning (i.e. meetings with groups, public feedback requested)		
Newsletter	Open house meetings (i.e. budget, new building)			
Website/ Social Media				

As Council continues to evolve and enhance its communications and community engagement program, Staff wishes to discuss with Council its expectations and desired outcomes with respect to communication and community engagement.



# CAPITAL REGIONAL DISTRICT | PUBLIC PARTICIPATION

## CRD Public Participation Spectrum



Source: Auditor General of British Columbia 2009 (CRD modified version)  
Report 11: Public Participation: Principles and Best Practices for British Columbia



## AGENDA & PRIORITIES COUNCIL COMMITTEE

### AGENDA ITEM

<b>PROJECT:</b> Modernized Municipal Government Act – <i>Continuing the Conversation</i> Discussion Guide		
<b>PRESENTATION DATE:</b> January 16, 2017		
<b>DEPARTMENT:</b> Municipal	<b>WRITTEN BY:</b> Christine Heggart	<b>REVIEWED BY:</b> Ron Leaf
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Bill 21) <input type="checkbox"/> County Bylaw/Policy (cite) Bylaw: _____ Policy: _____		
<b>STRATEGIC PLAN THEME:</b> Well Governed and Leading Organization	<b>PRIORITY AREA:</b> Advocacy	<b>STRATEGIES:</b> 2.5 Advocate in the best interest of community and region.
<b>ATTACHMENT(S):</b> <i>AAMDC Briefing: House Amendments to Bill 21; Continuing the Conversation – Further Topics for Discussion on the Municipal Government Act; <a href="#">Survey link</a></i>		
<b>RECOMMENDATION:</b> <b>That Council reviews and directs staff in terms of responses to the <i>Continuing the Conversation</i> discussion guide.</b>		

#### BACKGROUND:

On December 6, 2016, Bill 21, the Modernized Municipal Government Act (MMGA) passed in the Legislature – a major milestone in the Province’s MGA review. At the time of preparation of this agenda item, the updated copy of the MMGA is not yet available.

Shortly before Bill 21 passing, Municipal Affairs released a discussion paper titled *Continuing the Conversation – Further Topics for Discussion on the Municipal Government Act* and is seeking feedback related to emerging issues surrounding the MMGA. The discussion paper includes additional “modernizations” that could potentially be made to the new MMGA and includes new policy ideas that came out of the summer consultation tour.

The emergent issues the Province is seeking feedback on are:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Collaboration with Indigenous Communities</li> <li>• Enforcement of Ministerial Orders</li> <li>• Parental Leave for Municipal Councillors</li> <li>• Environmental Stewardship</li> <li>• Notification of Amalgamations and Annexations</li> </ul> | <ul style="list-style-type: none"> <li>• Municipal Collaboration with School Boards</li> <li>• Off-site Levies on Provincial Infrastructure and between Municipalities</li> <li>• Annexations of Conservation Reserves</li> <li>• Compliance with the Linked Tax Rate Ratio</li> <li>• Taxation of Intensive Agriculture Operations</li> </ul> |
|--|--|

- Access to Assessment Information
- Assessment Notices
- Clarity Around Tax Notices
- Correction to Assessments Under Complaint

The *Continuing the Conversation* discussion guide is available until January 31, 2017 and comments may be submitted through an online questionnaire. The AAMDC has requested that municipalities copy them on the survey responses by January 13, 2017, to ensure the AAMDC provides an accurate representation of members' view on these important issues.

Administration requests Council's input into completion of the survey on behalf of Council collectively.

# Continuing the Conversation

November 2016

FURTHER TOPICS FOR  
DISCUSSION ON THE  
MUNICIPAL  
GOVERNMENT ACT

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**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**INTRODUCTION**

The *Municipal Government Act (MGA)* is the guide to how municipalities operate, and is one of the most significant and far-reaching statutes in Alberta. The *MGA* affects every Albertan, the private sector, and every ministry in the Government of Alberta in one form or another.

On May 31, 2016, the Government of Alberta introduced Bill 21, the *Modernized Municipal Government Act (MMGA)*, to the Legislative Assembly. Following introduction, Municipal Affairs went on the road to talk to Albertans and gather their thoughts on the proposed changes to the *MGA*. In total, 2402 people attended the 21 public sessions held across Alberta, 2376 questionnaires were submitted to the ministry, and 122 letters commenting on the draft legislation were sent to Municipal Affairs. The feedback we received over the summer informed the changes to the *MMGA* being introduced during the fall 2016 session of the Legislature.

The discussions throughout the summer gathered their own momentum and led to thoughtful feedback, questions, and written submissions on other modernizations that could potentially be made beyond the items contemplated in the *MMGA*. This paper is an opportunity to continue the conversation with Albertans about building an even stronger framework for our municipalities, and to raise some technical or clarifying changes that may be necessary to improve the act's effectiveness.

On the following pages you will find:

- discussion and description of emerging topics and how the act could be amended to address them; and
- a listing of proposed general technical amendments.

This discussion guide will be available for Albertans' feedback until January 31, 2017. Comments may be submitted through an online questionnaire on the *MGA* review website (<http://mgareview.alberta.ca>).

Feedback on this discussion paper will be used to inform potential amendments to the *MGA* for Spring 2017.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**  
November 2016

**TOPICS FOR DISCUSSION—HOW ARE MUNICIPALITIES EMPOWERED TO GOVERN?**

**COLLABORATION WITH INDIGENOUS COMMUNITIES**

**BACKGROUND:**

The *MMGA* proposed the concept of intermunicipal collaboration frameworks (ICFs). These frameworks are intended to ensure ongoing collaboration between municipalities, including coordinated land use planning, regional service delivery and cost sharing. In addition, the *MMGA* also proposed the requirement for municipalities to offer orientation training for municipal councillors.

The *MGA* does not apply to First Nations lands (federal legislation applies), and the planning and development components of the *MGA* do not apply to Metis Settlements; however, Indigenous groups intersect with municipalities through regular interactions for a variety of reasons, such as utility service delivery.

**CONTEXT OF TOPIC:**

The Province is committed to implementing the principles of the United Nations Declaration on the Rights of Indigenous Peoples, and, as such, it is important to encourage the province’s municipalities to continue to take meaningful and reasonable steps to understand and engage with neighbouring Indigenous communities and citizens in a respectful and culturally appropriate manner, particularly with respect to land use planning and service delivery. Taking these steps also responds to First Nation and Metis concerns with respect to the degree of Indigenous involvement in the municipal land use planning process

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Agreements with Indigenous Communities</b>	The <i>MGA</i> is currently silent on the relationship between municipalities and Indigenous communities.	Add a provision to the proposals in the <i>MMGA</i> to clarify that a municipality may invite Indigenous communities to participate in an ICF or any sub-agreement that is part of an ICF.
<b>Orientation Training for Municipal Councillors</b>	The <i>MMGA</i> (s. 201.1(2)) indicates what topics would have to be included in the proposed mandatory offering of orientation training for councillors, such as, the role of municipalities, roles and responsibilities of council and councillors, public participation, etc.	Add Indigenous Awareness Training to the list of topics councillors would be offered as part of their orientation training.
<b>Statutory Plan Preparation</b>	The <i>MGA</i> (s.636) deals with notifications with respect to statutory plans and the provision of opportunities for providing representations and suggestions regarding those plans during the development of the plans.  The <i>MGA</i> currently exempts Metis Settlements from the Planning and Development portion of the Act (Part 17).	Require municipalities to implement policies with respect to how they will keep neighbouring Indigenous communities informed during the development of statutory plans and require municipalities to inform Indigenous communities that share a common boundary with two-week’s notice of a public hearing for statutory plans including notice information (i.e. statement of purpose, date, time, and address of the meeting).

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**ENFORCEMENT OF MINISTERIAL ORDERS**

**BACKGROUND:**

Currently, the Minister of Municipal Affairs may issue directives to ensure accountable and responsive local government under very specific circumstances. Directives may currently only be issued flowing from an inspection of a municipality where the inspection finds that the municipality has been governed or managed in an irregular, improvident or improper manner. In rare and extreme cases, where Directives resulting from a municipal inspection are not carried out to the Minister’s satisfaction, the Minister may take actions such as removing councillors or Chief Administrative Officers (CAOs).

**CONTEXT OF TOPIC:**

Currently, the *MGA* does not give the courts direction on how to consider Ministerial orders and directives. This has created challenges in enforcing Ministerial orders and directives intended to address local governance concerns. Throughout the *MGA* Review process, Albertans and many municipal officials have expressed that it is important for there to be processes in place that hold councils accountable for their actions and promote a high standard of local governance.

Proposed changes would not allow the Minister to act arbitrarily, but would ensure proper authority exists to address significant concerns, and to provide more tools to ensure municipal compliance with Ministerial Orders.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>General Minister Powers</b>	<p>Currently the Minister lacks adequate authority to enforce Ministerial orders that implement:</p> <ul style="list-style-type: none"> <li>• decisions of an official administrator; or</li> <li>• decisions that settle intermunicipal disagreements.</li> </ul>	<p>Allow the Minister the same authority currently available with respect to the inspection process for situations where, in the Minister’s opinion, a municipality has not complied with direction provided by an Official Administrator or by the Minister in respect of an intermunicipal disagreement.</p> <p>With this authority, the Minister could:</p> <ul style="list-style-type: none"> <li>• suspend the authority of a council to make resolutions or bylaws in respect of any matter specified in the order;</li> <li>• exercise resolution or bylaw-making authority in respect of all or any of the matters for which resolution or bylaw-making authority is suspended under the above measure;</li> <li>• remove a suspension of resolution or bylaw-making authority, with or without conditions; and,</li> <li>• withhold money otherwise payable by the Government to the municipality pending compliance with an order of the Minister.</li> </ul>
<b>Judicial Review</b>	<p>Individuals have the constitutional right to apply for judicial review of Ministerial decisions.</p>	<p>Require 10-day notice be given to the Minister prior to applying for injunctive relief against a decision of the Minister.</p> <p>The Ministerial Order would remain in effect during an appeal of the Minister’s decision.</p>



**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**PARENTAL LEAVE FOR MUNICIPAL COUNCILLORS**

**BACKGROUND:**

Currently, municipal councils can pass a resolution excusing a councillor from council meetings for a period exceeding 8 consecutive weeks, but there is no specific reference to parental leave in the *MGA*.

**CONTEXT OF TOPIC:**

Throughout the summer of 2016, various stakeholders expressed an interest in opening the discussion around parental leave for municipal councillors by specifically allowing municipalities to create policies on parental leave. Under the approach being explored, if a municipality chose not to allow for parental leave, the existing leave provisions in the *MGA* (up to 8 weeks) would still apply. The contents of a parental leave policy would be established by each municipality based on the needs of that municipality; however, if the policy allowed for extended parental leave, it would also be required to address how the constituents in that councillor’s ward would be represented during the councillor’s leave.

Providing for this kind of change would give municipalities the opportunity to take steps to make political life more family-friendly and accessible for women seeking office.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Parental Leave Policy</b>	The <i>MGA</i> is silent on this matter.	Enable councils, by bylaw, to create a policy respecting parental leave. The contents of the policy will be determined by each municipality in accordance with the needs of that municipality. If the municipality allows for parental leave, it must also then address how the constituents will be represented during the councillor’s absence.
<b>Reasons for Disqualification of Councillors</b>	The <i>MGA</i> (s.174) sets out the disqualification provisions for municipal councillors, such as being ineligible for nomination, being absent from regular council meetings for 8 consecutive weeks, the councillor becoming an employee of the municipality, etc.	Specifically state that a councillor is not disqualified by being absent from regular council meetings under subsection (1)(d) if the absence meets the criteria set out in a parental leave policy bylaw.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**ENVIRONMENTAL STEWARDSHIP**

**BACKGROUND:**

Traditionally, municipal purposes have been defined as providing good governance; providing services, facilities and other things necessary or desirable for the municipality; and developing and maintaining safe and viable communities.

**CONTEXT OF TOPIC:**

During the summer 2016 discussions, some stakeholders expressed concern that municipalities lack explicit authority to incorporate environmental stewardship considerations in their operational and land-use decision making processes.

Explicitly including environmental stewardship as a municipal purpose would give municipalities authority to cite environmental consideration in a range of operational and growth decisions. It would also allow municipalities to fully embrace a leadership role in environmental stewardship and more actively participate in moving toward the goals in Alberta’s Climate Leadership Plan.

Municipalities would not be permitted to take responsibility for areas covered under provincial legislation, such as the *Water Act* or the *Environmental Protection and Enhancement Act*, nor would they be authorized to take land for environmental stewardship considerations without compensation. The reserve land provisions in Part 17 of the *MGA*, including the proposed new conservation reserve provisions, would continue to apply.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Environmental Stewardship as a Municipal Purpose</b>	<p>The <i>MGA</i> identifies the following municipal purposes:</p> <ul style="list-style-type: none"> <li>• to provide good government;</li> <li>• to provide services, and</li> <li>• to develop and maintain safe and viable communities.</li> </ul> <p>The <i>MMGA</i> proposes also including the following as a municipal purpose:</p> <ul style="list-style-type: none"> <li>• to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.</li> </ul>	<p>Include consideration of the stewardship of the environment as a municipal purpose.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**NOTIFICATION OF AMALGAMATIONS AND ANNEXATIONS**

**BACKGROUND:**

Some local authorities, such as school boards, have expressed concern that they are not always notified of proposed annexations or amalgamations, which can affect the jurisdiction in which students go to school.

**CONTEXT OF TOPIC:**

Currently, by definition, a “local authority” includes municipalities, regional health authorities, regional services commissions, and school boards. Any change would ensure that all local authorities in the area are notified of a proposed annexation or amalgamation.

The *MMGA* has removed the Deputy Minister of Municipal Affairs as the Administrator of the Municipal Government Board, and replaced that position with a Chair of the Board. As a result, whereas the previous notification provision would result in the Ministry being notified via the Deputy Minister, this will no longer be the case. A separate provision is needed to maintain the notification to the Ministry.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Amalgamations: Initiation by a Municipal Authority</b>	The <i>MGA</i> (s.103 (1)) indicates who a municipal authority must notify when initiating an amalgamation.	Require that a municipality initiating an amalgamation must notify all local authorities that operate or provide services in the affected municipalities, and include proposals for consultation with local authorities in the requirement for notice.
<b>Initiation of Annexation</b>	The <i>MGA</i> (s.116) indicates who a municipal authority must notify of a proposed annexation.	Require that a municipality initiating an annexation must notify the Minister of Municipal Affairs and all local authorities that operate or provide services in one or both of the affected municipalities be notified.

**TOPICS FOR DISCUSSION—HOW DO MUNICIPALITIES WORK TOGETHER AND PLAN FOR GROWTH?**

**MUNICIPAL COLLABORATION WITH SCHOOL BOARDS**

**BACKGROUND:**

As part of the subdivision application approval process, a municipality may require a portion of the land in a subdivision to be dedicated for a public benefit such as a park or school. Such lands are called reserve land. A municipality may require up to 10 per cent of the lands from a subdivision area to be dedicated as municipal reserve (MR), school reserve (SR), or municipal and school reserve (MSR) lands.

Joint Use Agreements (JUAs) between schools and municipalities have been in existence since the late 1950s, and outline how MR, MSR and SR lands will be allocated between the municipality and each school board within its boundary. In the absence of a JUA, the needs of municipality and the school board(s) are determined at subdivision. Many municipalities within the province have developed JUAs with local school boards to provide clarity on the use, development, and disposal of school facilities and land.

**CONTEXT OF TOPIC:**

During the *MGA Review's* 2016 summer engagements, municipalities and school boards expressed frustration with the reserve land assembly process. Both advocated for a new approach when acquiring land for sites that exceed the amount of reserve land available through the subdivision process. In addition, many municipalities and school boards advocated for legislative amendments to mandate the establishment of Joint Use Agreements as a normal course of business.

**Benefiting Area Contribution**

The assembly of land for larger parks and school sites can be difficult under the current reserve land process. A solution that has been discussed over the course of the *MGA Review* is allowing reserve land contributions through a benefiting area contribution structure. This structure could be used to support land dedication and development of parks and school sites, and would allow the impact on developers in the area to be distributed more evenly.

This structure would give municipalities the ability to define a geographical area in a developing area that will benefit from larger assembly of land sites, such as the catchment area for children attending a high school. This benefiting area will typically have more than one developer involved in developing the land. Once the benefiting area is defined, municipalities would identify which developers' subdivision will contain the reserve land site. The municipality would then be enabled to collect up to half of the other developers' maximum 10% contribution in funds rather than in lands, and the resulting funds could be used to compensate the developer where the site is located (for the additional land required for the site above and beyond the normal 10% dedication).

The benefiting area contribution structure would be different from the existing money-in-place of MR, SR and MSR structure as it would include the costs required for the assembly and servicing of the reserve sites, thereby promoting an equitable distribution of costs required to assemble and service the sites.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**Joint Use Agreements**

The MGA provides the flexibility for municipalities to enter into JUAs with school boards, but they are not mandatory. Stakeholders expressed during the summer engagement that there is a need for a more efficient and effective use and development of school facilities and sites to better address the goals of integrated planning, more livable communities, and more efficient and cost effective funding.

Making JUAs mandatory would support collaboration between school boards and municipalities, and ensure municipal reserves are used efficiently and effectively. This change would lead to coordinated decision-making in the use, development, and disposal of school facilities and sites.

POTENTIAL AMENDMENT FOR DISCUSSION:

Topic	Current	Proposed Changes
<b>Benefitting Area Contribution</b>	The MGA authorizes the taking of reserve land by a subdivision authority (e.g. provision of land, provision of money in lieu of land, etc.), as well as restrictions on that authority (e.g. percentage of lands taken and percentage of money required to be paid). The MMGA proposes maintaining that same structure for Conservation Reserve.	Provide municipalities with increased flexibility to use a 'benefitting area contribution structure' that would support land dedication and development parameters with respect to assembly of parks and school sites.
<b>Mandatory Joint Use Agreements</b>	The MGA (s.670) enables Joint Use Agreements as a voluntary agreement to address the allocation of municipal and school reserves.	<p>Require municipalities to enter into JUAs with school boards within their municipal boundaries and to collaborate with respect to addressing the effective and efficient use of municipal and school reserve lots. The contents of a JUA would include:</p> <ul style="list-style-type: none"> <li>• the process for acquiring and disposing of land and associated servicing standards for the schools;</li> <li>• a process for enabling and developing long term and integrated planning for school sites/facilities;</li> <li>• a process for determining access agreements for facilities and playing fields, including matters related to any maintenance, liabilities and fees;</li> <li>• a dispute resolution mechanism agreed to by both the municipality and the school boards;</li> <li>• a process for determining ancillary reserve use to complement or enhance the primary school uses for reserve land outlined in the MGA and that have a public benefit;</li> <li>• a time frame and mechanism for regular review of the joint use agreement.</li> </ul> <p>Consequential amendments may be required to the <i>School Act</i> and the <i>Education Act</i>.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**OFF-SITE LEVIES**

**BACKGROUND:**

Municipalities can collect off-site levies from new developments within their boundaries to pay for servicing upgrades related to water, sanitary sewage, storm sewer drainage, and municipal roads. Through the *MMGA*, it is proposed to expand this levy to include fire halls, police stations, libraries, and community recreation facilities.

**CONTEXT OF AMENDMENTS:**

During the summer, stakeholders brought forward additional issues related to off-site levies.

**Provincial Transportation Systems**

A levy system could be implemented to fund provincial highway improvements that service a new development upon its completion (for example, highway overpasses and interchanges); this would support the creation of more comprehensively planned communities. Approval by the Minister of Transportation would be required to ensure the levy costs align with Alberta Transportation's projected costs for the construction of the infrastructure. Alberta Transportation would also have an opportunity to review and comment on any proposed new development and its impacts on Provincial highway infrastructure when statutory plans are created.

**Inter-municipal Off-site Levies**

Stakeholders indicated that, in some instances, off-site infrastructure or the benefit of additional off-site infrastructure may extend into developments in another municipality. It was proposed that municipalities should have the ability to levy for off-site infrastructure across municipal borders. This is consistent with the strong intermunicipal collaboration focus of the *MMGA*, enabling intermunicipal off-site levies would be an additional tool to increase regional collaboration.

In this model, when new or expanded off-site infrastructure is located in one municipality, but the benefitting area extends to one or more other municipalities, off-site levies could be charged to developments in either municipality benefiting from the infrastructure.

**Validating Existing Off-site Levy Bylaws**

Some municipalities have existing bylaws and agreements in place, and the proposed new off-site levy provisions may create legal challenges for some of these off-site levy bylaws or agreements. Validating existing off-site levy bylaws and agreements would ensure off-site levy bylaws and development agreements created before a specific date would remain valid until such time as the agreement expires or the bylaw is amended.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**Education**

In some situations, off-site levies may be applied to school developments. School Boards have requested that they be exempted from the application of off-site levies for school site projects given that new schools provide a public benefit within communities. It is proposed that school boards be exempt from paying off-site levies on developments related to school board purposes.

POTENTIAL AMENDMENT DISCUSSION:

Topics	Current Status	Proposed Changes
<b>Provincial Transportation Systems</b>	The <i>MGA</i> (s.648) authorizes councils, by bylaw, to impose levies on land that is to be developed or sub-divided and sets out parameters for the imposition and collection of levies. The legislation does not currently allow for levies related to provincial infrastructure upgrades.	Enable off-site levies, by bylaw, to be charged for provincial transportation projects that serve the new or expanded developments.  Require approval of the Minister of Transportation before this type of levy can be collected.  Consequential amendment to the <i>Public Highways Development Act</i> may be required to authorize the Minister of Transportation to approve municipal off-site levy bylaws pertaining to provincial highway off-site levies.
<b>Intermunicipal Off-Site Levies</b>	The legislation does not currently allow for intermunicipal off-site levies.	Enable municipalities to collaborate with one another on the sharing of intermunicipal off-site levies, including the expanded uses (libraries, police stations, fire halls, community recreation facilities).
<b>Validating Existing Off-Site Levy Bylaws</b>	This item is not currently addressed in the legislation.	Specifically, state that any off-site levy fee or charge made by bylaw or agreement before November 1, 2016 is deemed to be valid.
<b>Education</b>	This item is not currently addressed in the legislation.	Exempt school boards from paying off-site levies on non-reserve lands that are developed for school board purposes.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**CONSERVATION RESERVE**

**BACKGROUND:**

As part of the subdivision application approval process, a municipality may require a portion of the land to be dedicated for a public benefit such as a park or school. Such lands are called reserve land. The *MGA* requires municipalities to follow a public process when removing the reserve designation from most municipal, community services, and school reserve lands. Lands designated as environmental reserve cannot have the reserve designation removed, but the use of this land can be altered through a council bylaw process.

Under the *MMGA* a new type of reserve land designation, conservation reserve, was proposed. Under this model conservation reserve would be collected during the subdivision application process and used to protect environmentally significant areas. The conservation reserve land assembly process would ensure owners of land taken as conservation reserve are appropriately compensated. Should land be dedicated as conservation reserve, the dedication could not be removed.

**CONTEXT OF TOPIC:**

During the summer, stakeholders indicated that further clarity is required with respect to how conservation reserves should be identified, transferred between municipalities, and protected.

Stakeholders are seeking clarity and predictability within the land designation process and in order for municipalities and landowners to make more informed land-use planning decisions. Stakeholders were also interested in whether the conservation reserve land designation could be removed on lands that have lost their conservation significance (e.g. flood, fire).

The specific changes proposed include:

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Transfer of conservation reserve</b>	The <i>MGA</i> (s.127) identifies what an order to annex lands may require.	Require the municipality receiving the annexed land to pay compensation to the other municipality for any conservation reserve lands within the annexed area in the amount that the municipality originally paid for the land.



**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

Topic	Current Status	Proposed Changes
<b>Transfer of conservation reserve</b>	<p>The <i>MGA</i> ensures that during formations, annexations, amalgamations, and dissolutions ownership of any land, or portion of land, designated as a public utility lot, environmental reserve, municipal and school reserve, transfers to the new municipal authority (s.135(1)(c), (2) and (2.1)).</p> <p>The <i>MGA</i> also indicates that if reserve lands are sold or money instead of land is received by the old municipality after notification of annexation or amalgamation, the proceeds of the sale or money received must be paid to the new municipal authority by the old municipal authority.</p>	Specifically state that the proposed new Conservation Reserve designation is treated the same as these other categories of land and that the designation would remain on that land until such time as it is changed through any required processes.
<b>Identification of conservation reserve</b>	The <i>MGA</i> outlines what a Municipal Development Plan must and may contain (s.632(3))	Clarify that in addition to other types of reserve land that must be included in an MDP, a municipality may include policies addressing the proposed new conservation reserve designation, including types and locations of environmentally significant areas and the environmental purpose of conservation.
<b>Identification of conservation reserve</b>	The <i>MGA</i> indicates that an Area Structure Plan may contain any other matters a council considers necessary (s.633(2)(b)).	Specifically state that municipalities may develop policies addressing reserve lands within their area structure plans. This would include identifying types and locations of environmentally significant areas and the environmental value of conservation.
<b>Exempting conservation reserve lands from paying municipal property taxes.</b>	The <i>MGA</i> exempts environmental reserves, municipal reserves, school reserves, municipal and school reserves and other undeveloped property reserved for public utilities from paying municipal property taxes (s.361.c).	Exempt land designated as conservation reserve under the proposed new provisions from paying municipal property taxes.
<b>Disposal of conservation reserve</b>	The proposals in the <i>MMGA</i> do not address removal of the conservation reserve designation or sale of conservation reserve lands.	<p>Allow municipalities to dispose of land designated as the proposed new conservation reserve when a substantive change outside of municipal control occurs to the feature being conserved, while ensuring the public process used to dispose of municipal reserve and school reserves is followed with the disposal of conservation reserve lands</p> <p>Specifically state that any proceeds from the disposal of conservation reserve would have to be used for conservation purposes.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**  
November 2016

**TOPICS FOR DISCUSSION—HOW ARE MUNICIPALITIES FUNDED?**

**COMPLIANCE WITH THE LINKED TAX RATE RATIO**

**BACKGROUND:**

Municipalities currently have the ability to distribute property taxes between non-residential and residential property owners however they wish. In some municipalities, this has led to non-residential tax rates increasing much faster than residential tax rates. In some cases, non-residential property tax rates are more than 10 times higher than the residential property tax rates. The *MMGA* proposed a maximum ratio of 5:1 between the highest non-residential property tax rate and the lowest residential property tax rate. Under this proposal, municipalities that had higher tax rate ratios would be able to maintain their ratio from year to year, but would not be permitted to increase it.

**CONTEXT OF TOPIC:**

Feedback from stakeholders over the summer indicated that further consultation was required to determine whether municipalities currently outside of the proposed 5:1 ratio should be required to come into compliance with the maximum ratio within an established timeframe rather than have their ratios maintained at current levels.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Compliance Timeframe</b>	No required compliance date has been proposed for municipalities outside of the proposed ratio.	<p>Add a provision requiring municipalities to comply with the proposed maximum tax rate ratio.</p> <p>Allow the Minister to set a schedule with progressively lower maximum tax ratios that municipalities exceeding the 5:1 ratio would have to meet in the intervening years. The Minister would have authority to set timeframes by which municipalities or groupings of municipalities would have to reach the 5:1 ratio, based upon how much their local ratio diverges from the legislated 5:1 ratio. Municipalities would always set their own tax rates, but within the ratios set out in the regulation.</p> <p>Add a provision giving the Minister authority to exempt a municipality from any aspect of the proposed compliance schedule if and when they consider it appropriate.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**  
November 2016

**TAXATION OF INTENSIVE AGRICULTURAL OPERATIONS**

**BACKGROUND:**

Intensive agricultural operations are large-scale farming operations that take place on a relatively small land area, often with extensive use of farm buildings and improvements such as structures, fencing, and lighting. Farm buildings and improvements are currently exempt from property taxation in rural municipalities and, due to changes proposed through the *MMGA*, may soon be exempt from property taxation in all municipalities. The result could be that intensive agricultural operations, which have large investments in farm buildings and improvements, may pay about the same amount of property tax as non-intensive farms of similar land area.

**CONTEXT OF TOPIC:**

Intensive agricultural operations generally move large volumes of animals or agricultural products which can cause significant wear and tear on municipal infrastructure such as roads and bridges. This can result in high maintenance costs for municipalities. Throughout the *MGA* Review there has been consistent conversation about how to ensure that these operations contribute funds to their municipalities commensurate with their impact on municipal infrastructure and services.

Should such a change be included in the *MGA*, discussion with stakeholders would be required to get input and perspective on regulatory requirements.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Levy on Intensive Agriculture</b>	There are no specific provisions for intensive agriculture operations	<p>Explicitly authorize municipalities to pass a bylaw imposing a levy on intensive agricultural operations.</p> <p>Also authorize the creation of regulations respecting the intensive agricultural operations levy including:</p> <ul style="list-style-type: none"> <li>• the definition of intensive agricultural operations;</li> <li>• the calculation of the levy;</li> <li>• the purposes for which funds collected through the levy may be used; and,</li> <li>• any other matter necessary or advisable to carry out the intent and purpose of the levy.</li> </ul>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**ACCESS TO ASSESSMENT INFORMATION**

**BACKGROUND:**

The *MMGA* proposed consolidating several industrial property types (major plants; facilities regulated by the Alberta Energy Regulator, Alberta Utilities Commission and National Energy Board; railway properties; and linear property) under a new classification of Designated Industrial Property (DIP) which will all be assessed centrally by the Province.

**CONTEXT OF TOPIC:**

Property owners and municipalities both have a stake in ensuring that assessments prepared for these properties are accurate, which is why both parties would have the ability to file complaints about assessments prepared by the province. Property owners would have a legislated right to request information sufficient to show how the assessor prepared their assessment, but as the proposed legislation is currently drafted, municipalities would not have a similar right.

Some of the information that would be used to prepare DIP assessments is considered confidential by industrial property owners. This information may be necessary for a municipality to understand how the assessment was prepared, but it should not be shared or used for purposes outside of this process.

Any amendments to the proposals in the *MMGA* would provide municipalities with the right to access the information used to prepare an assessment of DIP property within their jurisdiction in order to understand how the assessment was prepared, but would also protect confidential information about the industrial property in question.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Access to DIP Assessment Information</b>	The <i>MMGA</i> as written would not allow municipalities access to information regarding how a DIP assessment was prepared.	<p>Include provisions in the proposed new legislation to allow a municipality to request information regarding assessments of designated industrial property in their jurisdiction. The provincial assessor would have to comply with this request except while there is an active complaint from the municipality on the property.</p> <p>Under this proposal, municipalities requesting information on provincially prepared assessments could be required to sign a standardized confidentiality agreement to ensure that information provided by property owners is only used to determine if the property is assessable, if the assessment is prepared correctly, if a complaint is warranted; and to prepare a case.</p>
<b>Providing the Information to Municipalities</b>	The <i>MGA</i> is silent on this matter.	Specifically state that information provided to the province by property owners under sections 294 and 295 could be provided to municipalities upon request, subject to confidentiality requirements.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**ASSESSMENT NOTICES**

**BACKGROUND:**

It is not sufficiently clear when assessment complaint periods begin and end due to ambiguity regarding when documents are understood to be sent and received.

**CONTEXT OF TOPIC:**

Stakeholders expressed that it is important to remove ambiguity about the complaint period for assessment notices.

**POTENTIAL AMENDMENTS FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<p><b>Notice of Assessment Date</b></p>	<p>Assessment notices must include the deadline for filing a complaint about the assessment, which must be 60 days from the date the assessment notice is sent.</p>	<p>Requires municipalities and, in the case of the proposed <i>MMGA</i> provisions, the provincial assessor to set a “notice of assessment date” which would be required to be between January 1 and July 1. The notice of assessment date would be included on assessment notices, and assessment notices would be sent prior to the notice of assessment date.</p> <p>Enable municipalities and the proposed provincial assessor to establish additional notice of assessment dates for amended and supplementary assessment notices, which could occur at any time throughout the year.</p> <p>The deadline for filing a complaint about an assessment would be 60 days from the notice of assessment date.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**CLARITY REGARDING TAX EXEMPTIONS**

**BACKGROUND:**

Any Crown interest in property is exempt from taxation under the *MGA*. This includes Provincial agencies as defined under the *Financial Administration Act*.

**CONTEXT OF TOPIC:**

While any Crown interest is exempt from taxation, the government recognizes that it is fair and appropriate to compensate municipalities for the services the municipality provides to these properties (such as water, sewer, and fire protection).

The provincial government has the discretion to pay municipalities a grant up to the amount the municipality would collect in property taxes if a Crown property were not exempt from taxation. In other cases, where the government leases property, the lease agreement often means that the property owner pays property taxes on behalf of the government. Given the wide range of leasing and accommodations arrangements by provincial government entities, greater clarity is being sought by stakeholders regarding the responsibility of Crown agencies to pay property taxes.

The definition of “Provincial agencies” in the *Financial Administration Act* specifically excludes Alberta Health Services and housing management bodies established under the *Alberta Housing Act*. The *Municipal Government Act* (section 362) also specifically exempts schools, colleges and universities from property taxes. Any proposed amendment would not affect the tax status of Alberta Health Services properties, social housing, schools or universities.

**POTENTIAL AMENDMENT FOR DISCUSSION:**

Topic	Current	Proposed Changes
<b>Taxation of Provincial Agencies</b>	Under the <i>MGA</i> , any property interest held by a Provincial agency is exempt from taxation.	Specifically state that properties owned, leased and held by provincial agencies (as defined in the <i>Financial Administration Act</i> ) are taxable for the purposes of property taxation. This would not include Alberta Health Services, housing management bodies established under the <i>Alberta Housing Act</i> , schools, colleges and universities.

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**CORRECTIONS TO ASSESSMENTS UNDER COMPLAINT**

**BACKGROUND:**

The *MGA* (as amended by the *MMGA*) would allow an assessor to revise an assessment, even if the assessment is under complaint; however, the current framework for assessment complaints does not include a suitable process for the assessor to revise assessments that are under complaint.

**CONTEXT OF TOPIC:**

Until recently, assessors’ authority to revise assessments was limited to correcting minor technical errors. A recent ruling from the Supreme Court of Canada has re-interpreted the *MGA* to expand assessors’ authority to revise assessments, including the ability to increase assessments. The combination of expanding the type of revisions that an assessor can make and allowing assessors to revise assessments that are under complaint has implications for the assessment complaint framework.

The proposed amendments are intended to provide a suitable process whereby the assessor can revise assessments during the complaint process, but fully maintain the property owner’s rights to review their assessment and file a complaint.

**POTENTIAL AMENDMENT FOR DISCUSSION:**

Topic	Current Status	Proposed Changes
<b>Changes to Assessments under complaint</b>	Under the <i>MGA</i> as amended by the <i>MMGA</i> , assessors would be permitted to revise an assessment even after a complaint has been filed on the assessment.	<p>Establish the following process for revising an assessment that is under complaint:</p> <ul style="list-style-type: none"> <li>• Require an amended assessment notice, along with written reasons for the changes to the assessment, to be sent to                             <ul style="list-style-type: none"> <li>○ the assessed person;</li> <li>○ the municipality (if the property is Designated Industrial Property);</li> <li>○ the complainant (if it is not the assessed person); and</li> <li>○ the assessment review board or Municipal Government Board (depending on the property type).</li> </ul> </li> <li>• Require the assessment review board or Municipal Government Board to cancel the complaint, notify the property owner of the cancellation, and refund the complaint fee.</li> </ul> <p>An amended assessment notice is not required if an assessment is revised as a result of a complaint being withdrawn by agreement between the complainant and the assessor, except in the case of the proposed new Designated Industrial Property class.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

Topic	Current Status	Proposed Changes
		<p>An assessed person or a municipality would be able to file a complaint about the amended assessment notice within 60 days of the assessment notice date.</p> <p>Do not permit an assessor to revise an assessment after an assessment review board or the Municipal Government Board has rendered a decision on a complaint regarding the assessment.</p>



**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**GENERAL TECHNICAL AMENDMENTS**

**GENERAL TECHNICAL AMENDMENTS—GOVERNANCE**

Current	Proposed	Rationale
<p><b>Other Requirements for a Petition</b> <b>s.224 (MGA)</b> This section indicates that a witness to a petition signature must take an affidavit indicating the signatory to a petition is eligible to sign.</p>	<p>Clarify that the inclusion of witness affidavits is required upon submission of a petition.</p>	<p>The absence of affidavits makes it difficult to determine the validity of signatures, and therefore the overall sufficiency of a petition. The inclusion of an explicit provision requiring affidavit submission will assist in either compelling their submission or finding the petition to be insufficient.</p>
<p><b>Contents of an Operating Budget</b> <b>s.243(1)</b> This indicates that a municipal operating budget must include the estimated amount of specific expenditures and transfers.</p>	<p>Add a requirement to include the estimated amount of expenditures and transfers needed to meet the municipality’s obligations for services funded under a proposed Intermunicipal Collaboration Framework (ICF) or a revenue sharing agreement.</p>	<p>This amendment would ensure that funding obligations under proposed ICFs would be addressed, and will also continue the provisions in a soon-to-expire regulation governing the sharing of revenue from Improvement District 349 in the Bonnyville-Cold Lake region (ID 349 Revenue Sharing Regulation).</p>
<p><b>Advertisement Bylaw</b> <b>s.606(2)(c) (MGAA, 2015)</b> This section authorizes a municipality to advertise <b>only</b> on its website and without the requirement of a bylaw.</p>	<p>Repeal subsection (2)(c), repeal the reference to it in s.606.1(4) and repeal the additional notice requirement in s.606(6)(e) that relates only to notification given on a website under subsection (2)(c).</p>	<p>Some stakeholders raised concerns with the potential lack of transparency that could result. 606(2)(d) and 606.1 allow for the same form of notification while including additional transparency and accountability measures if a council wants to use such alternative notification methods. In practice, this means that a municipality could still use their website as a means of satisfying public notification requirements, but only if a bylaw had been passed, following a public hearing, to enable this approach.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

Current	Proposed	Rationale
<p><b>FOIP and Closed Council meetings s.197</b> Indicates when a meeting may be closed with reference to the <i>Freedom of Information and Protection of Privacy Act</i> (FOIPP).</p>	<p>Remove the direct reference to the FOIPP provisions. This matter will be addressed by directly referencing the allowable exceptions within a proposed regulation.</p>	<p>The Privacy Commissioner has identified that the reference to the exceptions from FOIPP should be replaced by specific provisions in the <i>MGA</i> or associated regulations. This change would allow the description of the exceptions to be clearer by framing them in the context of meetings. The exceptions will be incorporated into the proposed Closed Council Meetings Regulation.</p>
<p><b>Form of Nomination</b> <b>The Local Authorities Elections Act (LAEA) (s.27(1))</b> includes the requirement that each candidate must provide a written acceptance, which includes the statements that the candidate is eligible to be elected and will accept the office if elected.</p>	<p>Add a new provision to the <i>LAEA</i> to require candidates to acknowledge the requirement to read and comply with the municipality's code of conduct if elected.</p>	<p>This is consistent with the intent of requiring all municipalities to have a code of conduct in the 2015 <i>MGAA</i>.</p>
<p><b>Revision Authorized s.63 (MGA)</b> This section allows council, by bylaw, to authorize administration to revise a bylaw in accordance with a list of permitted revisions.</p>	<p>Add a requirement to allow council, by resolution, to authorize the Chief Administrative Officer of a municipality to revise a bylaw in accordance with a list of permitted revisions.</p>	<p>Stakeholders have expressed a need to clarify the process for correcting minor errors to bylaws.</p>
<p><b>Requirements Relating to Substituted Bylaws s.65 (MGA)</b> This section sets out deeming requirements for passing revised bylaws.</p>	<p>Clarify that this section operates despite the provisions in s.191, which deals with the power to amend or repeal a bylaw.</p>	<p>Stakeholders have expressed a need to clarify the process for correcting minor errors to bylaws.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**GENERAL TECHNICAL AMENDMENTS—PLANNING AND DEVELOPMENT**

Current	Proposed	Rationale
<p><b>Environmental Reserve</b> <b>s.664(1)(a)</b> This section identifies the types of land that can be dedicated as Environmental Reserve during subdivision application processes.</p>	<p>Change the reference from swamp to wetland.</p>	<p>Changing swamp to wetland will modernize the language in the MGA and harmonize the legislation with the wetland policy that was developed by Environment and Parks.</p>
<p><b>Statutory Plans</b> <b>s.636.1</b> The MGA addresses notifications with respect to statutory plans and the provision of opportunities for suggestions or representations regarding those plans.</p>	<p>Add a requirement that area structure plans with a provincial highway component will need to be referred to Alberta Transportation.</p>	<p>Alberta Transportation has indicated that this will assist with their long-range planning.</p>
<p><b>Subdivision and Development Appeals</b> <b>s. 686(1.1)</b> This section indicates the date of notification of an order, decision or development permit is deemed to be 7 days from the date mailed.</p>	<p>Ensure that the appeal period is the same for posted, advertised or mailed notices.</p>	<p>Development permit decisions can be posted, advertised or mailed, depending on a municipalities land use bylaw.</p> <p>Maintaining this provision, as is, would mean that mailed notices would have 21 days to file an appeal, but that published or advertised notices would only have 14 days.</p> <p>An amendment to adjust this section to make the appeal period the same for posted, advertised and mailed and published notices was not possible through house amendment.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

**GENERAL TECHNICAL AMENDMENTS—ASSESSMENT AND TAXATION**

Current	Proposed	Rationale
<p><b>New</b> Extension of Linear Property Regulation</p>	<p>Exclude the Extension of Linear Property Regulation from s.603.1(3) and have it become repealed either upon the coming into force of a new regulation or on December 31, 2020</p>	<p>This regulation treats electric power generation plants that have the ability to sell power as linear property for assessment and taxation purposes.</p> <p>The Extension of Linear Property Regulation is a section 603 made regulation that expires June 30, 2017. There is a need to have the regulation remain until the matter is dealt with in the Matters Relating to Assessment &amp; Taxation Regulation (MRAT)</p>
<p><b>New</b> Electric Energy Exemption Regulation Elevation</p>	<p>Elevate the policy of this s.603 regulation directly into the <i>MGA</i>, thereby enabling the Minister by Order to exempt certain components of properties from education property tax, where those components are used for or in the generation of electricity.</p>	<p>The regulation enables the making of a Ministerial Order to exempt components used for or in the generation of electricity of ‘electric power systems’ from paying education property taxes.</p> <p>The Electric Energy Exemption Regulation first came into effect January 1, 2001 to provide for the consistent property assessment of all types electric power generating systems, to provide for a tax incentive that would attract industry investment, and to mitigate any adverse financial impacts for certain municipalities in a deregulated market environment for electric power generation.</p> <p>This regulation expires on June 30, 2017 and cannot be renewed under s.603 which provides time-limited regulation-making authority. The <i>Municipal Government Amendment Act (2015)</i> saw the elevation of other s.603 regulations in the Act; for others, new regulation-making authority was created.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

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Current	Proposed	Rationale
<p><b>Right to enter on and inspect a property s. 294</b> Assessors have the right to enter and inspect property for the purpose of preparing an assessment or determining if a property is to be assessed (section 294 of the <i>MGA</i>). Assessors also have the right to compel people to provide any information necessary for the assessor to carry out their duties under the <i>MGA</i>.</p>	<p>Clarify the legislation so that the purposes for which assessors are permitted to inspect properties are aligned with the right of assessors to request information to carry out their duties under Parts 9-12 of the <i>MGA</i>.</p>	<p>Information should only be used for the purpose for which it was collected. Aligning the purposes for which an assessor may request information and perform an inspection would mean that all information in the assessors' possession can be used for the same purpose (i.e. to carry out their duties and responsibilities under the <i>MGA</i>).</p>
<p><b>Assessment information</b> An assessed person may ask the municipality or, under the <i>MMGA</i> proposals, the provincial assessor for sufficient information to determine how the assessor prepared the assessment of that person's property. The municipality or proposed provincial assessor must comply unless the property owner has filed a complaint about their assessment and the issue has not been resolved.</p> <p>Under the <i>MMGA</i> proposals, assessors could compel property owners to provide records during an inspection or respond to a request for information at any time, regardless of whether an assessment on the property is under complaint.</p>	<p>Clarify that assessors may not compel a property owner to provide records during an inspection or respond to a request for information relative to the current assessment year if the property owner has filed a complaint about their assessment.</p> <p>The assessor may still request information or compel the property owner to provide records relative to the upcoming assessment year.</p>	<p>This amendment would create a better balance between the access to information rights of property owners and assessors. It would mean that while a complaint is active, both parties are only obliged to share information as part of the complaint process.</p>
<p><b>Subclasses</b> Under the <i>MMGA</i> proposals, councils would be permitted to set different tax rates for sub-classes of non-residential property (as defined in the regulations). Assessors would be required to apply the sub-classes defined in the regulation to assessments even if council wishes to tax all sub-classes at the same rate.</p>	<p>Clarify that assessors would only be required to apply non-residential sub-classes in the assessment process if council chooses to tax the sub-classes differently.</p>	<p>Applying non-residential sub-classes to property assessments would require additional work and investment in information technology infrastructure for most municipalities. This amendment would allow municipalities to avoid these expenses if they choose not to use non-residential sub-classes.</p>

**CONTINUING THE CONVERSATION: FURTHER TOPICS FOR DISCUSSION ON THE MGA**

November 2016

Current	Proposed	Rationale
<p><b>Liability Code</b> Assessments rolls and notices are required to include a “liability code”, which is assigned by the assessor (section 303(f.1)).</p>	<p>Remove the requirement to include a liability code on assessment rolls and notices.</p>	<p>This code was required because provincial auditors made use of it when auditing municipal assessments – it is not meaningful for property owners or municipalities. It is no longer required for the audit program.</p>
<p><b>Receipts</b> Municipalities are required to provide a receipt when taxes are paid (section 342).</p>	<p>Clarify that municipalities will be required to provide a receipt when taxes are paid, unless otherwise advised by the property owner.</p>	<p>Costs associated with issuing receipts (usually by mail) may be unnecessary if property owners do not wish to receive a receipt.</p>

# MGA Review - Continuing the Conversation

We want to hear your feedback on the ideas we've outlined in the [MGA Review Discussion Paper](#).

Over the summer of 2016 you, our partners and experts on the needs of your local communities, brought forward ideas that build upon the changes already proposed to the MGA. We've developed those ideas through the Discussion Paper to see what they could look like in Alberta.

We invite you to use this questionnaire to provide insights on how to best implement these ideas to ensure the maximum benefit to Albertans and their municipalities. Your feedback will be used to inform potential amendments to the MGA in Spring 2017.

Please [click here](#) for information on how this survey works.

*The last question on each page will direct you to the issues you care about most and a response is required. You may respond to some, all, or none of the other questions in this questionnaire.*

## 1. Which stakeholder group do you most identify with?

- Public
- Municipal Elected Official (i.e. Councillor, Alderman, Mayor, Reeve)
- Municipal Administration
- Business/Private Sector
- Non-Profit Sector
- Other (please specify)

## 2. Which Municipality do you live in?

## 3. Where would you like to start?

- How Municipalities are Governed

- How Municipalities Work Together and Plan for Growth
- How Municipalities are Funded

## PART I

### How Municipalities are Governed

We invite you to use this questionnaire to provide insights on how to best implement ideas raised in the [MGA Review discussion paper](#) to ensure the maximum benefit to Albertans and their municipalities. Your feedback will be used to inform potential amendments to the MGA in Spring 2017.

Please [click here](#) for information on how this survey works.

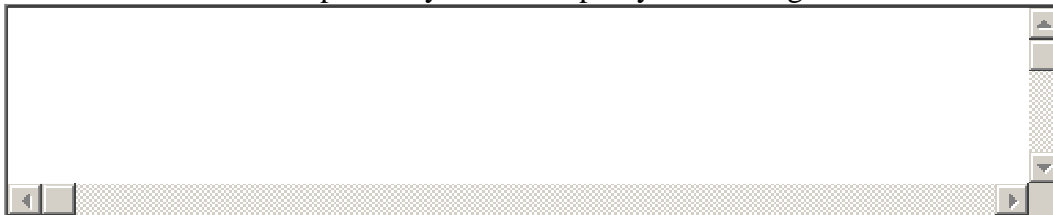
*The last question on this page will direct you to the issues you care about most and a response is required. You may respond to some, all, or none of the other questions on this page.*

#### 1. Collaboration with Indigenous Communities – Agreements with Indigenous Communities

Do you agree or disagree with the inclusion of a provision that allows municipalities to collaborate with indigenous communities as part of [Intermunicipal Collaboration Frameworks](#)?  
*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Please provide comments or considerations about this proposal. Are there any conditions in your local context that would prevent your municipality from doing this?



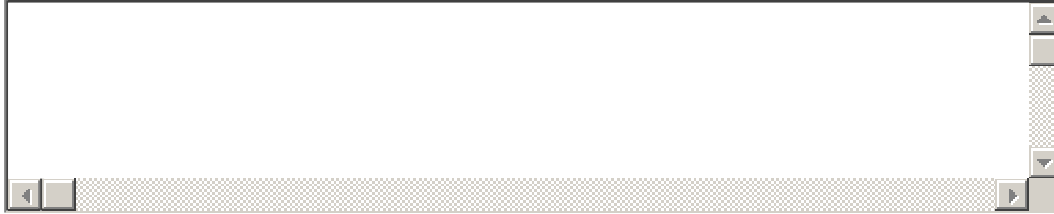
#### 2. Collaboration with Indigenous Communities – Orientation Training for Municipal Councillors

Do you agree or disagree with the addition of Indigenous Awareness Training to the list of topics that will be offered to all municipal councillors as part of their orientation training?  
*For more detailed information on this change, please [click here](#).*



- Agree
- Neutral
- Disagree

What resources or other supports would assist your municipality in meeting this requirement? If your municipality is already offering training in Indigenous Awareness, please describe it for us.



### 3. Collaboration with Indigenous Communities – Statutory Plan Preparation

Do you agree or disagree with the proposal to require municipalities to implement policies with respect to how they keep neighboring indigenous communities informed during the development of [statutory plans](#)?

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Do you foresee any challenges in implementing these policies? Does your municipality already do this, and, if so, how?



### 4. Enforcement of Ministerial Orders – General Minister Powers

Do you agree or disagree with the proposal to grant the Minister authority to enforce directives in respect to an intermunicipal agreement and the direction of an Official Administrator?

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Are the 4 proposed expanded authorities sufficient? Are there other expanded authorities that are appropriate to your local context that you think should be included?



### 5. Enforcement of Ministerial Orders – Judicial Review

Do you agree or disagree with the proposal to require 10-day notice be given to the Minister prior to applying for [judicial review](#) of Ministerial decisions?

For more detailed information on this change, please [click here](#).

- Agree
- Neutral
- Disagree

Do you have other considerations or comments on the time frame?



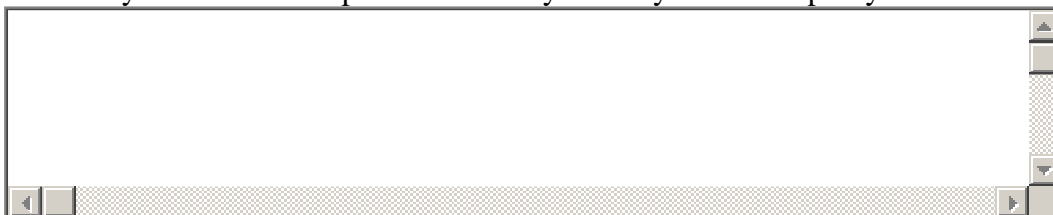
### 6. Parental Leave for Municipal Councillors

Do you agree or disagree with including a provision in the MGA enabling municipalities to create a bylaw allowing for parental leave for municipal councillors?

For more detailed information on this change, please [click here](#).

- Agree
- Neutral
- Disagree

What do you see as the impact of such a bylaw on your municipality?



### 7. Parental Leave for Municipal Councillors

Do you agree or disagree with the approach that a councillor would not be disqualified if they were absent from regular council meetings if they met the criteria in the

**municipality's parental leave bylaw?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Are there additional considerations for addressing this reasonably?



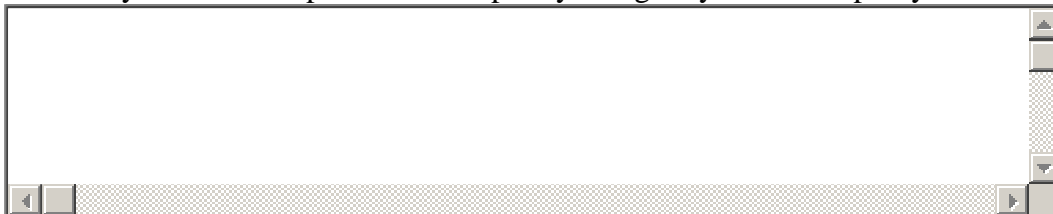
**8. Environmental Stewardship**

**Do you agree or disagree with the proposal to include environmental stewardship as a municipal purpose in the MGA?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

What do you see the impact of such a policy being on your municipality?



**9. Notification of Amalgamations and Annexations**

**Do you agree or disagree with the proposal to clarify the MGA's notification requirement process to ensure all local authorities that operate or provide services in affected municipalities be notified of a proposed [annexation](#) or [amalgamation](#)?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Thinking about the proposed requirement for notification for both annexation and amalgamation. are there specific considerations that need to be addressed?



**10. General Technical Amendments - How Municipalities are Governed**  
**Please provide comments on the proposed technical amendments related to How Municipalities are Governed.**

*For more detailed information on these changes, please [click here](#).*



**11. Where would you like to go next?**

- How Municipalities Work Together and Plan for Growth
- How Municipalities are Funded
- Submit Responses and Close the Survey

## **PART II**

### **How Municipalities Work Together and Plan for Growth**

We invite you to use this questionnaire to provide insights on how to best implement ideas raised in the [MGA Review discussion paper](#) to ensure the maximum benefit to Albertans and their municipalities. Your feedback will be used to inform potential amendments to the MGA in Spring 2017.

Please [click here](#) for information on how this survey works.

*The last question on this page will direct you to the issues you care about most and a response is required. You may respond to some, all, or none of the other questions on this page.*

### 1. MUNICIPAL COLLABORATION WITH SCHOOL BOARDS: Benefiting Area Contribution

Do you agree or disagree with the proposal to allow municipalities the flexibility to use a [benefiting area contribution structure](#) to support land dedication and development parameters with respect to the assembly of park and school sites?

For more detailed information on this change, please [click here](#).

- Agree
  
- Neutral
  
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



### 2. MUNICIPAL COLLABORATION WITH SCHOOL BOARDS: Joint Use Agreements

Do you agree or disagree with the proposal to require municipalities enter into [Joint Use Agreements](#) with school boards in their municipal boundaries?

For more detailed information on this change, please [click here](#).

- Agree
  
- Neutral
  
- Disagree

Does your municipality currently have Joint Use Agreements with school boards? If so, have these been effective or not effective?



### 3. OFF-SITE LEVIES: Provincial Transportation Systems

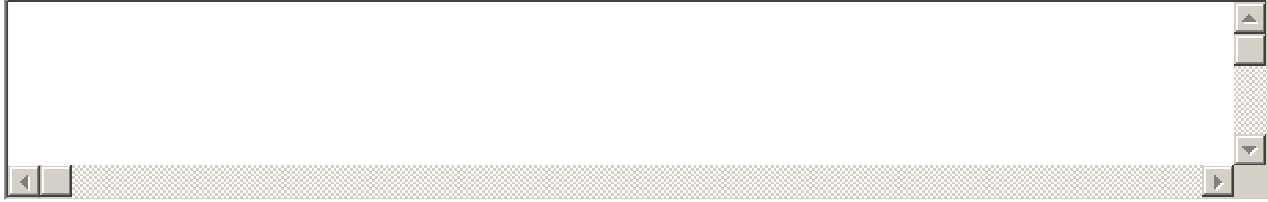
Do you agree or disagree with the proposal to expand legislation to enable [off site levies](#) to be charged for provincial transportation projects that serve new or expanded developments?

For more detailed information on this change, please [click here](#).

- Agree

- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



#### 4. OFF-SITE LEVIES: Intermunicipal Off-site Levies

Do you agree or disagree with the proposal to enable municipalities to collaborate with one another on the sharing of [intermunicipal off-site levies](#)?

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



#### 5. OFF-SITE LEVIES: Validating Existing Off-Site Levy Bylaws

Do you agree or disagree with the proposal to validate [off site levy](#) bylaws, fees and agreements made before November 1, 2016 until such time as they are amended or expire?

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



### 6. OFF-SITE LEVIES: Education

Do you agree or disagree with the proposal to exempt school boards from paying [off-site levies](#) on any land that is developed for school board purposes?

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?




### 7. CONSERVATION RESERVE: Clarification of Processes

Do you agree or disagree that the proposals outlined for [Conservation Reserves](#) provide sufficient clarity and predictability?

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Are there any other areas of clarity required? If so, what are they?



### 8. CONSERVATION RESERVE: Disposal

Do you agree or disagree with the proposal to allow municipalities to dispose of [conservation reserve](#) land when a substantive change to that feature being conserved has occurred outside of municipal control (i.e. fire, flood, etc.)?

For more detailed information on this change, please [click here](#).

- Agree
- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



### 9. General Technical Amendments: How Municipalities Work Together and Plan for Growth

Please provide comments on the proposed technical amendments related to How Municipalities Work Together and Plan for Growth?

For more detailed information on these changes, please [click here](#).



10. Where would you like to go next?

- How Municipalities are Governed
- How Municipalities are Funded
- Submit Responses and Close the Survey

## PART III

### How Municipalities are Funded

We invite you to use this questionnaire to provide insights on how to best implement ideas raised in the [MGA Review discussion paper](#) to ensure the maximum benefit to Albertans and their municipalities. Your feedback will be used to inform potential amendments to the MGA in Spring 2017.

Please [click here](#) for information on how this survey works.



*The last question on this page will direct you to the issues you care about most and a response is required. You may respond to some, all, or none of the other questions on this page.*

**1. LINKED TAX RATE RATIO: Compliance Time Frames**

**Do you agree or disagree with the proposal to require municipalities currently outside the legislated [5:1 tax rate ratio](#) to come into compliance with the maximum ratio within a specific time-frame?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

What would be an appropriate time frame for compliance?



**2. LINKED TAX RATE RATIO: Compliance Time Frames**

**Do you agree or disagree with the proposal to allow the Minister the authority to exempt a municipality from the compliance schedule ?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Under what conditions should the Minister consider an exemption?



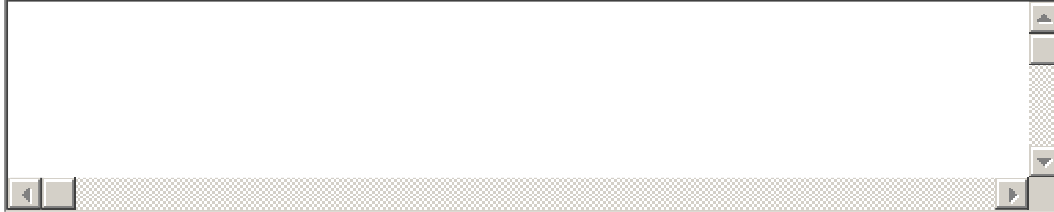
**3. INTENSIVE AGRICULTURAL OPERATIONS: Levy**

**Do you agree or disagree with the proposal to introduce a levy on [intensive agricultural operations](#) that would reflect the operations' impact on municipal infrastructure and services?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



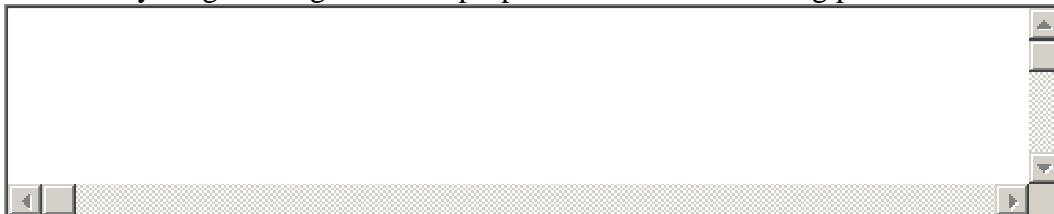
**4. ACCESS TO ASSESSMENT INFORMATION: Providing Information to Municipalities**

**Do you agree or disagree with the proposed changes to the access to [assessment information provisions](#)?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Is there anything missing from this proposed assessment sharing process?



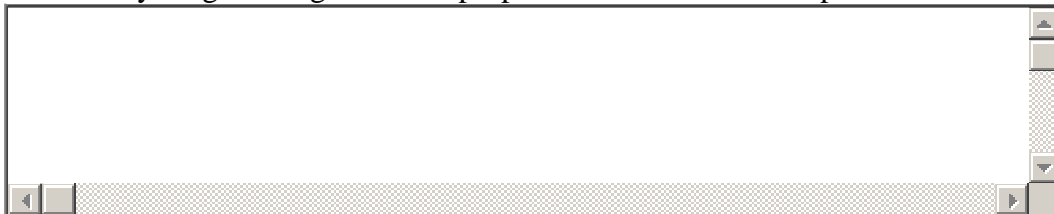
**5. ASSESSMENT NOTICES: [Notice of Assessment Date](#)**

**Do you agree or disagree with the proposed changes to the assessment notices provisions?**

*For more detailed information on this change, please [click here](#).*

- Agree
- Neutral
- Disagree

Is there anything missing from this proposed assessment notice process?



## 6. TAX EXEMPTIONS: Provincial Agencies

Do you agree or disagree with the proposal for properties owned, leased and held by [provincial agencies](#) to be subject to property taxation?

For more detailed information on this change, please [click here](#).

- Agree
- Neutral
- Disagree

Thinking about this proposed change, what would the impacts be in your municipality?



## 7. CORRECTIONS TO ASSESSMENTS

Do you agree or disagree with the proposed changes allowing corrections to assessments under complaints?

For more detailed information on this change, please [click here](#).

- Agree
- Neutral
- Disagree


Do the proposals address concerns around corrections to assessments under complaints?



## 8. GENERAL TECHNICAL AMENDMENTS: How Municipalities are Funded

Please provide comments on the proposed technical amendments related to How Municipalities are Funded?

For more detailed information on these changes, please [click here](#).



9. Where would you like to go next?

- How Municipalities are Governed
- How Municipalities Work Together and Plan for Growth
- Submit Responses and Close the Survey