



## **BRAZEAU COUNTY**

### **COUNCIL MEETING**

**August 3, 2021**

VISION: Brazeau County fosters  
**RURAL VALUES, INNOVATION,  
CREATIVITY, LEADERSHIP**  
and is a place where a **DIVERSE ECONOMY** offers  
**QUALITY OF LIFE** for our citizens.

MISSION: A spirit of community created  
through **INNOVATION** and **OPPORTUNITIES**

## GOALS

- 1) Brazeau County collaboration with Canadians has created economic opportunity and prosperity for our community. *That we intentionally, proactively network with Canadians to bring ideas and initiative back to our citizens.*
- 2) Brazeau County has promoted and invested in innovation offering incentives diversifying our local economy, rural values and through opportunities reducing our environmental impact. *Invest in green energy programs, water and waste water upgrades, encourage, support, innovation and economic growth through complied LUB, promoting sustaining small farms, hamlet investment/redevelopment.*
- 3) Brazeau County is strategically assigning financial and physical resources to meet ongoing service delivery to ensure the success of our greater community. *Rigorous budget and restrictive surplus process, petition for government funding, balance budget with department goals and objectives.*
- 4) Brazeau County has a land use bylaw and framework that consistently guides development and promotes growth. *Promotes development of business that is consistent for all "open for business." Attract and retain businesses because we have flexibility within our planning documents.*
- 5) Come to Brazeau County to work, rest and play. *This encompasses all families. We have the diversity to attract people for the work opportunities. We have recreation which promotes rest and play possibilities that are endless.*
- 6) Brazeau County is responsive to its citizenship needs and our citizens are engaged in initiatives. *Engage in various levels - website, Facebook, newspapers, open houses.*

## VALUES

We recognize the benefit of diversity among our communities, resources and work to respect their uniqueness.

We ensure responsible stewardship and we understand the decisions we make today will echo for generations.

We believe in acting with integrity.

We are open and transparent in all activities and decisions.

We respect our citizens through active listening to deliver services fairly and respond appropriately.

<b>861/20-11-17</b>	Council to Review Procedural Bylaw for cell phone usage	Completed
<b>976/20-12-15</b>	Reach out to Drake's Handi Bus for business plan and flat rate fees for Brazeau County residents	Completed
<b>983/20-12-15</b>	Research Modeste Creek Campground background and come forward with a recommended procedure for public consultation	Completed
<b>984/20-12-15</b>	Prepare a working statement regarding MMI concerns and understanding to Council on January 5 or 19, 2021 for discussion and ratification for a possible press release.	Completed
<b>995/20-12-15</b>	Meeting with legal to discuss Birchwood Expropriation	Completed
<b>996/20-12-15</b>	Meeting with legal to discuss independent contractor proposal	Completed
<b>571/20-08-18</b>	Research Options and Costs, including Alberta Recycle to have a toxic recycle site on east and west side	Completed
<b>908/20-12-01</b>	Administration to research potential risks and restrictions and bring back a report on January 19, 2021 regarding the Smoky Lake County Regional Heritage Board Letter of Support to designate a portion of the N. Sask River under the Canadian Heritage River Systems	Completed
<b>998/20-12-15</b>	Develop a decision tree for airport development and research airport incomes	Completed
<b>767/20-10-20</b>	Members-at-large must be appointed from all areas of the County for a balanced representation - draft a policy to provide direction to Council and member-at-large appointments	Completed
<b>012/21-01-05</b>	Draft Procedural Bylaw for Review	Completed
<b>062/21-01-19</b>	Discussion with AT regarding wide load signage on Hwy 621	Completed
<b>064/21-01-19</b>	Gather information on the Charter of Rights and Freedoms and how that would relate to health orders and mandates	Completed
<b>058/21-01-19</b>	Investigate Rocky Mountain House and Villeneuve Airports	Completed
<b>063/21-01-19</b>	Research Loughheed Coal Policy and recent decisions	Completed
<b>104/21-02-02</b>	Moved by A. Heinrich to direct Administration to write a letter to the Minister of Municipal Affairs advising that the input Brazeau County provided on well drilling tax was not for it to be permanent.	Completed
<b>113/21-02-02</b>	Moved by D. Wiltse to direct Administration to write a letter to FCM stating Council's disappointment in representation and copy it to the MD of Bonnyville and the RMA.	Completed
<b>498/20-07-07</b>	Letter of support for the Drayton Valley and District Historical Society grant application	No longer required

<b>084/21-02-02</b>	Moved by M. Gressler to direct Administration to look into training for LARB and CARB and not having to train as many people and limiting the costs.	Completed
<b>098/21-02-02</b>	Moved by M. Gressler to direct Administration to revise the Herbicide Rebate Program Policy based on the discussion today.	Completed
<b>485/20-07-07</b>	Administration to work with the Town Administration to institute the County's recommendations for ICF and IDP.	Completed
<b>025/21-01-05</b>	Modeste Creek Campground discussion	Completed
<b>056/21-01-19</b>	Lobbying strategy to improve local health care system	Completed
<b>166/21-02-16</b>	Administration to proceed with the land lease SE 29-49-07-W5M subject to any additional financial impact.	Completed
<b>199/21-03-02</b>	Administration to research a policy regarding public disclosure regarding rebates.	Completed
<b>210/21-03-02</b>	Letter to Premier and Minister Savage regarding coal mining concerns and consultation.	Completed
<b>212/21-03-02</b>	Letter to Province to assist with affordable childcare.	Completed
<b>208/21-03-02</b>	Administration to research revenue from our solar arrays.	Completed
<b>300/21-04-06</b>	Moved by S. Wheale to direct Administration to draft a letter to MP Jim Carr opposing the federal downloading of disaster recovery funds.	Completed
<b>304/21-04-06</b>	Moved by A. Heinrich to send the Coal Presentations from today's agenda to Minister Nixon, Premier Kennedy and MLA Mark Smith for their serious consideration.	Completed
<b>308/21-04-06</b>	Moved by A. Heinrich to direct Administration to draft a letter under the Reeve's signature in response to the letter on page 274.	Completed
<b>310/21-04-06</b>	Moved by D. Wiltse to direct Administration to send a letter to the Province asking if we can use the mediation surplus grant funds towards arbitration.	Completed
<b>336/21-04-07</b>	Moved by A. Heinrich to direct Administration to send a letter to Alberta Transportation to request the mowing to continue along the highways	Completed
<b>288/21-04-06</b>	Administration to bring back a report outlining how to lessen restrictions regarding environmental easements and reserves, in current agreements and policies, for Council's review for May 4, 2021.	Completed
<b>295/21-04-06</b>	Administration to bring back a framework for a grader naming contest.	Completed
<b>375/21-04-20</b>	Administration to follow up and research on the Twp Road 474 approach and brushing as previously requested by Mr. Ekstrom.	Completed

<b>391/21-04-20</b>	Administration to issue a letter to Taverner Inc. and provide information notices to gravel trucks operators.	Completed
<b>394/21-04-20</b>	Administration to bring back further options regarding the Regenwetter file, as discussed in closed, and to include the Town of Drayton Valley's input in the options.	Completed
<b>395/21-04-20</b>	Administration to investigate the cost of, and research funding, to pave RR 83 south of HWY 620 and conduct a current traffic count, and Twp Road 494 past the County Administration building and Range Road 73 north of Rocky Rapids.	Completed
<b>404/21-05-04</b>	Administration to research other options for procedures and policies in regards to internments at County owned cemeteries.	Completed
<b>416/21-05-04</b>	Administration to send a letter to the Premier with regards to everything that Brazeau County has done, all the good stuff, relating it to the chopping wood comment.	Completed
<b>449/21-05-18</b>	Administration to come back with a request for decision with options to upgrade and repair the bridge walkway behind the Rocky Rapids playground.	Completed
<b>454/21-05-18</b>	Administration to bring back an update report with the costs to upgrade the transformer and solar array at the Violet Grove wetland project location.	Completed
<b>733/20-10-06</b>	Fire warning sign at the entrance of Birchwood.	Completed
<b>123/21-02-02</b>	Administration to research on land matter as discussed in closed.	Completed
<b>147/21-02-16</b>	Administration to continue to work on education, for everyone, in regards to hunting.	Completed
<b>451/21-05-18</b>	Administration to bring back the cost of road stabilizer on the gravel haul route, and talk to Taverner about this being the required adequate dust control prescribed by the County.	Completed
<b>453/21-05-18</b>	Administration to look into and bring back information on selling our carbon credits.	Completed
<b>455/21-05-18</b>	Administration to bring back a detailed report of the solar revenues, costs, pros and cons of the current solar systems Brazeau County has invested.	Completed
<b>492/21-06-01</b>	Administration to get quotes for contractors to fix the slides on RR 52 north and south of Hwy 39, and Twp Road 494 by June 15, 2021.	Completed
<b>496/21-06-01</b>	Administration to amend Bylaw 947-17 to allow residents to dig a hole for cremated remains, if Administration marks the site, the applicant signs a waiver, and follows provincial guidelines if applicable, with no associated fees and bring back to Council for all three readings.	Completed

<b>512/21-06-01</b>	Moved by K. Westerlund to direct Administration to bring back information regarding the Bamsey Road request for June 15, 2021.	Completed
<b>507/21-06-01</b>	Letter of condolence to chief and band members of neighbouring indigenous communities.	Completed
<b>508/21-06-01</b>	Administration to send letter to the Province and appropriate ministers requesting help with the mental health crisis.	Completed
<b>510/21-06-01</b>	Administration to draft a letter to Alberta Transportation with regards to mowing on highways within Brazeau County and include the photos from Council members.	Completed
<b>289/21-04-06</b>	Administration to adjust the policies in the Municipal Development Plan to lessen restrictions regarding environmental easements and reserves for Council's review July 6, 2021.	Completed
<b>299/21-04-06</b>	Administration to draft a resolution to RMA to refuse the downloading of disaster funds from the Province.	Completed
<b>450/21-05-18</b>	Administration to work with Alberta Environment and Parks and the West Central Riverboat Association to amend the Willey West Campground Lease to include the proposed boat launch in the existing lease and investigate possible marina.	Completed
<b>485/21-06-01</b>	Administration to bring back amendments to the nuisance Bylaw 751-11 as per Council discussion in closed session.	Completed
<b>550/21-06-15</b>	Administration to write a letter to the RMA requesting clarification if their energy program is available for residents.	Completed
<b>551/21-06-15</b>	Administration to bring back a full page report on the solar power project costs at the Violet Grove Lagoon.	Completed
<b>555/21-06-15</b>	Administration to bring back the most beneficial revenues for selling carbon credits and to include 2020.	Completed
<b>558/21-06-15</b>	Administration to craft a letter, similar to the letter the Town of Drayton Valley wrote, to the same addressees and make the letter available to Council for their information.	Completed
<b>561/21-06-15</b>	Administration to send a letter under the Reeve's signature to Smoky Lake County regarding Council's decision regarding the Canadian Heritage River designation	Completed
<b>410/21-05-04</b>	Administration to review the cost of development of Twp Road 473 from RR 52 to RR 53 as an alternative to Twp Road 474 including the ½ mile section of RR 52 north of Twp Rd 473.	Completed
<b>554/21-06-15</b>	Administration to explore what options are available to live record and video broadcast regular scheduled meetings for the July 20, 2021 meeting.	Completed

<b>560/21-06-15</b>	Administration to develop a presentation on the cause and effect of green energy and coal industry in Alberta and if available book an expert to also present to Council at the July 20, 2021 meeting.	Completed
<b>576/21-06-15</b>	Administration to bring back a detailed report on the concerned lands mentioned by Mr. and Mrs. Prociuk.	Completed
<b>593/21-07-06</b>	Administration to bring back a report on the Cynthia Lagoon to next council meeting with questions answered what is the environmental test criteria, can the clay be used for feedstock for another company, and further direct Administration look into other options for the disposal of the clay.	Completed
<b>596/21-07-06</b>	Administration to bring back a full report with a complete break down for the solar project at the Violet Grove Lagoon Solar Project with detailed cost information.	Completed
<b>599/21-07-06</b>	Administration to research (legal opinion and contact municipal affairs) the practice of council decision being made by email rather than special meetings being called.	Completed
<b>604/21-07-06</b>	Administration to send a thank you letter to Minister McIver thanking them for work that has been done on Hwy 616 and repairs on Hwy 39.	Completed

**BRAZEAU COUNTY  
REGULAR COUNCIL MEETING  
AGENDA**

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**DATE:** 2021 08 03  
**TIME:** 9:00 AM  
**PLACE:** COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS

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Call to Order

Present

1. Urgent Additions and Adoption of the Agenda (**Pages 8 - 13**)
2. Adoption of the minutes of the Council Meeting of:
  - a) Regular Council Meeting July 20, 2021 (**Pages 14 - 26**)
3. Business Arising

Follow Up Action List:

<b>MOTION</b>	<b>ACTION</b>	<b>STATUS</b>
<b>595/20-08-18</b>	Administration look into purchasing lands from the Province around Lodgepole.	Target Date: Oct 2021
<b>323/21-04-07</b>	Administration to bring back the Asset Management information for Council's consideration.	Target Date: Sept 7, 2021
<b>332/21-04-07</b>	Administration to locate the policy for road requests; and, if it cannot be located to create one and bring it back to for Council's consideration.	Target Date: Sept 7, 2021
<b>355/21-04-20</b>	Administration to set up a virtual meeting with the Reeve, Justice Minister, Minister of Health, RCMP, Town of Drayton Valley, and Minister of Mental Health and send a letter of concern regarding RCMP members significant increase in time towards escorting individuals in mental distress to approved facilities.	In progress
<b>493/21-06-01</b>	Administration to go out for RFP on our power and solar retailers.	Target Date: Oct 5, 2021
<b>532/21-06-15</b>	Administration to investigate an additional County service to possibly be able to remove caveats for landowners.	Target Date: Aug 17, 2021
<b>538/21-06-15</b>	Administration to formulate a policy and bring back to Council for approval, on how changes to requests for hours of operation will be addressed for gravel pits and for all development permits under Direct Control.	Completed



<b>553/21-06-15</b>	Administration to design a more reader friendly template for tax notices separating out the three tax amounts and bring back for Council decision prior to next year's mail out.	Target Date: Fall Budget Discussions
<b>590/21-07-06</b>	Administration to make changes to the policy PD-17, with amendments as discussed, and bring back to a future council meeting.	Target Date: Aug 17, 2021
<b>597/21-07-06</b>	Administration to explore projects that may be eligible under the Green and Inclusive Community Buildings program and bring back to Council for consideration.	Target Date: Aug 17, 2021
<b>598/21-07-06</b>	Administration to explore grant funding for agriculture or fire suppression bulk water usage, potable or non-potable, near the County Administration facility and/or other potential locations for 2022 budget consideration.	Target Date: 2022 Budget Deliberations
<b>603/21-07-06</b>	Administration bring back information on the STIP bridge projects delayed for next year.	Completed
<b>622/21-07-20</b>	Administration bring back information on the Cynthia streets and sidewalks and the school bus issues.	Completed
<b>627/21-07-20</b>	Administration to send a letter to Alberta Transportation and the Minister regarding better signage for the HWY 22 and HWY 39 intersection including a lit stop sign, and potential passing/turning lane for traffic turning onto Range Road 65.	Completed
<b>628/21-07-20</b>	Administration to research costs and the potential for the installation of signage at the intersection of HWY 22 and HWY 39 at Range Road 65.	Target Date: Aug 17, 2021
<b>632/21-07-20</b>	Administration to draft a letter on behalf of Council for the Reeve's signature thanking Minister Toews to allow salvage crops to be used for livestock.	Completed
<b>639/21-07-20</b>	Administration to look into where the money could come from if Council decided to move forward with investing in the media campaign and review the project by August 3, 2021.	Completed
<b>641/21-07-20</b>	Letter of support to Avalie Peck to apply for funds under Travel Alberta's Capital Investment Program for her River Resort Project.	Completed
<b>643/21-07-20</b>	Administration to research options for a memorial for dangers of the Saskatchewan River.	Target Date: Sept 21, 2021
<b>645/21-07-20</b>	Send another letter to Minister of Transportation copied to appropriate individuals reiterating the need to mow highway ditches due to high number of animal collisions.	Completed
<b>652/21-07-20</b>	Administration to bring back options on a staff appreciation event.	Target Date: TBA

4. Fire Services
  - a) 2021 Fire Department April - June Stats  
- Update Report to Council attached (**Pages 27 - 32**)
5. Delegations/Appointments
  - 9:15 am**                      **Small Town, Big Life Media Campaign**  
- Update Report to Council attached (**Pages 33 - 34**)
  - 10:00 am**                      **Municipal Development Plan Bylaw 1081-21 Public Hearing**
    8. Planning and Development
      - a) Municipal Development Plan Amendment Bylaw 1081-21  
and Revised Policy PD-7 (**Pages 35 - 71**)
  - 11:00 am**                      **Public Input Session**
  - 11:30 am**                      **Questions from the Media**
6. Community Services
  - a) Cemetery Bylaw 1083-21  
- Request for Council Decision attached (**Pages 72 - 93**)
7. CAO Report
  - a) PD-2 Extension of Hours for Natural Resource Extraction and Processing Operations  
Zoned Direct Control Policy  
- Request for Council Decision attached (**Pages 94 - 95**)
8. Planning and Development
  - b) Bylaw 1082-21 to Rezone Pt. NW 29-49-07-W5M from AG to AGH  
- Request for Council Decision attached (**Pages 96 - 108**)
  - c) Bylaw 1084-21 Brazeau County and Town of Drayton Valley IDP  
- Request for Council Decision attached (**Pages 109 - 143**)
9. Public Works
  - a) Information on STIP Bridge Projects  
- Update Report to Council attached (**Pages 144 - 145**)
  - b) 2021 Construction Projects Update  
- Update Report to Council attached (**Pages 146 - 154**)
  - b) Cynthia Roads & Sidewalk  
- Update Report to Council attached (**Pages 155 - 159**)
10. Agriculture Services  
No reports

11. Finance
  - a) Bank Reconciliation Statement as of June 20, 2021 **(Page 160)**
  - b) Council Legal Fees - Budget Adjustment  
- Request for Council Decision attached **(Pages 161 - 162)**
12. General Matters  
No reports
13. Correspondence
  - a) Coal Letter - B. Guyon
  - b) Martin Prentice re: Alberta Coal Policy **(Pages 163 - 164)**
14. Councillor Reports  
Reeve B. Guyon reported that he attended:
  - Regular Council Meeting x 2
  - ALUS
  - Planning and Development Strategy
  - Government Relation Meeting Brian Senio
  - Warburg Seed Cleaning Plant
  - Meeting with MLA Getson
  - Meet and Photo with Rodeo Queen - no charge
  - Video for Graduation and Canada Day - no charge  
Councillor S. Wheale reported that she attended:
  - Regular Council Meeting x 2
  - Planning Policy Meeting
  - ASB
  - Drayton Valley Library Board
  - Breton Library Board  
Councillor D. Wiltse reported that she attended:
  - Regular Council Meeting x 2
  - FCM Conference Online x 3
  - Planning Policy Review
  - Chamber of Commerce Town Hall
  - ASB
  - Yellowhead Library Board AGM  
Councillor A. Heinrich reported that he attended:
  - Regular Council Meeting x 2
  - FCM x 3
  - Planning Policy Review
  - EPBRPC

Councillor H. Swan reported that she attended:

- Regular Council Meeting x 2
- FCM x 3
- Planning Policy Meeting
- ASB

Councillor K. Westerlund reported that she attended:

- Regular Council Meeting x 2
- Planning Policy Meeting
- MPC & RCMP Mental Health Crisis

Councillor M. Gressler reported that he attended:

- Regular Council Meeting x 2
- Policy Review Workshop
- MPC

15. Agricultural Service Board - D. Wiltse, H. Swan, S. Wheale
16. Municipal Planning Commission - K. Westerlund, M. Gressler, A. Heinrich
17. Brazeau Seniors Foundation - M. Gressler
18. Drayton Valley Library Municipal Board - S. Wheale
19. Breton Municipal Library Board - S. Wheale
20. West Central Airshed Society - H. Swan
21. Yellowhead Regional Library Board - D. Wiltse
22. Drayton Valley FCSS - M. Gressler
23. North Saskatchewan Watershed Alliance - B. Guyon
24. Eagle Point/Blue Rapids Parks Council - A. Heinrich
25. Pembina Area Synergy Group - H. Swan
26. Physician Recruitment and Retention Committee - K. Westerlund
27. Eleanor Pickup Arts Centre - K. Westerlund
28. Northern Mayors Group - B. Guyon
29. Breton and District FCSS - D. Wiltse
30. ALUS - B. Guyon
31. Recreation Board - H. Swan, A. Heinrich

32. Chamber of Commerce - D. Wiltse
33. Warburg Seed Cleaning Plant Board - B. Guyon
34. Hemp Update
35. Meeting Dates:
  - a) Ratification of Reeve's attendance at Ministry of Energy Coal Policy Committee Roundtable Meeting July 27, 2021
36. Closed Session:
  - a) Organizational Chart and Personnel Event *FOIP Section 19*
  - b) Village of Breton Recreation Agreement *FOIP Section 21*
37. Round Table Wrap-Up
38. Adjournment

**MINUTES OF THE REGULAR COUNCIL MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU COUNTY ON TUESDAY 2021 07 20**

**CALL TO ORDER**

Reeve B. Guyon called the meeting to order at 9:01 a.m.

**PRESENT**

B. Guyon, Reeve  
H. Swan, Councillor  
D. Wiltse, Councillor  
S. Wheale, Councillor  
M. Gressler, Councillor (by telephone)  
A. Heinrich, Councillor  
K. Westerlund, Councillor  
S. McKerry, Interim Chief Administrative Officer  
T. Scharfl, Executive Assistant  
J. Grainger, Customer Service/Administrative Assistant  
K. MacInnis, Corporate Communications Coordinator (by telephone)

**URGENT ADDITIONS  
AND ADOPTION  
OF AGENDA**

**Addition to and Adoption of Agenda**

**615/21-07-20**

Moved by H. Swan to approve the agenda with the following additions:

7. Planning and Development  
b) Head Banger's Ball – S. Wheale

8. Public Works  
b) Range Road 65 Dust Control

c) Range Road 65 north of Hwy 22 Traffic Concerns - S. Wheale

d) Range Road 83 Gate Update - B. Guyon

9. Agriculture  
b) Prociuk Weed Concerns - B. Guyon

12. General Matters  
c) Wildlife Nuisance - K. Westerlund  
- Email from Rocky Rapids Community Association

13. Correspondence  
c) Lynn Oberle re: June 15, 2021 Council Meeting Concerns

**CARRIED UNANIMOUSLY**

**ADOPTION OF  
MINUTES**

**Adoption of Minutes**

**616/21-07-20** Moved by D. Wiltse to approve the minutes of the July 6, 2021 regular Council meeting as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS  
ARISING**

**Business Arising**

**Follow Up Action List**

S. McKerry reviewed the status of the action items.

**617/21-07-20** Moved by H. Swan to receive the Follow Up Action List for information.

**CARRIED UNANIMOUSLY**

**CAO REPORT**

**CAO Report**

**Council Chamber Video Solution**

S. McKerry presented a report on live streaming of Council meetings.

**618/21-07-20** Moved by K. Westerlund that Council add the Council Chamber Video Solution discussion to the 2022 budget deliberations.

**CARRIED UNANIMOUSLY**

**DELEGATIONS/  
APPOINTMENTS**

**Delegations/Appointments**

**RCMP**

Sgt. E.L. (Erin) Matthews, Drayton Valley RCMP Detachment, and Sgt. Dwayne Moore, Breton RCMP Detachment presented status updates for their respective detachments. New District Officer for Central Alberta C/Supt. Darcy Fleury, and advisor S/Sgt. John Spaans DANCO (District Advisory NCO) introduced themselves to Council and had a conversation regarding Council's current crime trends and priorities.

**619/21-07-20** Moved by A. Heinrich to receive the RCMP reports for information.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 9:53 a.m. and the meeting resumed at 10:01 a.m.

**"Small Town, Big Life" This is Drayton Valley**

Rob Mulligan and Tara Middleton presented a media campaign for Council's potential investment in the amount of \$75,000.00.

K. Westerlund left the meeting at 10:20 a.m. and joined by telephone at 10:21 a.m.

**620/21-07-20** Moved by H. Swan to add to the agenda as item 10. d) *"Small Town, Big Life"* media campaign for further discussion.

**CARRIED UNANIMOUSLY**

**PLANNING &  
DEVELOPMENT**

**Planning and Development**

**PD-7 Slope Discussion**

Council discussed the definition of "slopes" within Policy PD-7 and reviewed H. Swan's research of steep and/or unstable slopes.

**621/21-07-20** Moved by A. Heinrich to direct Administration to remove the slope consideration from PD-7 policy.

**IN FAVOUR**

A. Heinrich  
S. Wheale  
B. Guyon  
D. Wiltse

**OPPOSED**

M. Gressler  
K. Westerlund  
H. Swan

**CARRIED**

Reeve B. Guyon called for a break at 10:56 a.m. and the meeting resumed at 11:05 a.m.

**PUBLIC INPUT  
SESSION**

**Public Input Session**

Reeve B. Guyon opened the Public Input Session at 11:06 a.m.

Allan Taylor spoke to emergency services drivers not realizing that RR 53 is a dead end road. He said he drove Twp 492 east of the airport road and the road was terrible. He asked if the Twp 473 costs were for another goat trail. He questioned Council's virtual attendance at the FCM conference and commented that only one councilor made a report. He further inquired about the WEC project. He asked about the letter regarding coal and when will Council send it. He spoke about Robin Campbell's alignment with the Premier and promoting and lobbying for coal mining. He encouraged Council to work

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with the people not the UCP government. He expressed that he does not appreciate his phone number being given out, without his prior permission, after he received a call regarding the campgrounds.

Dixie Taylor told Council to not be bullied into doing something wrong, do what you know is in your heart is the thing to do, and not to destroy beautiful Alberta. She is devastated that Council is supporting coal by having Mr. Campbell present today.

K. Westerlund returned to the meeting in person at 11:23 a.m.

James Parlog from Cynthia spoke to his drainage issue in the back alley that is causing his garage to flood. He is requesting a culvert. He spoke to further issues with school bus and trailers. The slope in the ditches has increased and he is concerned that the kids will fall off. He requested backfill and a culvert to allow for parking and room for trucks to turn around.

Duane Movald from Division 6 spoke to his concern with the recent paving of Hwy 616. He commented that the shoulders are extremely narrow and this is a safety concern as is the cable guardrails. He asked what input Council has to influence the Province regarding the design of roads.

Reeve B. Guyon closed the Public Input Session at 11:35 a.m.

**622/21-07-20** Moved by H. Swan to have Administration bring back information on the Cynthia streets and sidewalks and the school bus issues.

**CARRIED UNANIMOUSLY**

**623/21-07-20** Moved by S. Wheale to add item 12. e) Changes to Farm Rate Auto Insurance, to the agenda.

**CARRIED UNANIMOUSLY**

## **PUBLIC WORKS**

### **Public Works**

#### **TWP 473 (RR52 to RR53) - Cost Estimates**

A. Saltesz presented the cost estimates to develop Township Road 473 from Range Road 52 to Range Road 53 including the ½ mile section of Range Road 52.

**624/21-07-20** Moved by M. Gressler to receive the report on Twp 473 for information.

**CARRIED UNANIMOUSLY**

#### **Head Banger's Ball**

S. Wheale brought forward concerns on behalf of her residents with the advertised large event planned in the County. Administration provided an update regarding the special event permit application process.

**625/21-07-20**

Moved by S. Wheale to decline the special events permit for the Head Bangers Ball Festival based on restricted timelines and should any continued advertisements / or breaches of Bylaw 1005-18 be enforceable.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 12:05 p.m. and the meeting resumed at 12:40 p.m.

## **PUBLIC WORKS**

### **Public Works**

#### **Range Road 65 Dust Control**

A. Saltesz presented updated information on the dust control product applied to the gravel roads adjacent to the Taverner Pit.

**626/21-07-20**

Moved by A. Heinrich to receive the RR 65 Dust Control Report for information.

**CARRIED UNANIMOUSLY**

#### **Range Road 65 north of Hwy 22 Traffic Concerns**

S. Wheale raised concern with RR 65 and HWY 22 intersection with traffic north bound on Hwy 22 that travels through the stop sign on the highway and continues north on RR 65. The travelers misinterpret the RR 65 as Hwy 22. The big trucks have nowhere to turn around and are using residents' driveways; thus causing a dangerous situation.

**627/21-07-20**

Moved by S. Wheale to direct Administration to send a letter to Alberta Transportation and the Minister regarding better signage for the HWY 22 and HWY 39 intersection including a lit stop sign, and potential passing/turning lane for traffic turning onto Range Road 65.

**CARRIED UNANIMOUSLY**

**628/21-07-20**

Moved by S. Wheale to direct Administration to research costs and the potential for the installation of signage at the intersection of HWY 22 and HWY 39 at Range Road 65.

**CARRIED UNANIMOUSLY**

**DELEGATIONS/  
APPOINTMENTS**

**Delegations/Appointments**

**Coal Association of Canada**

Robin Campbell and Guy Gilron presented information regarding the current coal industry in Alberta.

**629/21-07-20** Moved by K. Westerlund to receive the Coal Association Presentation for information.

**CARRIED UNANIMOUSLY**

**Range Road 83 Gate Update**

B. Guyon requested an update on the gate situation on Range Road 83. Administration provided a timeline for the work.

**630/21-07-20** Moved by K. Westerlund to receive the Range Road 83 Gate Update for information.

**CARRIED UNANIMOUSLY**

**AGRICULTURE  
SERVICES**

**Agricultural Services**

**State of Agricultural Disaster**

S. Wheale brought forward requests from residents to declare a state of agriculture disaster.

**631/21-07-20** Moved by M. Gressler to declare Brazeau County in the state of Agricultural Disaster.

**CARRIED UNANIMOUSLY**

**632/21-07-20** Moved by S. Wheale to direct Administration to draft a letter on behalf of Council for the Reeve's signature thanking Minister Toews to allow salvage crops to be used for livestock.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 2:06 p.m. and the meeting resumed at 2:17 p.m.

**Prociuk Weed Concerns**

Reeve B. Guyon gave an update on the Prociuk's weed concerns and the communications he has had with the residents.

**633/21-07-20** Moved by S. Wheale to direct Administration to send a registered letter to the concerned landowner with regards to the weed issue.

**CARRIED UNANIMOUSLY**

Community Services

Recreation Fee Assistance Program

K. Westerlund presented the Town of Drayton Valley's Fee Assistance Program.

**634/21-07-20**

Moved by K. Westerlund to add Recreation Fee Assistance Program discussion to the 2022 budget deliberations.

**IN FAVOUR**

H. Swan  
B. Guyon  
K. Westerlund  
D. Wiltse  
M. Gressler

**OPPOSED**

A. Heinrich  
S. Wheale

**CARRIED**

Cemetery Bylaw 1083-21

L. Chambers presented Cemetery Bylaw 1083-21 for three readings.

**635/21-07-20**

Moved by A. Heinrich to give first reading to Bylaw 1083-21.

**IN FAVOUR**

A. Heinrich  
S. Wheale  
H. Swan  
B. Guyon  
D. Wiltse

**OPPOSED**

M. Gressler  
K. Westerlund

**CARRIED**

**636/21-07-20**

Moved by D. Wiltse to give second reading to Bylaw 1083-21.

**IN FAVOUR**

A. Heinrich  
S. Wheale  
H. Swan  
B. Guyon  
D. Wiltse

**OPPOSED**

M. Gressler  
K. Westerlund

**CARRIED**

**637/21-07-20**

Moved by S. Wheale to go to third reading of Bylaw 1083-21.

**IN FAVOUR**

A. Heinrich

S. Wheale

H. Swan

B. Guyon

D. Wiltse

K. Westerlund

**OPPOSED**

M. Gressler

**MOTION LOST AS REQUIRED UNANIMOUS CONSENT TO PROCEED**

**Cause and Effect of Green Energy and Coal Industry in Alberta**

L. Chambers presented updated information on the request for a presentation on the coal industry in Alberta.

**638/21-07-20**

Moved by K. Westerlund to receive the update report for information.

**CARRIED UNANIMOUSLY**

**"Small Town, Big Life" Media Campaign**

**639/21-07-20**

Moved by M. Gressler to direct Administration to look into where the money could come from if Council decided to move forward with investing in the media campaign and review the project by August 3, 2021.

**IN FAVOUR**

H. Swan

B. Guyon

K. Westerlund

D. Wiltse

M. Gressler

**Opposed**

A. Heinrich

S. Wheale

**CARRIED**

## FINANCE

### Finance

#### Audit Services RFP Update

N. Tank presented an option for a one-year appointment of the auditors.

**640/21-07-20**

Moved by K. Westerlund that Council appoint Metrix Group LLP as the provider of external audit services for a one-year term for the fiscal year end on December 31, 2021 as per the External Audit Services Request for Proposal.

**CARRIED UNANIMOUSLY**

## GENERAL MATTERS

### General Matters

#### Eagle Valley Brazeau County Letter of Support

Council reviewed the request from Avalie Peck for a letter of support to apply for funds under Travel Alberta's Capital Investment Program for her River Resort Project.

Reeve B. Guyon declared pecuniary interest and left the meeting at 2:43 p.m. Deputy Reeve S. Wheale assumed the chair.

**641/21-07-20**

Moved by K. Westerlund to send a letter of support to Avalie Peck to apply for funds under Travel Alberta's Capital Investment Program for her River Resort Project.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon returned to the meeting at 2:44 p.m. and resumed the chair.

#### Emergency Management Advisory Committee Update

R. Evans provided an update report regarding staffing challenges and transition of positions within the Brazeau Emergency Management Committee.

**642/21-07-20**

Moved by K. Westerlund to approve the hiring of a Safety Officer.

**IN FAVOUR**

M. Gressler

H. Swan

K. Westerlund

D. Wiltse

**OPPOSED**

B. Guyon

S. Wheale

A. Heinrich

**CARRIED**

### **Wildlife Nuisance**

K. Westerlund raised concerns on behalf of residents in Rocky Rapids asking the County to trap skunks.

### **Memorial for Drowning Victims at Saskatchewan River**

D. Wiltse raised concerns from residents about lack of signage in memory of drowning victims.

**643/21-07-20**

Moved by D. Wiltse to direct Administration to research options for a memorial for dangers of the Saskatchewan River.

**CARRIED UNANIMOUSLY**

### **Changes to Farm Rate Auto Insurance**

S. Wheale made everyone aware that auto insurance companies are changing their rates regarding farm rates. Farmers will be required to prove they have the majority of income from farming to be eligible for discount rates.

**644/21-07-20**

Moved by D. Wiltse to receive the report on Farm Rate Insurance for information.

#### **IN FAVOUR**

A. Heinrich

H. Swan

B. Guyon

K. Westerlund

D. Wiltse

M. Gressler

#### **OPPOSED**

S. Wheale

**CARRIED**

### **CORRESPONDENCE ITEMS**

#### **Correspondence/Items for Information**

#### **Minister McIver re: Vegetation Management along Hwy 39**

**645/21-07-20**

Moved by K. Westerlund to send another letter to Minister of Transportation copied to appropriate individuals reiterating the need to mow highway ditches due to high number of animal collisions.

**CARRIED UNANIMOUSLY**

**Dean Cloke re: Taverner Dust Control Concern**

**646/21-07-20**

Moved by K. Westerlund to receive the correspondence from Dean Cloke for information.

**CARRIED UNANIMOUSLY**

**Lynn Oberle re: June 15, 2021 Council Meeting Concerns**

**647/21-07-20**

Moved by H. Swan to receive the correspondence from Lynn Oberle for information.

**CARRIED UNANIMOUSLY**

**COMMITTEE  
REPORTS**

**Committee Reports**

**648/21-07-20**

Moved by A. Heinrich to table the committee reports to the next council meeting.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 4:17 p.m. and the meeting resumed at 4:25 p.m.

**CLOSED  
SESSION**

**Closed Session**

**649/21-07-20**

Moved by K. Westerlund that the regular Council Meeting of July 20, 2021 proceed into 'closed session' at 4:26 p.m. for the purpose of discussing:

- a) Personnel *FOIP Section 19*
- b) Land *FOIP Section 16*
- c) Legal Opinion on Voting Procedures *FOIP Section 23*
- d) Hamlet of Cynthia Lagoon Refurbishment *FOIP Section 16*
- c) Violet Grove Lagoon Wetland's Solar System Costs *FOIP Section 16*

**CARRIED UNANIMOUSLY**

Brian Senio joined the closed session at 4:43 p.m. for the purpose of discussing Land *FOIP Section 16*.



**650/21-07-20** Moved by A. Heinrich that the regular Council Meeting of July 20, 2021 come out of 'closed session' at 8:10 p.m.

**CARRIED UNANIMOUSLY**

Reeve B. Guyon called for a break at 8:10 p.m. to allow the public ample time to return and the meeting resumed at 8:16 p.m.

**651/21-07-20** Moved by H. Swan to increase the staff health and wellness benefit amount from \$300 to \$500 effective immediately.

**IN FAVOUR**

A. Heinrich

H. Swan

B. Guyon

K. Westerlund

D. Wiltse

M. Gressler

**OPPOSED**

S. Wheale

**CARRIED**

**652/21-07-20** Moved by K. Westerlund to direct Administration to bring back options on a staff appreciation event.

**CARRIED UNANIMOUSLY**

**653/21-07-20** Moved by D. Wiltse to receive the legal opinion on voting for information.

**CARRIED UNANIMOUSLY**

**654/21-07-20** Moved by M. Gressler to receive the Violet Grove Lagoon Wetland's Solar System Costs report for information.

**CARRIED UNANIMOUSLY**

**655/21-07-20** Moved by K. Westerlund to direct Administration to cancel the Cynthia Lagoon tender and bring back to the fall 2022 budget deliberations.

**IN FAVOUR**

A. Heinrich

H. Swan

B. Guyon

K. Westerlund

D. Wiltse

M. Gressler

**OPPOSED**

S. Wheale

**CARRIED**

**656/21-07-20** Moved by K. Westerlund to receive the land discussion item for information.

**CARRIED UNANIMOUSLY**

**657/21-07-20** Moved by A. Heinrich to direct Administration to start the consultation process with regards to the land discussion.

**CARRIED UNANIMOUSLY**

## **ADJOURNMENT**

**658/21-07-20** Moved by M. Gressler that the regular Council Meeting of July 20, 2021 adjourn at 8:18 p.m.

**CARRIED UNANIMOUSLY**

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**Reeve**

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**Interim Chief Administrative Officer**



## BRAZEAU COUNTY UPDATE REPORT TO COUNCIL

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**SUBJECT:** 2021 Fire Department April Stats

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Tom Thomson - Fire Chief

**UPDATE INFORMATION:** To provide Council with updated information regarding department calls for service, the Fire Service has generated a statistical break down for April 2021 response for service numbers. This information includes the number of incidents responded to, the types of incidents, the incident calls for the Town of Drayton Valley and Brazeau County.

### **Drayton Valley/Brazeau County Fire Services**

#### **2021 April Stats- Total Calls 32**

##### **Fire Calls - 14**

Vehicle Fire - 1

Structure Fire - 4

Wildland/Rubbish/Grass Fires - 8

Landfill Fire - 1

##### **Motor Vehicle Collisions - 2**

Single Vehicle Collision - 1 (Highway 39 & Range Rd 53)

Two Vehicle MVC – 1 (52 Ave & 62 St – Drayton Valley)

##### **Rescue Calls - 0**

##### **Alarm Calls - 11**

Residential Alarm Calls - 5

Commercial Alarm Calls – 4

Hospital – 1

RCMP Detachment – Breton - 1

(One commercial alarm was false)

##### **Assist Another Agency - 4**

EMS Assists (includes cardiac arrests, lift assist calls, Stars Landing, overdose calls, etc.) - 4

RCMP Assist- 1

(EMS arrived on scene first for all calls)

##### **Miscellaneous Calls - 1**

Fire Pit Complaint - 1

**Provincial**

Motor Vehicle Collisions - 1

***Provincial Total Calls - 1***

**Town of Drayton Valley**

Fire Calls - 7

Motor Vehicle Collision - 1

Rescue Calls - 0

Alarm Calls - 8

Assist Another Agency - 3

Miscellaneous Calls - 1

***Town Total Calls - 20***

**Brazeau County**

Fire Calls - 6

Motor Vehicle Collisions - 0

Rescue Calls - 0

Alarm Calls - 2

Assist Another Agency - 1

Miscellaneous Calls - 0

***County Total Calls – 9***

**Village of Breton**

Alarm Calls – 1

***Village Total Calls - 1***

**Other**

Fire Call – 1 (Mutual Aid – Parkland County Wildland Fire)

***Other Total Calls - 1***



## **BRAZEAU COUNTY**

### **UPDATE REPORT TO COUNCIL**

---

**SUBJECT:** 2021 Fire Department May Stats

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Tom Thomson - Fire Chief

**UPDATE INFORMATION:** To provide Council with updated information regarding department calls for service, the Fire Service has generated a statistical break down for May 2021 response for service numbers. This information includes the number of incidents responded to, the types of incidents, the incident calls for the Town of Drayton Valley and Brazeau County.

#### **Drayton Valley/Brazeau County Fire Services**

##### **2021 May Stats- Total Calls 34**

##### **Fire Calls - 9**

Vehicle Fire - 1

Structure Fire - 1

Wildland/Rubbish/Grass Fires - 7

##### **Motor Vehicle Collisions - 8**

Single Vehicle Collision - 3 (Willow Drive Breton, Highway 39 and RR 63, Highway 39 & RR 50)

Single Vehicle MVC vs Deer – 1 (Highway 39 & Highway 20)

Two Vehicle MVC – 2 (50 St & 45 Ave – Drayton Valley, Highway 22 & 58 Ave – Drayton Valley)

ATV MVC – 2 (RR 93 ditch, Brazeau Dam)

##### **Rescue Calls – 2**

Water Rescues - 2

##### **Alarm Calls - 5**

Residential Alarm Calls - 3

Hospital – 1

RCMP Detachment – Drayton Valley - 1

(No false Alarms)

##### **Assist Another Agency - 5**

EMS Assists (includes cardiac arrests, lift assist calls, Stars Landing, overdose calls, etc.) - 5

(EMS arrived on scene first for all calls)

**Miscellaneous Calls - 5**

Powerline Down – 1

Smoke Investigations – 2

Gas Leaks – 2 (Carbon Monoxide Leaks Residential)

**Provincial**

Motor Vehicle Collisions – 4

***Provincial Total Calls - 4***

**Town of Drayton Valley**

Fire Calls - 2

Motor Vehicle Collision - 1

Rescue Calls - 0

Alarm Calls - 4

Assist Another Agency - 0

Miscellaneous Calls - 1

***Town Total Calls - 8***

**Brazeau County**

Fire Calls - 5

Motor Vehicle Collisions - 2

Rescue Calls - 2

Alarm Calls - 1

Assist Another Agency - 5

Miscellaneous Calls - 4

***County Total Calls – 19***

**Village of Breton**

Motor Vehicle Collision - 1

***Village Total Calls - 1***

**Other**

Fire Call – 2 (Mutual Aid – Parkland County Wildland Fire)

***Other Total Calls - 2***



## BRAZEAU COUNTY UPDATE REPORT TO COUNCIL

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**SUBJECT:** 2021 Fire Department June Stats

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Tom Thomson - Fire Chief

**UPDATE INFORMATION:** To provide Council with updated information regarding department calls for service, the Fire Service has generated a statistical break down for June 2021 response for service numbers. This information includes the number of incidents responded to, the types of incidents, the incident calls for the Town of Drayton Valley and Brazeau County.

### **Drayton Valley/Brazeau County Fire Services**

#### **2021 June Stats- Total Calls 38**

##### **Fire Calls - 9**

Vehicle Fire - 0

Structure Fire - 2

Wildland/Rubbish/Grass Fires - 7

##### **Motor Vehicle Collisions - 14**

Single Vehicle Collision - 6 (TWP 501 & RR 90A, TWP 501 & RR 81, Highway 22 & TWP 484, Highway 620 & TWP 464, Highway 39 & RR 42, Highway 22 & TWP 502)

Single Vehicle MVC vs Tractor – 1 (TWP 501 & RR 73)

Single Vehicle MVC vs Street Cleaner – 1 (56 Ave & 53 St – Drayton Valley)

Motorcycle Collision - 1 (53 Ave & 54 St – Drayton Valley)

Two Vehicle MVC – 4 (Highway 22 & River Bridge, Highway 21 & Highway 621, Highway 22 & TWP 504, Highway 20 & TWP 473A)

ATV MVC – 1 (Highway 620)

##### **Rescue Calls – 2**

Water Rescue – 1

Elevator Rescue - 1

##### **Alarm Calls - 7**

Residential Alarm Calls - 5

Hospital – 1

School – Drayton Valley - 1

(No false Alarms)

**Assist Another Agency - 3**

EMS Assists (includes cardiac arrests, lift assist calls, Stars Landing, overdose calls, etc.) - 3

(EMS arrived on scene first for 2 of the calls, Fire Service arrived on scene first for 1 of the calls)

**Miscellaneous Calls - 3**

Powerline Down – 2

Dangerous Goods Spill - 1

**Provincial Highways**

Motor Vehicle Collisions – 9

***Provincial Total Calls - 9***

**Town of Drayton Valley**

Fire Calls - 0

Motor Vehicle Collision - 2

Rescue Calls - 1

Alarm Calls - 5

Assist Another Agency - 1

Miscellaneous Calls - 1

***Town Total Calls - 10***

**Brazeau County**

Fire Calls - 9

Motor Vehicle Collisions - 3

Rescue Calls - 0

Alarm Calls - 2

Assist Another Agency - 2

Miscellaneous Calls - 2

***County Total Calls – 18***

**Village of Breton**

***Village Total Calls - 0***

**Other**

Rescue Call – 1 (Mutual Aid – Yellowhead County Water Rescue)

***Other Total Calls - 1***





## **BRAZEAU COUNTY**

### **UPDATE REPORT TO COUNCIL**

---

**SUBJECT:** Small Town, Big Life Media Campaign

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Sandra McIntosh, Economic Development Officer.  
Colin Swap, Director of Corporate Services.

#### **UPDATE INFORMATION:**

In response to the following motion from July 20, 2021, regarding the media campaign brought forward by Rob Mulligan and Tara Middleton. Administration is to provide an accounting of where the money could be found in the current budget along with a complete review of the campaign.

**639/21-07-20** Moved by M. Gressler to direct Administration to look into where the money could come from if Council decided to move forward with investing in the media campaign and review the project by August 3, 2021

#### **REVIEW**

Administration has met with Rob Mulligan and Ariana Turner to go over the project, Small town, Big Life. Project highlights are:

1. Ask from Brazeau County is \$75,000.00 paid in one lump sum. There will be no additional fees as the project rolls out over 2 years.
  - a. The \$75,000.00, pooled with the contributions from the Town of Drayton Valley (\$75,000.00), EPBR (\$75,000.00), DVHTA (\$50,000.00), and Travel Alberta (\$40,000.00 grant) will pay for a two year contract with SOS Media to build and maintain a regional website, two videos (\$30,000.00) and social media presence with the majority of the money going towards social media.
  - b. No concrete plans for after the 2 year contract with SOS (Social media / Website Company) ends. The website and social media will fall back on the “region” to keep up. EPBR has expressed interest in taking over the website and social media after the 2 year project ends.

2. Concept of the regional tourism website and social media is to lift the region as a whole instead of anyone specifically. All players are equal in the project concept.
  - a. There will be a committee formed to handle the oversight of the project. No one has a vote on this committee. It is just a sharing group for ideas to be presented to SOS Media for final decision on whether the ideas are feasible or not as SOS Media is the expert in tourism marketing and will only go forward on ideas they know will work for this area.
  - b. The committee is designed to be made of up administration level representatives only. The Town of Drayton Valley's representative will be their Communication & Intergovernmental relations, Jenn Stone.
    - i. The representatives must be able to come to the committee able to make decisions and offer ideas on behalf of their group.
    - ii. Administration suggests we match the Town of Drayton Valley's representative by having our representative be our Communications Coordinator, Ken MacInnis.
  - c. The idea behind the concept is to rewrite the narrative of this region away from "Build that Pipe" towards a rural Alberta way of life.
    - i. The target audience is tourists, families, travelers from outside of Brazeau County. This project is not intended to reach local residents or businesses.
3. The name of the project is "Small Town, Big Life". There will be no mention of Brazeau County in the name. Drayton Valley may be used in the name as it has more familiarity with it.
  - a. More people know where Drayton Valley is, but may not know where Brazeau County is. The purpose of the campaign is not to teach where Brazeau County is, but to build off of the recognition that Drayton Valley already has in tourism.
  - b. Brazeau County can have a page on the website to highlight great County offerings.
  - c. We can have the Brazeau County logo and links to our website and local amenities as well.
4. The roll out of the website and social media campaign is to be done in September, 2021.
  - a. It will be a hard start type of roll out. A big bang of the website launch and social media campaign.
5. The project will go ahead with or without us.
  - a. The campaign will be larger with the County's funding, but the project will move forward with or without it.
6. Funding avenue to provide the \$75,000.00.
  - a. Monies to come out of Major Facilities Capital Investment.

## BRAZEAU COUNTY

### REQUEST FOR COUNCIL DECISION



SUBJECT:	Municipal Development Plan Amendment Bylaw 1081-21 and Revised Policy PD-7
DATE TO COUNCIL:	August 3, 2021
SUBMITTED BY:	Chandra Dyck, Senior Planner
ENDORSED BY:	Lynden Fischer, Director of Public Works and Planning
REVIEWED BY CAO:	Shawn McKerry, Interim CAO
FILE NO:	21A-004 and 21M-003

#### **RECOMMENDED ACTIONS:**

Administration's recommendation, in consideration of the comments provided from Alberta Environment and Parks, as well as adjacent municipalities with which the County has Intermunicipal Development Plans, is that:

- a. Council direct Administration to further analyze the proposed changes, with a view to assessing each individual Policy within section 6.5 of the Municipal Development Plan regarding the use of the word "shall" versus "may".
- b. Council direct Administration to bring forward recommendations for amendments to Policy PD-7 Environmental Reserve, to ensure consistency with the Municipal Development Plan analysis.

#### **ALTERNATIVE OPTIONS:**

Council may wish to give Second and Third Readings to Bylaw 1081-21 proposing amendment to section 6.5 Natural Environment of the Brazeau County Municipal Development Plan Bylaw 770-11, as shown in the attached Appendix A.

Council may wish to approve Policy PD-7 Environmental Reserve, as shown in attached Appendix B.

#### **TOPIC DEFINED**

##### **Executive Summary**

Council has directed the amendment of the current Municipal Development Plan section 6.5 Natural Environment to replace all occurrences of the word "shall" with the word "may", throughout that section.

To ensure consistency between the Municipal Development Plan and Brazeau County Policies which provide direction to Administration and the Municipal Planning Commission when considering subdivision applications, Council has also directed that Policy PD-7 Environmental Reserve be amended in the same manner. Administration also corrected outdated references to legislation and governing bodies within the Policy.

Following the July 20, 2021 Council meeting, motion 621/21-07-20 was made, as follows: “Moved by A. Heinrich to direct Administration to remove the slope consideration from PD-7 policy”, references to slope were removed, as reflected in the highlighted sections of the attached Policy PD-7.

#### **Relevant Legislation and Policy:**

The *Municipal Government Act*, Intermunicipal Development Plans, the Municipal Development Plan and Policy PD-7 Environmental Reserve are applicable and are assembled for consideration under Appendix E.

#### **Referral Responses**

The application was circulated to referral agencies, adjacent municipalities and internal departments for review and comment.

- Comments received from Alberta Environment and Parks indicated that provincial department’s recommendation of appropriate application of the words “shall” and “may” for each Policy statement within section 6.5. A copy of the response is attached under Appendix D for Council’s consideration.
- Adjacent municipalities, including Parkland County, the County of Wetaskiwin No. 10 and the Town of Drayton Valley, provided responses detailing their concerns with regard to the proposed amendments. Copies of those responses are attached under Appendix D for Council’s review and consideration.
- Adjacent municipality, the Village of Breton, responded that it had no issues with the proposed changes.
- Responses from internal departments came from Agricultural Services and Public Works and Infrastructure (PWI). The comments from Agricultural Services are included in Appendix D, while PWI had no comments.

#### **ANALYSIS OF RECOMMENDED ACTIONS:**

Administration’s recommendation, in consideration of the comments provided from Alberta Environment and Parks, as well as adjacent municipalities with which the County has Intermunicipal Development Plans, is that:

- c. Council direct Administration to further analyze the proposed changes, with a view to assessing each individual Policy within section 6.5 of the Municipal Development Plan regarding the use of the word “shall” versus “may”.

- d. Council direct Administration to bring forward recommendations for amendments to Policy PD-7 Environmental Reserve, to ensure consistency with the Municipal Development Plan analysis.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>Administration can provide a thorough analysis of each policy statement contained within section 6.5 of the Municipal Development Plan to assess consistency with Intermunicipal Development Plans and comments received from the referral process.</li> <li>Brazeau County's Senior Long Range Planner can be integral to ensuring statutory plans are consistent and compliant with planning principles, in consultation with Administration and Council.</li> </ul>	<ul style="list-style-type: none"> <li>Delays the amendment of the changes to the Municipal Development Plan and Policy PD-7.</li> <li>Administration and the Municipal Planning Commission are guided by the Municipal Development Plan in making recommendations and decisions, respectively, in the interm.</li> </ul>

#### **ANALYSIS OF ALTERNATIVE OPTIONS:**

Council may wish to give Second and Third Readings to Bylaw 1081-21 proposing amendment to section 6.5 Natural Environment of the Brazeau County Municipal Development Plan Bylaw 770-11, as shown in the attached Appendix A.

Council may wish to approve Policy PD-7 Environmental Reserve, as shown in attached Appendix B.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>Municipal Planning Commission can make a decision on a case-by-case basis.</li> <li>May eliminate requirements for landowners.</li> </ul>	<ul style="list-style-type: none"> <li>If passed, the amendment will result in inconsistency with existing Intermunicipal Development Plans with neighbouring municipalities.</li> <li>In discrepancies between the Municipal Development Plan and Intermunicipal Development Plans, the Intermunicipal Development Plans will prevail.</li> <li>The amendments will diminish criteria used by Administration and the Municipal Planning Commission when making recommendations and decisions for subdivision applications.</li> </ul>

## **IMPLICATIONS OF RECOMMENDATION**

### **Operational:**

No Impact

### **Financial:**

No Impact

### **Attachments:**

Appendix A: Bylaw 1081-21

Appendix B: Section 6.5 of Municipal Development Plan with Words to be Replaced  
Highlighted

Appendix C: Policy PD-7

Appendix D: Referral Responses

Appendix E: Relevant Policy

Appendix A

**BRAZEAU COUNTY**

**BYLAW NO: 1081-21**

**BEING A BYLAW OF BRAZEAU COUNTY, IN THE PROVINCE OF ALBERTA, TO AMEND MUNICIPAL DEVELOPMENT PLAN BYLAW NO. 770-11, AS AMENDED**

**WHEREAS**, Council of Brazeau County deems it expedient and proper, under the authority of and in accordance with the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, to make certain amendments to Municipal Development Plan Bylaw No. 770-11, as amended; and

**WHEREAS**, the public participation requirements of Section 692 of the *Municipal Government Act*, RSA 2000, Chapter M-26, have been complied with;

**NOW THEREFORE**, the Council of Brazeau County, duly assembled, enacts as follows:

1. That section 6.5 Natural Environment of Bylaw 770-11 be amended by replacing all occurrences of the word “shall” with the word “may”;
2. That the following be added to section 6.5 Natural Environment of Bylaw 770-11:  
  
“Policy 69.1 Brazeau County may require the dedication of environmental reserve or environmental reserve easement on the parcels to be created by a subdivision application, but may not require the dedication of environmental reserve or environmental reserve easement on the remnant parcel.”; and

3. That this Bylaw shall take effect upon the final passing thereof.

**READ** a first time this \_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a second time this \_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

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Reeve

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Interim Chief Administrative Officer



## Appendix B

**Policy 59:** Brazeau County may consider the development of tourism and recreation commercial development on any lands within the County that can safely and effectively support the proposed development. Brazeau County may require the proponent to provide onsite measures to control potential offsite nuisances to the satisfaction of the Development Authority to ensure that the proposed development properly integrates with surrounding land uses and landscapes.

**Policy 60:** Brazeau County shall cooperate with all applicable provincial departments and agencies to develop new and unique tourism and recreation commercial developments on crown land within Brazeau County if, in the opinion of Brazeau County Council, the proposed development provides a benefit to Brazeau County residents.

### **Objective 13: Promote and encourage neighbourhood commercial development**

**Policy 61:** Brazeau County shall encourage the development of local-scale neighbourhood commercial services in the IDP Area, hamlets and major residential areas. These neighbourhood commercial sites must be developed to the satisfaction of the Development Authority to ensure that the proposed development properly integrates with surrounding land uses and landscapes.

### **Objective 14: Promote and encourage home-based businesses**

**Policy 62:** Brazeau County shall encourage the development of home-based business operations where the residential property can safely and effectively accommodate the proposed business, and where potential nuisances such as noise, air quality, parking and traffic can be safely and effectively contained onsite to the satisfaction of the Development Authority. Homes in residential areas containing home-based businesses shall maintain a residential character.

**Policy 63:** Brazeau County shall encourage industrial-focused home-based businesses to relocate to existing or planned industrial business parks when, in the opinion of the Development Authority, the business operation expands beyond the scale of a home-based business.

## **6.5 Natural Environment**

Within Brazeau County are a wide variety of beautiful sceneries and landscapes that are valued by local residents and visitors alike. The various watercourses, rivers, streams, lakes, hills, valleys and woodlands within Brazeau County support a diversity of habitats, migratory pathways, open spaces and recreation areas. Significant natural environmental features such as the North Saskatchewan River, the Pembina River, the Brazeau River, Modeste Creek and Sinkhole Lake provide important ecological and sociological benefits to Brazeau County. The effective management and protection the natural environment is important to the residents and visitors of Brazeau County. The biophysical characteristics, environmental significance, and carrying capacity of the air, land and water should be considered when evaluating future land use proposals, municipal decisions and plans.

The conservation of environmentally significant and sensitive areas, unique flora and fauna, major treed and/or vegetated areas, riparian areas, steep hillsides, hazardous areas, water bodies and wildlife habitats is a priority for Brazeau County. Brazeau County is committed to ensuring the protection and preservation of these areas through the use of environmental and municipal reserve dedications, environmental reserve easements, restrictive caveats, land transfers and development setbacks. In addition, Brazeau County may require erosion, storm water management, and sediment controls for new developments to protect the integrity of the local natural environment and to protect future residents from potentially hazardous areas.

Brazeau County is cognisant of the importance of the natural environment, and is committed to considering the cumulative effects that existing and proposed developments may have on the natural environment. Future land use growth and development in Brazeau County will strive to be respectful of the natural environment through the protection and preservation of ecologically and socially significant areas.

### **Natural Environment Objectives**

#### **Objective 15: Create an inventory of natural areas that contribute to the local environment and beauty of Brazeau County**

Policy 64: Brazeau County **shall** prepare and maintain an inventory of known environmentally and culturally significant areas and criteria for identifying new areas.

#### **Objective 16: Protect and preserve important natural areas**

Policy 65: Brazeau County **shall** require the protection and preservation of natural areas wherever possible by one or more of the following means:

- Environmental reserve dedication;
- Municipal reserve dedication;
- Environmental reserve easements;
- Conservation easements;
- Donations and bequests;
- Covenants registered on private titles; and
- Acquisition through purchase or land trades.

Policy 66: Brazeau County **shall** not permit development in areas that are prone to erosion, landslides, subsidence, seasonal flooding or are within the 1:100 flood plain, or any other natural or human-induced hazards affecting the local environment. The boundaries of areas **shall** be identified by qualified professionals. Development on or in close proximity to hazardous areas may

be considered if supported by a geotechnical analysis prepared by a qualified professional. The Development Authority may consider recommendations by applicable provincial and federal departments and agencies in determining setbacks from hazardous areas.

- Policy 67: Brazeau County may request a 50 metre development setback from the top-of-bank of major rivers and ravines to provide for an environmental buffer and recreation corridor. This setback should generally consist of a 30 metre environmental reserve dedication, with the balance taken as municipal reserve.
- Policy 68: Brazeau County **shall** require that when lands adjacent to water bodies are subdivided, a strip of land be dedicated as environmental reserve or environmental reserve easement to establish a buffer and to provide public access. The width of the required dedication **shall** be established by the Subdivision Authority and **shall** not be less than 6 metres, in accordance with the provisions of the *Municipal Government Act*.
- Policy 69: Brazeau County **shall** require as part of a subdivision application the dedication of lands within the subdivision area be subdivided as environmental reserve, in accordance with the provisions of the *Municipal Government Act*.
- Policy 70: Brazeau County **shall** protect and retain significant tree stands in public spaces that are owned and controlled by Brazeau County wherever possible. Brazeau County **shall** consider the conservation of significant tree stands on privately owned land when reviewing land use and development applications.
- Policy 71: Brazeau County may require the preparation of an Environmental Impact Assessment for any proposed development that may have a negative impact on the natural environment. The Environmental Impact Assessment **shall** be prepared by a qualified professional and **shall** include the following:
- A description of the proposed development, including potential land uses, densities and staging requirements;
  - A description of the natural environment that would be affected;
  - Predictions of potential effects (both positive and negative) that the proposed development may have on the natural environment;
  - Indications of the limitations of the study, criteria used in predicting effects and interests consulted;
  - Recommendations to mitigate any negative effects identified; and

- A framework of results and recommendations that can assist Brazeau County in making decisions affecting the future growth and development of the subject area.

Policy 72: Brazeau County may require the submission of an Environmental Site Assessment, prepared by a qualified professional, in support of a Land Use Bylaw amendment, area structure plan, or subdivision applications. In determining whether an Environmental Site Assessment is required, the Development Authority **shall** consider:

- The nature of the proposed land use(s);
- The current and historical use of the subject area and its surrounding lands; and
- Information from other sources that may suggest the subject area may contain environmental contaminants.

Policy 73: Brazeau County **shall** require evidence from a qualified professional that appropriate restoration and remediation measures have been carried out on a property containing environmental contaminants prior to issuing a development permit for the subject area.

Policy 74: Brazeau County **shall** require management and reclamation plans for natural resource extraction operations that operate on privately owned land.

Policy 75: Brazeau County **shall** encourage the practice of water conservation for all existing and planned developments.

Policy 76: Brazeau County may consider the transfer of title of environmentally sensitive areas to non-profit societies and organizations that can effectively preserve and manage these lands in the long term.

Policy 77: Brazeau County **shall** have regard for the integrity of culturally significant landscapes and views when considering land use and development applications.

**Objective 17: Provide safe and responsible recreation opportunities in natural areas**

Policy 78: Brazeau County **shall** require that lands dedicated as environmental reserve remain in their natural state except where parks and active transportation trails are developed to provide regional trail systems and park sites. Parks and active transportation trails within environmental reserve areas or environmental reserve easement areas **shall** be developed to minimize their impact on natural environmental features, and to reduce potential hazards for park and/or trail users.



## Policy Name

Environmental Reserve

## Policy Number

PD-7

## Policy Statement

Brazeau County ~~may shall~~ ensure that lands deemed environmentally sensitive are afforded protection through the subdivision process in accordance with provincial regulation and through the development of formal municipal policies.

## Policy

Development places pressures on the natural environment. As land is converted from a raw to a developed state, sloughs and creeks are filled, trees and vegetation removed ~~and slopes~~ and banks contoured. This situation has led to the realization that not all land should be developed. Certain environmentally sensitive lands should be conserved and protected for the greater public good. Thus, the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto ~~Alberta Planning Act~~ provides for the dedication of “environmental reserves”, or ER. Specifically, the Act, as a condition of subdivision approval authorizes a subdivision approving authority to require a landowner to dedicate to a municipality, without compensation, area considered to be environmentally sensitive. These areas, in turn, must be retained in their natural state, or alternatively, used only for park purposes.

Decisions involving environmental reserve dedication are complex and require the exercise of judgement, based upon technical information and expert advice. For this reason, policies are needed to guide the decision-making process, and ensure that it operates in a fair and consistent manner. The following are the guidelines used by the Subdivision Authority ~~Council~~ in making decisions regarding environmental reserve dedication.

## Environmental Reserve Common Definitions

For the purpose of this policy, the following definitions shall apply:

**Council**, in the context of these policies, means the elected Council of Brazeau County.

Chief Administrative Officer: \_\_\_\_\_

Approved By Council: 93/08/12 \_\_\_\_\_

Revision Dates: (Y/M/D) 21/06/07 \_\_\_\_\_

Associated Policies: \_\_\_\_\_

**Floodplain** means the area, usually lowland, adjoining the channel of a river, creek or other waterbody, which has been or may be, covered by water during a seasonal flood or a defined annual flood, usually a 1 in 100 (1:100) year flood.

**Groundwater Recharge Area** means lands that have the natural capacity to allow precipitation and surficial water to infiltrate to the underlying aquifer. These areas are usually, but not always, associated with a natural drainage course or minor waterbody.

**Highwater Mark** means the mark made by the action of water under natural conditions on the short or bank of a body of water whereby the action has been so common and usual that it has created a difference between the character of the vegetation, soil or debris on one side of the mark and the other side. The area below the highwater mark is usually, but not always, owned by the Crown.

**Minor Waterbody** means a lowlying, shallow area of water with no permanent direct source, other than surface drainage and natural groundwater movement, that performs an important hydrological function by contributing to groundwater recharge and reducing downstream runoff during heavy rains. Minor waterbodies include sloughs, swamps, ponds and bogs and their associated groundwater recharge area.

**Natural Drainage Course** means a depression in the landscape, formed through the eroding action of water, that performs an important hydrological function by carrying runoff water from surrounding areas to watercourse, by retarding the rate of flow of water adjacent to flat land and reducing erosion, and by enhancing groundwater recharge and thereby increasing the waterholding capacity of the soil. Natural drainage courses include ravines, coulees and gullies and their associated groundwater recharge area.

**Shoreland** means the area immediately adjacent to a waterbody (e.g. lake, river, stream, etc.) up to the highwater mark and containing flora and fauna essential and unique to the ecology of the waterbody.

~~**Steep Slope** means lands, containing a slope of 15 percent or greater, or a lesser slope where instability is detected.~~

**Subdivision Approving Authority (SAA)** means the ~~Yellowhead Regional Municipal~~ Planning Commission as appointed by Council.

**Top-of-the-Bank** means the upper break of the bank defining the most distinct ridge of topographic discontinuity in slope between the upper plateau and the valley wall.

~~**Unstable Slope** means lands of significant slope, usually associated with a river or creek valley, that are unstable due to soil conditions, depth or bedrock or surface erosion and may pose a hazard through slumping or disintegration.~~

**Valley** means the depressional area associated with a river or creek and characterized by a continuous, definable valley wall, a steep slope and a topographically distinct depression.

Chief Administrative Officer: \_\_\_\_\_

Approved By Council: 93/08/12

Revision Dates: (Y/M/D) 21/06/07

Associated Policies: \_\_\_\_\_

**A. Environmental Reserve Dedication**

The ~~Municipal Government Act~~ Planning Act provides for the dedication of environmental reserve in fairly narrow and specific circumstances. These circumstances involve hydrologically sensitive lands (i.e. natural drainage courses, waterbodies, floodplains, shorelines, valleys) and geologically sensitive lands ~~(i.e. steep slopes, unstable slopes)~~. The Act also cites four situations where the Subdivision Approving Authority (SAA) cannot require the dedication of environmental reserve, despite the sensitivity or characteristics of the site. Thus, the SAA must work within the definition of ER lands and the defined exceptions to ER dedication in making its decision.

**Subsection 1: Exceptions to Environmental Reserve Dedication**

In accordance with the ~~Municipal Government Act~~ Planning Act, the SAA shall not require the dedication of environmental reserve where:

- a) only one lot is being subdivided from a previously unsubdivided quarter section of land, despite the use and size of that lot,
- b) land is being subdivided into lots of 40 acres or more in size and the lots are to be used solely for agricultural purposes,
- c) the land being subdivided is two acres or less in area, or
- d) environmental reserve was previously provided in respect of the land that is the subject of the subdivision.

**Subsection 2: Environmental Reserve Dedication**

Subject to Subsection 1 above, ~~the SAA may require~~ Council shall recommend the dedication of environmental reserve to conserve and protect the following environmentally sensitive areas:

- a) a minor waterbody
- b) a natural drainage course
- c) a floodplain
- d) shoreland, or
- e) a valley
- ~~f) a steep slope, or~~
- ~~g) an unstable slope~~

unless it can be demonstrated, to the satisfaction of ~~the SAA~~ Council, that environmental reserve dedication is unnecessary or impractical under the circumstances and the environmentally sensitive area can be conserved and protected in a satisfactory alternative manner.

Chief Administrative Officer: \_\_\_\_\_

Approved By Council: 93/08/12

Revision Dates: (Y/M/D) 21/06/07

Associated Policies: \_\_\_\_\_

### Subsection 3: Future Dedication of Environmental Reserve

Where the provision of environmental reserve is considered to be appropriate at the time of subdivision, to conserve and protect an environmentally sensitive area, but the proposed subdivision falls under the exceptions stated in Subsection 1 above, ~~the SAA may Council shall~~ recommend that any new lot lines be aligned to accommodate the dedication of environmental reserve upon the future subdivision of the subject lands.

### Subsection 4: Environmental Reserve Setback

1. ~~Administration may Council shall~~ recommend that environmental reserve encompass those lands necessary to conserve and protect the environmentally sensitive area and to provide public access to the environmentally sensitive area.
2. Where an environmental reserve setback is considered necessary, the ~~SAA Council~~:
  - a) ~~shall may~~ require that it be 10 m (33 feet) in average width from the defined boundary of the subject environmentally sensitive area (e.g. highwater mark, top-of-the-bank, shoreline), unless it can be demonstrated, to the satisfaction of the SAA, that a lesser width is appropriate, or
  - b) may require that it be greater than 10 m in average width where this is considered appropriate, taking into account the scale of the environmentally sensitive area or the nature of any hazardous or unsafe conditions that exist.

### B. Environmental Reserve Decisions

Environmental reserve decisions are subjective, due to the changing nature of the environment. ~~Council and t~~The SAA may therefore require, prior to making a decision, geotechnical and hydrological information. Requiring such information will ensure that its decisions are based upon sound engineering analysis, that regional and local interests are taken into account and that if challenged, its position is supportable from a technical standpoint.

### Subsection 1: Information Requirements

Prior to making a decision on a subdivision with the potential for environmental reserve dedication, ~~the SAA Council~~ may require an applicant to submit:

- a) geotechnical information (e.g. ~~slope stability tests~~; geomorphology studies),
- b) hydrological information (e.g. water table tests; floodplain reports),
- c) topographical information (e.g. contour maps, site constraint maps), or such other information as is necessary to assess the environmental sensitivity of the subject area.

Chief Administrative Officer: \_\_\_\_\_

Approved By Council: 93/08/12

Revision Dates: (Y/M/D) 21/06/07

Associated Policies: \_\_\_\_\_



## **Appendix D**

### **Referral and Adjacent Municipality Comments**

#### **Brazeau County Public Works and Infrastructure Department Comments**

No comments.

#### **Brazeau County Agricultural Services Department Comments**

The preservation and protection of environmentally significant and sensitive lands is important when considering disturbance on the lands. Natural spaces including riparian areas along watercourses and waterbodies serve a critical function in our ecosystem. These areas are essential for water storage, flood control, aquatic and terrestrial habitat, and carbon storage. Additionally, trees, shrubs and grasses provide numerous environmental benefits including shelter and habitat for wildlife, soil conservation, and water quality protection. Using reserves and easements to ensure the continued protection of these valuable areas is beneficial to our environment and to our residents.

#### **Referral Agency Comments**

- Alberta Environment and Parks - see attached correspondence

#### **Adjacent Municipality Comments**

- County of Wetaskiwin No. 10 – see attached correspondence
- Parkland County – see attached correspondence
- Town of Drayton Valley – see attached correspondence
- Village of Breton – see attached correspondence

## Chandra Dyck

---

**From:** Dean Muhlbiel <Dean.Muhlbiel@gov.ab.ca>  
**Sent:** Thursday, July 08, 2021 11:05 AM  
**To:** Planning  
**Subject:** File No. 21A-004

I have the following comments regarding the proposed changes to the Brazeau County Municipal Development Plan.

I find that by replacing all occurrences of the word "Shall" to "May" is not appropriate for most of the policy numbers.

I recommend the following...

Policy No. 64 – **no change** - Brazeau County **shall** prepare and maintain an inventory of known environmentally and culturally significant areas.

Policy No. 65 – **no change** - Brazeau County **shall** require the protection and preservation of natural areas wherever possible by one or more of the following means...

Policy No. 66 – **no change** - Brazeau County **shall** not permit development in areas that are prone to erosion, landslides, subsidence, seasonal flooding, etc...

Policy No. 67 – **no change** - Brazeau County **may** request a 50 metre development setback from the top of- bank of major rivers and ravines to provide for an environmental buffer and recreation corridor.

Policy No. 68 – **no change** - Brazeau County **shall** require that when lands adjacent to water bodies are subdivided, a strip of land be dedicated as environmental reserve or environmental reserve easement, etc...

Policy No. 69 – Shall/May Brazeau County **shall/may** require as part of a subdivision application the dedication of lands within the subdivision area be subdivided as environmental reserve, etc...

Policy No. 70 – Shall/May - Brazeau County **shall/may** protect and retain significant tree stands in public spaces that are owned and controlled by Brazeau County wherever possible.

Policy No. 71 – **no change** - Brazeau County **may** require the preparation of an Environmental Impact Assessment for any proposed development that may have a negative impact on the natural environment.

Policy No. 72 – May – In determining whether an Environmental Site Assessment is required, the Development Authority **may** consider...

Policy No. 73 – **no change** - Brazeau County **shall** require evidence from a qualified professional that appropriate restoration and remediation measures have been carried out on a property containing environmental contaminants...

Policy No. 74 – **no change** - Brazeau County **shall** require management and reclamation plans for natural resource extraction operations that operate on privately owned land.

Policy No. 75 – **no change** - Brazeau County **shall** encourage the practice of water conservation for all existing and planned developments.

Policy No. 76 – **no change** - Brazeau County **may** consider the transfer of title of environmentally sensitive areas to non-profit societies and organizations that can effectively preserve and manage these lands in the long term.

Policy No. 77 – **no change** - Brazeau County **shall** have regard for the integrity of culturally significant landscapes and view scapes when considering land use and development applications.

Policy No. 78 – **no change** - Brazeau County **shall** require that lands dedicated as environmental reserve remain in their natural state except where parks and active transportation trails are developed to provide regional trail systems and park sites.

Generally speaking, any policy regarding the protection and preservation of the environment or the protection and preservation of a watercourse or waterbody should be mandatory not an option.

Thanks...

**Dean Muhlber**

Senior Lands Officer – Bighorn / Edmonton District  
Lands Delivery & Coordination South Region – Lands Division  
Obsidian Energy Facility, Main Floor  
6521-50 Ave, Drayton Valley, AB, T7A 1S6  
Office: 780-514-3413 / Cell: 780-898-3748



Classification: Protected A



## Chandra Dyck

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**From:** Jarvis Grant <jgrant@county10.ca>  
**Sent:** Tuesday, June 29, 2021 2:08 PM  
**To:** Planning  
**Subject:** Proposed MDP Amendment

Good Afternoon,

Please find the County of Wetaskiwin's comments respecting the proposed MDP amendment:

Policy 66 – Do not support the removal of the second 'shall'.

Policy 68 – Do not think changing the 3<sup>rd</sup> 'shall' to 'may' produces the desired effect. If they choose to require, do they still want minimum 6 m?

Policy 70 – The first 'shall' should remain as it states at the end 'whenever possible' which basically makes it a may. If it is changed to 'may' then the 'whenever possible' could be removed.

Policy 71 – Do not support this change. It says they 'may' require and if they do, all the 'shall' should stay.

Policy 78 – Do not support, the policy supports the wording in the MGA and there should be no 'may'.

Jarvis Grant  
Development Officer  
County of Wetaskiwin No. 10  
780-361-6222

## Chandra Dyck

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**From:** Feinan Long <Feinan.Long@parklandcounty.com>  
**Sent:** Friday, July 23, 2021 10:59 AM  
**To:** Planning  
**Cc:** Karen Oxley; Joshua Culling  
**Subject:** Parkland County comments re: your file 21A-004  
**Attachments:** Parkland County comments - Brazeau Co MDP amendments.pdf

Good morning,

Thank you for the opportunity to review and comment on the above noted MDP amendment referral. Please see attached for Parkland County comments.

If you have any questions or concerns, please feel free to reach out to me.

Thank you,

**Feinan Long, RPP, MCIP** | Corporate Planning & Intergovernmental Advisor | Parkland County | 53109A HWY  
779, Parkland County, Alberta T7Z 1R1  
Office: 780-968-8888 ext. 8381 | Fax: 780 968 8444 | [feinan.long@parklandcounty.com](mailto:feinan.long@parklandcounty.com) | [www.parklandcounty.com](http://www.parklandcounty.com)



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July 23, 2021

**Our File No.** IR-2021-033*Delivered via e-mail*

Brazeau County  
7410 Township Road 494, PO Box 77  
Drayton Valley AB., T7A 1R1

To Whom It May Concern,

**Subject: Proposed Municipal Development Plan Amendment Bylaw 081-21 – Parkland County Comments**

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Thank you for the opportunity to review and provide comments on Brazeau County's proposed Municipal Development Plan (MDP) amendments. Parkland County has identified concerns with the easing of environmental requirements under the MDP as they relate to our shared Intermunicipal Development Plan (IDP).

**Brazeau County / Parkland County Intermunicipal Development Plan (IDP) Bylaw 2018-13**

Policies in the approved IDP are legislatively required to align with the policies of each municipality's planning documents. It is noted that a number of the proposed amendments to Brazeau's MDP contravene the agreed upon policies of the IDP. Specifically, the proposed amendments to Brazeau MDP Policies 65, 66, and 74 may conflict with IDP policies 5.5, 6.11, 7.2 and potentially 7.3 should further amendments to the Brazeau County Land Use Bylaw be proposed. It is also noted that these policies have links to higher level Provincial Legislation including the Municipal Government Act and the requirements of the Alberta Energy Regulator and Alberta Environment and Parks.

**Brazeau County Municipal Development Plan Proposed Amendments - Bylaw 081-21**

Parkland County has undertaken a review of the proposed policy amendments and has identified concerns regarding our shared environmental features, including the North Saskatchewan River and the lands within our shared IDP boundary. The existing policies being amended reflect standard policy practices used across the region. In some cases, the proposed wording changes from "shall" to "may" *may* not pose significant adverse impacts to the environment so long as Brazeau County sets strong criteria either through policies embedded within the MDP or separate Council Policies.

Parkland County has reviewed the proposed policy amendments and provides the following specific comments:

MDP Policy	Policy Text with Proposed Amendment	Parkland County Comment on Amendment
65	<p>Brazeau County <del>shall</del> <b>may</b> require the protection and preservation of natural areas wherever possible by one or more of the following means:</p> <ul style="list-style-type: none"> <li>• Environmental reserve dedication;</li> <li>• Municipal reserve dedication;</li> <li>• Environmental reserve easements;</li> <li>• Conservation easements;</li> <li>• Donations and bequests;</li> <li>• Covenants registered on private titles; and</li> <li>• Acquisition through purchase or land trades.</li> </ul>	<p>Easing of this policy statement <i>may be</i> appropriate, <i>only if</i> Brazeau were to implement updated detailed criteria for environmental study, conservation, and stewardship by way of Council Policy. As proposed, this amendment conflicts with IDP Policy 7.2:</p> <p><i>Environmental Reserve – Both Counties shall follow Provincial regulations as it pertains to the dedication, classification and use of Environmental Reserve, Municipal Reserve and Conservation Reserve in an effort to maintain the integrity of the systems identified (in Map 3 of the IDP).</i></p> <p><b>Parkland County does not support this amendment as proposed as it conflicts with the IDP.</b></p>
66	<p>Brazeau County <del>shall</del> <b>may</b> not permit development in areas that are prone to erosion, landslides, subsidence, seasonal flooding or are within the 1:100 flood plain, or any other natural or human-induced hazards affecting the local environment. The boundaries of areas may be identified by qualified professionals. Development on or in close proximity to hazardous areas may be considered if supported by a geotechnical analysis prepared by a qualified professional. The Development Authority may consider recommendations by applicable provincial and federal departments and agencies in determining setbacks from hazardous areas.</p>	<p>This original policy statement aligns with Provincial Legislation including the Subdivision and Development Regulations, and has links to a number of environmental policies within the IDP.</p> <p><b>Parkland County does not support this amendment as proposed as it conflicts with the IDP.</b></p>



74	Brazeau County <del>shall</del> <b>may</b> require management a reclamation plans for natural resource extraction operations that operate on privately owned land.	<p>If amended, this policy statement is ambiguous as it does not identify when management and reclamation plans would be required. Parkland notes that amendments to this policy as proposed may conflict with Policy 5.5 of the IDP which states:</p> <p><i>Responsible Resource Extraction: Parkland County and Brazeau County recognize the importance of responsible extraction. Any new or expanding proposal within the Plan Area shall:</i></p> <ul style="list-style-type: none"> <li><i>a) Be referred for review and comment;</i></li> <li><i>b) Comply with all municipal, provincial, and federal regulations and permitting.</i></li> </ul> <p><b>Parkland County does not support this amendment as proposed as it may conflict with the IDP.</b></p>
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In closing, Parkland County has concerns with the “blanket” approach to the easing of Brazeau County MDP’s environmental policies, and the potential impact it may have on our shared sensitive landscapes particularly within our IDP boundary. Parkland County notes that some of the proposed MDP amendments may be appropriate only if a detailed set of evaluation criteria can be established (i.e. through Council Policies) in advance of, or following, any such amendments.

Yours truly,



Feinan Long, RPP, MCIP  
Planner, Planning and Development Services

CC: Karen Oxley, Planner, Planning and Development Services





## Shannon Campbell

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**From:** Matt Ellis <mellis@draytonvalley.ca>  
**Sent:** Wednesday, June 30, 2021 5:22 PM  
**To:** Shannon Campbell; Planning; Lynden Fischer; Shawn McKerry; Annette Driessen; Lowani Mubanga; Owen Olynyk; Fire Chief  
**Subject:** RE: 21A-004 Brazeau - Municipal Development Plan Amendment Referral  
**Attachments:** TODV response letter County MDP amendment 1081-21.pdf

Good Afternoon Shannon,

Thank you for sending us the referral package for this Municipal Development Plan (MDP) Amendment. Please see our attached letter of opposition to be considered at your July 6<sup>th</sup>, 2021 Council meeting prior to First Reading. If the proposed Bylaw to amend the MDP is given first Reading, more detailed comments will follow.

Best Regards,



DRAYTON VALLEY

Matt Ellis, BES, RPP, MCIP  
Senior Planner &  
Assistant Director of Emergency Management  
Town of Drayton Valley  
5120-52 Street, Box 6837 Drayton Valley, AB T7A 1A1  
P: 780-514-2203 | F: 780-542-5753 | C: 780-514-2963  
E: [mellis@draytonvalley.ca](mailto:mellis@draytonvalley.ca)



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**From:** Shannon Campbell <SCampbell@brazeau.ab.ca>  
**Sent:** June 15, 2021 3:55 PM  
**To:** waterapprovals.reddeer@gov.ab.ca; AEP.Flood@gov.ab.ca; water@nswa.ab.ca; fisheriesprotection@dfo-mpo.gc.ca; sandra@epbrparkscouncil.org; bev@epbrparkscouncil.org; nuzhat.butt@gov.ab.ca; TransDevelopmentStonyPlain@gov.ab.ca; Matt Ellis <mellis@draytonvalley.ca>; cpashulka@clearwatercounty.ca; planninginfo@yellowheadcounty.ab.ca; intermunicipal@leduc-county.com; intermunicipalreferrals@parklandcounty.com; jgrant@county.wetaskiwin.ab.ca; Therese Wiebe <cao@breton.ca>  
**Subject:** 21A-004 Brazeau - Municipal Development Plan Amendment Referral

Good Afternoon,

Please find attached our referral package for the above mentioned file for your review and comment. Brazeau County Council is proposing to amend Section 6.5 Natural Environment of the Brazeau County Municipal Development Plan, to replace all occurrences of the word "shall" with the word "may". We look forward to your response by July 23, 2021. In the event that we have not heard from you by this date, we will process the amendment as though you have no comments or concerns.

Thank you,

**Shannon Campbell**  
Planning Technician

June 30, 2021

Reeve Bart Guyon and members of Council  
Brazeau County  
7401 Township Road 494, P.O. box 77  
Drayton Valley, AB  
T7A 1R1

Dear Mr. Reeve Guyon,

RE: Proposed Municipal Development Plan (MDP) Amendment Bylaw 1081-21.  
Your File: 21A-004

---

Thank you for providing the Town with the enclosed referral package and opportunity to comment regarding proposed Bylaw 1081-21 to amend Section 6.5 (Natural Environment) of Brazeau County Municipal Development Plan (MDP) 770-11.

To begin, the Town in no way wishes to impede responsible development or the economic progress of the County as our municipal neighbours and partners. The Town has and still maintains the strong belief that development in either municipality benefits both. Collectively, we are stronger when we work together and are weaker when we operate in isolation. An obvious example, amongst many, of this is that development in the County often leads to houses being completed in the Town, future residents eating in our restaurants, shopping in our stores and so on. Conversely, development in the Town often leads to jobs being created in the County. However, development of any kind must not occur at the expense of environmental health and safety. Appropriate environmental safeguards must remain in place and must be enforceable where development is proposed in proximity to environmentally sensitive and/or hazardous areas. Replacing the term "shall" with the term "may" in most (if not all) of the policies within Section 6.5 (Natural Environment) of Brazeau County MDP 770-11 weakens the policies so much that they are not enforceable.

Generally speaking, Town Council and Administration feel this proposed MDP amendment contravenes the core purposes of municipalities as per the Municipal Government Act (MGA). Specifically, Section 3 of the MGA States:

*"The purposes of a municipality are:*

*(a) to provide good government,*

*(a.1) to foster the well-being of the environment,*

*(b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,*

*(c) to develop and maintain safe and viable communities, and*

*(d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services”*

Proposed Bylaw 1081-21 to amend Section 6.5 (Natural Environment) of the Brazeau County MDP 770-11 contravenes each of the above-mentioned subsections of the MGA. Furthermore, this amendment affects Town interests if development is proposed in proximity to environmentally sensitive/ hazardous areas and our shared boundary.

Lastly, , the proposed MDP amendment contravenes the Goals/Objectives of Brazeau County-Town of Drayton Valley Intermunicipal Development Plan (IDP) 2011/17/D that remains in effect and even Draft Brazeau County-Town of Drayton Valley IDP 2020/03/D (Brazeau County Bylaw 1045-20).

While we will provide further comments prior to the July 23, 2021 deadline as stated in your referral package, these preliminary comments are being provided to you so they are duly considered at the County's July 6<sup>th</sup>, 2021 Council Meeting. Town Council and Administration are united in its opposition to proposed Bylaw 1081-21 and respectfully request that First Reading on July 6<sup>th</sup>, 2021 be defeated or taken off as a Council item.

I welcome the opportunity to discuss this proposal with you at a mutually convenient time in the near future. You may contact me at 780-514-2203 or [mellis@draytonvalley.ca](mailto:mellis@draytonvalley.ca). We look forward to hearing from you.

Yours truly,



Matt Ellis, BES, RPP, MCIP  
Senior Planner  
The Town of Drayton Valley  
T 780-514-2203  
E [mellis@draytonvalley.ca](mailto:mellis@draytonvalley.ca)

c.c Lynden Fischer, Planning Manager, Brazeau County  
Shawn McKerry, Interim Chief Administrative Officer (CAO), Brazeau County  
Annette Driessen, Acting Chief Administrative Officer (CAO), town of Drayton Valley

Encl.





## Shannon Campbell

---

**From:** Terri Wiebe <cao@breton.ca>  
**Sent:** Friday, July 16, 2021 11:44 AM  
**To:** Shannon Campbell  
**Cc:** Paige  
**Subject:** RE: 21A-004 Brazeau - Municipal Development Plan Amendment Referral

Good day

At the Council meeting on Wednesday night it was indicated that Council had no issue with the proposed changes to Section 6.5 of the MDP

Sincerely,

**Therese (Terri) Wiebe, CLGM**  
Chief Administrative Officer  
Village of Breton  
Box 480  
Breton, AB T0C 0P0  
Phone: 780-696-3636, Fax: 780-696-3590

---

**From:** Shannon Campbell <SCampbell@brazeau.ab.ca>  
**Sent:** Monday, July 12, 2021 1:17 PM  
**To:** waterapprovals.reddeer@gov.ab.ca; AEP.Flood@gov.ab.ca; water@nswa.ab.ca; fisheriesprotection@dfo-mpo.gc.ca; sandra@epbrparks council.org; bev@epbrparks council.org; nuzhat.butt@gov.ab.ca; TransDevelopmentStonyPlain@gov.ab.ca; Matt Ellis <mellis@draytonvalley.ca>; cpashulka@clearwatercounty.ca; planninginfo@yellowheadcounty.ab.ca; intermunicipal@leduc-county.com; intermunicipalreferrals@parklandcounty.com; jgrant@county.wetaskiwin.ab.ca; Therese Wiebe <cao@breton.ca>  
**Subject:** RE: 21A-004 Brazeau - Municipal Development Plan Amendment Referral

Good Afternoon,

Further to my referral email below, please see the attached letter identifying a Revision to proposed Bylaw 1081-21, requested by Brazeau County Council. We look forward to any responses to this revision by July 23, 2021. In the event that we have not received any additional comments, we will process the amendments as though you have no comments or concerns.

Thank you,

**Shannon Campbell**  
Planning Technician  
Planning and Development Department

**Brazeau County**  
Box 77 – 7401 Twp Rd 494  
Drayton Valley, Alberta  
T7A 1R1  
Tel: 780-542-7777 Fax: 780-542-7770  
[www.brazeau.ab.ca](http://www.brazeau.ab.ca)

## **Appendix E**

### **Relevant Legislation and Policy**

#### **Municipal Government Act**

##### **Consistency of plans**

**638(1)** A municipal development plan must be consistent with any intermunicipal development plan in respect of land that is identified in both the municipal development plan and the intermunicipal development plan.

**(2)** An area structure plan and an area redevelopment plan must be consistent with

- (a) any intermunicipal development plan in respect of land that is identified in both the area structure plan or area redevelopment plan, as applicable, and the intermunicipal development plan, and
- (b) any municipal development plan.

**(3)** An intermunicipal development plan prevails to the extent of any conflict or inconsistency between

- (a) a municipal development plan, an area structure plan or an area redevelopment plan, and
- (b) the intermunicipal development plan

in respect of the development of the land to which the conflicting or inconsistent plans apply.

**(4)** A municipal development plan prevails to the extent of any conflict or inconsistency between

- (a) an area structure plan or an area redevelopment plan, and
- (b) the municipal development plan.

RSA 2000 cM-26 s638;2015 c8 s65;2020 c39 s10(23)

##### **Environmental reserve**

**664(1)** Subject to section 663 and subsection (2), a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision to provide part of that parcel of land as environmental reserve if it consists of

- (a) a swamp, gully, ravine, coulee or natural drainage course,
- (b) land that is subject to flooding or is, in the opinion of the subdivision authority, unstable, or
- (c) a strip of land, not less than 6 metres in width, abutting the bed and shore of any body of water.

**(1.1)** A subdivision authority may require land to be provided as environmental reserve only for one or more of the following purposes:

- (a) to preserve the natural features of land referred to in subsection (1)(a), (b) or (c) where, in the opinion of the subdivision authority, those features should be preserved;
- (b) to prevent pollution of the land or of the bed and shore of an adjacent body of water;
- (c) to ensure public access to and beside the bed and shore of a body of water lying on or adjacent to the land;
- (d) to prevent development of the land where, in the opinion of the subdivision authority, the natural features of the land would present a significant risk of personal injury or property damage occurring during development or use of the land.

**(1.2)** For the purposes of subsection (1.1)(b) and (c), “bed and shore” means the natural bed and shore as determined under the *Surveys Act*.

**(2)** If the owner of a parcel of land that is the subject of a proposed subdivision and the municipality agree that any or all of the land that is to be taken as environmental reserve is instead to be the subject of an environmental reserve easement for the protection and enhancement of the environment, an easement may be registered against the land in favour of the municipality at a land titles office.

**(3) The environmental reserve easement**

- (a) must identify which part of the parcel of land the easement applies to,
- (b) must require that land that is subject to the easement remain in a natural state as if it were owned by the municipality, whether or not the municipality has an interest in land that would be benefitted by the easement,
- (c) runs with the land on any disposition of the land,
- (d) constitutes an interest in land in the municipality, and
- (e) may be enforced by the municipality.

**(4) An environmental reserve easement does not lapse by reason only of**

- (a) non-enforcement of it,
- (b) the use of the land that is the subject of the easement for a purpose that is inconsistent with the purposes of the easement, or
- (c) a change in the use of land that surrounds or is adjacent to the land that is the subject of the easement.

**(5) When an easement is presented for registration under subsection (2), the Registrar must endorse a memorandum of the environmental reserve easement on any certificate of title relating to the land.**

**(6) Despite section 48(4) of the *Land Titles Act*, an easement registered under subsection (2) may be removed only pursuant to section 658(3.1).**

**(7) An environmental reserve easement is deemed to be a condition or covenant for the purposes of section 48(4) and (6) of the *Land Titles Act*.**

**(8) Subject to subsection (7), this section applies despite section 48 of the *Land Titles Act*.**

**(9) A caveat registered under this section prior to April 30, 1998 is deemed to be an environmental reserve easement registered under this section.**

RSA 2000 cM-26 s664;2016 c24 s115

**Agreement respecting environmental reserve**

**664.1(1)** In this section, “subdivision approval application” means an application under section 653 for approval to subdivide a parcel of land referred to in subsection (2).

**(2)** A municipality and an owner of a parcel of land may, before a subdivision approval application is made or after it is made but before it is decided, enter into a written agreement

- (a) providing that the owner will not be required to provide any part of the parcel of land to the municipality as environmental reserve as a condition of subdivision approval, or
- (b) providing that the owner will be required to provide part of the parcel of land to the municipality as environmental reserve as a condition of subdivision approval, and specifying the boundaries of that part.

**(3)** Where the agreement provides that the owner will not be required to provide any part of the parcel of land to the municipality as environmental reserve, the subdivision authority must not require the owner to provide any part of the parcel as environmental reserve as a condition of approving a subdivision approval application.

**(4)** Where the agreement specifies the boundaries of the part of the parcel of land that the owner will be required to provide to the municipality as environmental reserve, the subdivision authority must not require the owner to provide any other part of the parcel as environmental reserve as a condition of approving a subdivision approval application.

**(5)** Subsections (3) and (4) do not apply on a subdivision approval application where either party to the agreement demonstrates that a material change affecting the parcel of land occurred after the agreement was made.

2016 c24 s116



## Intermunicipal Development Plan with County of Wetaskiwin No. 10

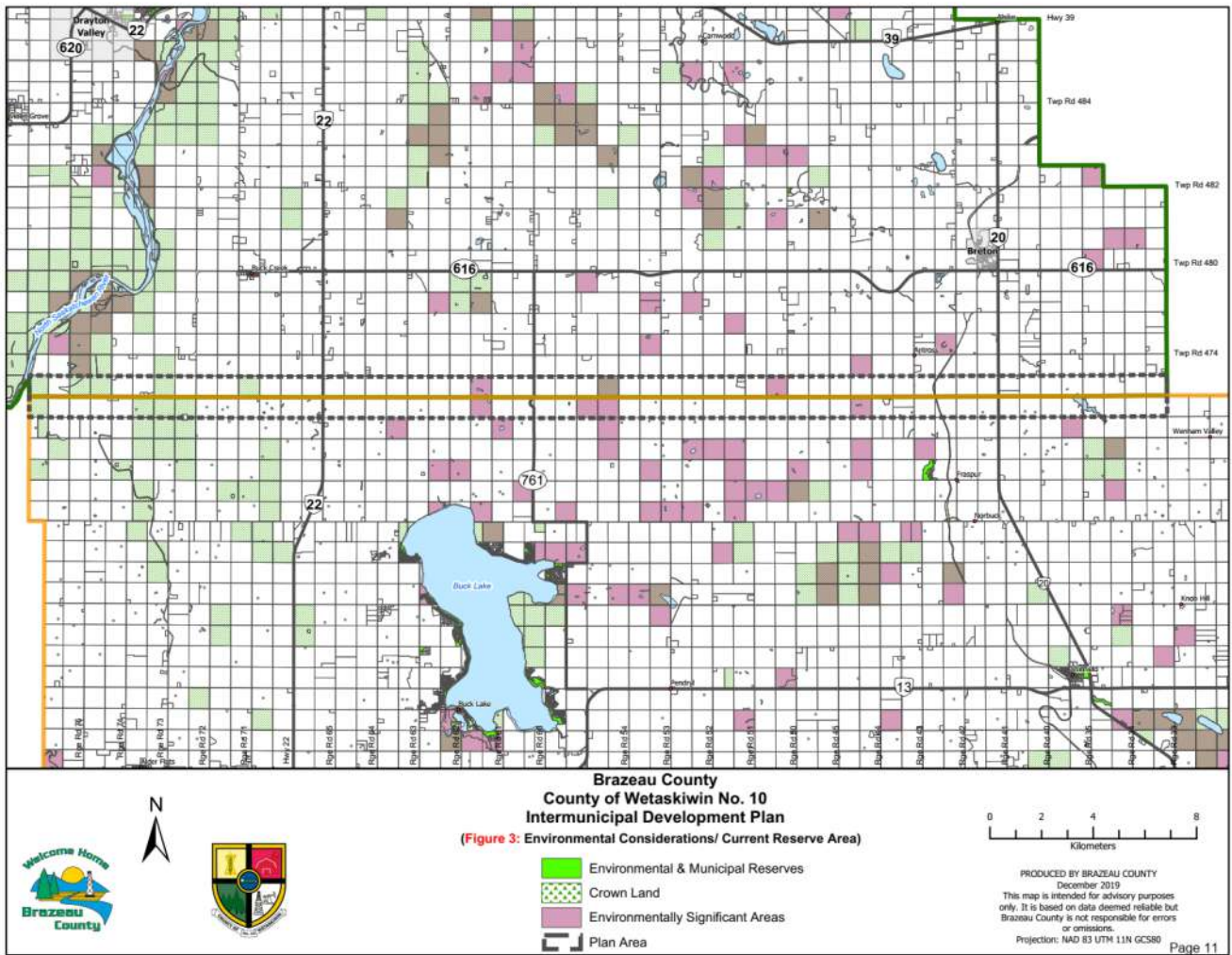
### G. LAND USE POLICIES

- 8) Both Counties shall support watershed management and protection best practices.

### J. ENVIRONMENTAL MATTERS

- 1) The Counties will promote environmental stewardship and the health of the regional ecosystem, watersheds, wetlands, and provincially environmentally significant areas (ESAs)\* within the Plan Area.
- 2) Through respective Land Use Bylaws, both municipalities shall enforce appropriate development setbacks from waterbodies, watercourses, and hazardous landscapes. The governing municipality may require the applicant to supply recommendations, prepared by a qualified professional, regarding development setbacks and/or other required mitigation measures.
- 3) Land use and development in flood prone areas is generally discouraged, but where it is considered by the host County, it shall be carefully regulated such that there is no negative effect on the adjacent County.
- 4) Landowners and residents shall be encouraged to follow water conservation practices, as established by their respective County.
- 5) Both Counties will endeavour to ensure all sources of potable water supplies within their respective jurisdictions are protected and meet provincial guidelines for water quality.
- 6) Current environmental and municipal reserve, Crown land and provincially identified ESAs are illustrated on Figure 3. Both Counties shall follow provincial regulations as it pertains to the dedication, classification and use of environmental reserve, municipal reserve, and conservation reserve in an effort to maintain the integrity of the systems identified in Figure 3.

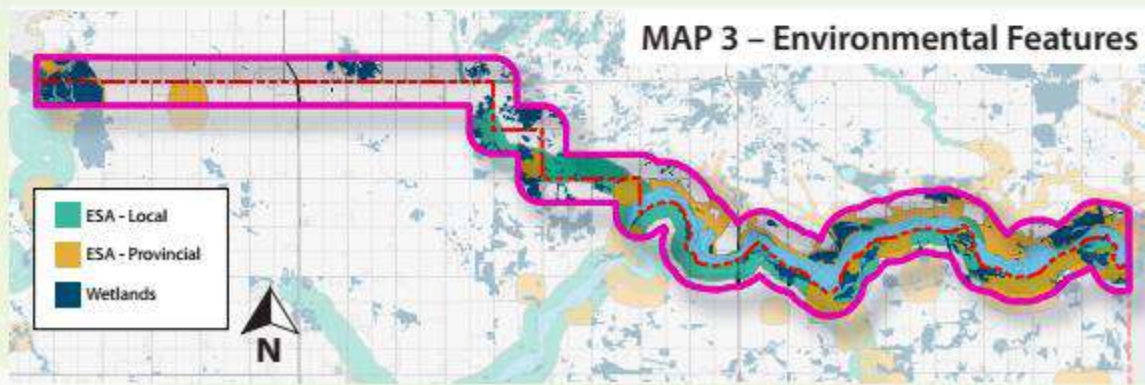
\*Note: **Environmentally Significant Areas** means an area of land that generally has an important role in the long-term maintenance of: (1) biological diversity, (2) physical landscape features, (3) ecological services and function, and/or (4) other natural processes. A quarter section must have an overall ESA value of greater than 0.189 to be designated as an “Environmentally Significant Area” in the province of Alberta.



## Intermunicipal Development Plan with Parkland County

### 7 ENVIRONMENTAL POLICIES:

- 7.1 **Environmentally Significant Areas** – Wetlands and Environmentally Significant Areas of local and provincial significance have been identified within Map 3.
- 7.2 **Environmental Reserve** – Both Counties shall follow Provincial regulations as it pertains to the dedication, classification and use of Environmental Reserve, Municipal Reserve, and Conservation Reserve in an effort to maintain the integrity of the systems identified in Map 3.
- 7.3 **Setbacks from Natural Areas and Hazardous Landscapes** – Through respective Land Use Bylaws, both municipalities shall enforce appropriate development setbacks from the North Saskatchewan River, waterbodies, watercourses, and hazardous landscapes. The governing municipality may require the applicant to supply recommendations, prepared by a qualified professional, regarding development setbacks and/or other required mitigation measures.
- 7.4 **Ecosystem Health** – Both municipalities will promote environmental stewardship and the health of the regional ecosystem, watersheds, wetlands, and environmentally significant areas within the Plan Area.
- 7.5 **Connectivity** – Where appropriate, both municipalities may collaborate on the establishment of wildlife corridors and planned trail network(s) for passive and recreational enjoyment.
- 7.6 **Open Space** – Both municipalities recognize the wide diversity of open spaces within the Plan Area and may seek to identify future open space opportunities.
- 7.7 **Watershed Management** – Both municipalities shall recognize the importance of wetlands, riparian areas, watercourses and waterbodies, and will collaborate when reviewing proposals which may impact watershed(s) within the Plan Area. Participation by both municipalities in regional watershed alliance groups will be encouraged, and information and recommendations provided may be considered, where appropriate.



# Intermunicipal Development Plan with Town of Drayton Valley

## 3. GOALS AND GUIDING PRINCIPLES

The following guiding principles have been applied in preparing the policies contained in this Growth Management Plan. These principles have been agreed to by both municipalities.

- 3 Cooperate in the protection of the North Saskatchewan River and tributary streams located in both municipalities.
- 4 Ensure proper measures are taken to protect the integrity of the natural environment in considering new development that may result in contamination and hazardous conditions.

## 4. PLAN POLICIES

### 4.1 The Growth Management Plan Area

#### **Neighbourhood Area Structure Plan**

- 1.1.1 Applicants of multi-parcel subdivisions of more than four (4) parcels shall comply with the provisions of the applicable Area Structure Plan and, at the discretion of the County, prepare a more detailed Neighbourhood Area Structure Plans (NASP) that considers the following factors:
  - a) A statement of compliance with the applicable Area Structure Plan;
  - b) Identification and rationalization of the area to be subdivided;
  - c) Proposed land use districting;
  - d) The location, area and proposed dimensions of all parcels, roads and points of access to all the proposed parcels;
  - e) The portions thereof which the applicant proposes to register and all subsequent stages;
  - f) An examination of existing land uses and physical features, including vegetation, wetlands and dugouts, watercourses and topographic information (1 metre contours) showing excessive slopes and potential for slumping, erosion and flooding;
  - g) Impact on the natural environment and measures for the protection of significant natural areas;
  - h) Provision of municipal and/or environmental reserve;
  - ...

**Development Permit  
Application  
Requirements**

- 1.1.2 Applicants for development permits shall comply with the applicable Area Structure Plan, and/or Neighbourhood Area Structure Plan and, at the discretion of the County, may be required to submit the following information in support of the development permit application:
- a) A statement of compliance with the applicable Area Structure Plan and/or Neighbourhood Area Structure Plan;
  - b) Proposed land use districting;
  - c) Physical characteristics and limitations of the land, including: excessive slopes and potential for slumping, erosion and flooding, vegetation, wetlands and dugouts, and watercourses and topographic information (1 meter contours);
  - d) Impact on the natural environment and measures for the protection of significant natural areas;
- ...

## **Intermunicipal Development Plan with Village of Breton**

### **6.0 ENVIRONMENTAL POLICIES**

Brazeau County and the Village of Breton will promote environmental stewardship and the health of the regional ecosystem, watersheds, wetlands and environmentally significant areas within the Plan Area. Open Space and provincially identified Environmentally Significant Areas have been identified on Figure 3.

#### **6.1 *Environmental Reserve***

Brazeau County and the Village of Breton shall follow Provincial Regulations as they pertain to the dedication, classification and use of Environmental Reserve, Municipal Reserve and Conservation Easements and any other applicable municipal policy in an effort to maintain ecosystem health.

#### **6.2 *Watershed Management***


Both municipalities recognize the importance of wetlands, riparian areas, watercourses and waterbodies, and will collaborate when reviewing proposals which may impact watershed(s) in the Plan Area.

#### **6.3 *Setbacks from Natural Areas***

Through respective Municipal Development Plan, Land Use Bylaw, and other policies, both municipalities shall enforce appropriate setbacks from waterbodies, watercourses, other sensitive natural areas and hazardous landscapes. The governing municipality may require the applicant to supply recommendations, prepared by a qualified professional, regarding development setbacks and/or other required mitigation measures. Recommendations shall be considered in future planning or subdivision development applications





<b>BRAZEAU COUNTY</b>		
<b>REQUEST FOR COUNCIL DECISION</b>		
SUBJECT:	Cemetery Bylaw 1083-21	
DATE TO COUNCIL:	August 3, 2021	
SUBMITTED BY:	Lee Chambers, Director of Community Services	
ENDORSED BY:		
REVIEWED BY CAO:	S. McKerry, Interim CAO	
FILE NO:		

### **RECOMMENDED ACTIONS:**

That Council provide third reading to proposed Bylaw 1083-21 "Cemetery Bylaw".

### **1. TOPIC DEFINED**

#### **Executive Summary**

Following discussion on cemetery interment practices during the June 1, 2021 regular meeting of Council, the following motion passed:

**496/21-06-01** Moved by A. Heinrich to direct Administration to amend Bylaw 947-17 to allow residents to dig a hole for cremated remains, if Administration marks the site, the applicant signs a waiver, and follows provincial guidelines if applicable, with no associated fees and bring back to Council for all three readings.

#### **CARRIED**

Administration has reviewed the existing Cemetery Bylaw 947-17 and plot sale contract. The sales contract includes a clause where the applicant releasing the County of responsibility for any damages to the plot, monuments, markers, or gravestones. Administration will ensure that all applicants sign the sales agreement. A review of the existing Bylaw has prompted an amendment to section 7.3 through the addition of a sub-clause that includes an additional live regarding residency:

**7.3** *Except as permitted in this Bylaw or by the CAO, no person except County personnel shall dig, open a Grave Lot or Niche or close a Grave or Niche.*

*a. should an applicant wish to bury cremated remains they shall be permitted the ability to do so on their own provided:*

*I. no full burial exists in the plot in question;*

*II. the site(s) has been marked by the County;*



- III. *the individual to be interred was a current resident of the area, was a resident in the past, or be a member of the immediate family of the applicant;*
- IV. *all required paperwork is completed, including the provision of a copy of the burial permit and/or cremation certificate;*
- V. *the applicant shall not use power driven tools to dig the hole;*
- VI. *the depth of the hole must allow for a minimum of 8" soil cover over the cremated remains, and may only be a maximum of 24" deep; and*
- VII. *the hole may be a maximum of 18" in diameter.*

Attached, for Council's review and consideration, is the draft Cemetery Bylaw 1083-21. This Bylaw received First and Second Reading during the July 20, 2021, regular Meeting of Council.

**Relevant Policy:**

Bylaw 947-17 and the *Cemeteries Act*

**Strategic Relevance:**

Strategic Goal #2, 3, and 6

**2. ANALYSIS OF RECOMMENDED ACTION**

That Council provide third reading to proposed Bylaw 1083-21 "Cemetery Bylaw".

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>- Ensures no delays should burial requests come forward</li> <li>- No cost implications to the County</li> </ul>	<ul style="list-style-type: none"> <li>- None identified</li> </ul>

**3. IMPLICATIONS OF RECOMMENDATION**

**Operational:** None

**Financial:** None

**Attachments:**

- Draft Bylaw 1083-21 Cemetery Bylaw

## **BRAZEAU COUNTY**

### **BYLAW NO: 1083-21**

#### **BEING A BYLAW OF BRAZEAU COUNTY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH REGULATIONS FOR THE OPERATION OF MUNICIPAL CEMETERIES.**

**WHEREAS**, Section 7 of the *Municipal Government Act*, R.S.A. 2000 c. M-26 as amended, provides that Council may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; people, activities and things in, on or near a public place or place that is open to the public; nuisances, including unsightly property; and services provided by or on behalf of the municipality;

**WHEREAS**, the Council of Brazeau County wish to regulate the operation of cemeteries in Brazeau County;

**NOW THEREFORE** the Council of Brazeau, duly assembled, enacts as follows:

1. TITLE AND DEFINITIONS .....	3
2. ORGANIZATION, OPERATION AND MANAGEMENT OF CEMETERIES .....	5
3. FEES .....	5
4. PERPETUAL CARE FUND .....	6
5. SALES CONTRACTS, TRANSFER AND CANCELLATION .....	6
6. GRAVE LOTS AND NICHES.....	8
7. INTERMENT .....	9
8. INTERMENT IN A FIELD OF HONOUR .....	10
9. DISINTERMENT .....	10
10. MONUMENTS .....	11
11. MAINTENANCE AND FLOWERS .....	16
12. GENERAL RULES.....	16
13. PENALTIES.....	17
14. GENERAL.....	20

## **1. TITLE AND DEFINITIONS**

1.1. This Bylaw may be cited as the “Cemetery Bylaw”.

1.2. In this Bylaw:

- a. “Act” means the *Cemeteries Act*, R.S.A. 2000, c. C-3 as amended;
- b. “Base” refers to the bottom portion of a Monument;
- c. “Burial Permit” means a burial permit issued under the *Vital Statistics Act*, S.A 2007, c. V-4.1 as amended;
- d. “Cemetery” means County – owned land set apart or used as a place for the interment of deceased human bodies or other human remains;
- e. “Cemetery Plan” means a plan for a Cemetery identifying the location of Grave Lots and walks and roadways and other specific areas;
- f. “Cemetery Services” means the supplying of any service to be rendered at a Cemetery in respect of any Grave, Niche, or Monument;
- g. “Chief Administrative Officer” or “CAO” means a person appointed to a position under section 205 of the *Municipal Government Act*, R.S.A. 2000 c. M-26 as amended or their Designate;
- h. “Child” means any person two years of age up to and including twelve years of age;
- i. “County” means Brazeau County; a municipal corporation in the Province of Alberta;
- j. “Columbarium” means a structure designed for storing cremated human remains;
- k. “Council” means the municipal council of the County;
- l. “Contractor” means a person or individual paid fees by the County to provide services to a Cemetery;
- m. “Designate” means a person or individual appointed by the CAO for the purposes of implementing this bylaw;
- n. “Disinterment” means the digging up and removal of a body from a Grave Lot or the removal of cremated human remains from a Niche;

- o. "Employee" means a persons employed by the County;
- p. "Field of Honour" means the area of the Cemetery shown on the Cemetery Plan as being reserved for the burial of Veterans;
- q. "Flat Monument" means a Monument whose surface is level with the surrounding ground contour of that particular Grave Lot;
- r. "Flowers" mean artificial or real blooms or both;
- s. "Foundation" means a permanent support providing the base for a Monument;
- t. "Grave" means an excavation intended for the burial of human remains or cremated human remains;
- u. "Grave Lot" means the portion of land in a Cemetery that is sold or provided as a unit for one or more Graves;
- v. "Infant" means any person less than two years of age;
- w. "Interment" means:
  - I. the burial of deceased human remains or ashes within the boundaries of a Grave Lot; or
  - II. placing cremated human remains or ashes in a suitable container in a Columbarium or underground in a Grave Lot;
- x. "Monument" means any structure level with or above the ground and erected or constructed on any Grave Lot for memorial purposes;
- y. "Niche" means a single compartment of a columbarium for cremated human remains;
- z. "Owner" means a person who has purchased a Grave Lot or Niche;
- aa. "Sales Contract" means a contract between the County and a purchaser of Cemetery Services or of a Grave or Niche; and
- bb. "Veteran" has the meaning set out in the *War Veterans Allowance Act*, RSC. 1985, c.W-3, as amended;
- cc. "Violation Tag" means a tag or similar document issued by the County under the *Municipal Government Act*, RSA 2000, c.M-26, as amended; and

- dd. "Violation Ticket" means a ticket issued under Part 2 of the *Provincial Offences Procedure Act*, RSA 2000, c.P-34, as amended.

## **2. ORGANIZATION, OPERATION AND MANAGEMENT OF CEMETERIES**

- 2.1. The County shall keep available for public inspection all Cemetery Plans and any other information that may be required under the *Act*.
- 2.2. The County shall make Grave Lots available for the burial of indigent and unclaimed bodies pursuant to the *Act*.
- 2.3. The County shall make Grave Lots available to Veterans pursuant to the *Act*.
- 2.4. The CAO has general control of the operation of the Cemetery, which includes the authority to:
- a. distribute and sell or assign, for Interment purposes, parts of the Cemetery,
  - b. subject to this Bylaw and the *Act*, direct the manner in which Interment or Disinterment shall proceed;
  - c. oversee the general maintenance of the Cemetery;
  - d. specify the Cemetery's hours of access;
  - e. receive and account for all payments received from sales of Graves and Niches, and Cemetery Services;
  - f. prepare and maintain all records required to ensure the County's full compliance with the *Act*;
  - g. prepare for Council approval annual capital budgets and annual operating budget for the Cemeteries;
  - h. making expenditures in accordance with the approved capital budgets and operating budgets for the Cemeteries; and
  - i. execute Sales Contracts.

## **3. FEES**

- 3.1. The County shall charge fees for Grave Lots, Niches, Interment, Disinterment, Cemetery Services and any other applicable fees and charges as specified in the Schedule of Fees Bylaw, as amended.

#### **4. PERPETUAL CARE FUND**

- 4.1. The County shall set aside a percentage of the value of all Sales Contracts, including Grave lots, Niches and Cemetery Permits, to be used for Perpetual Care of the Cemetery.
- 4.2. Council shall set the percentage to be deposited into the Perpetual Care Fund in the Schedule of Fees Bylaw.
- 4.3. The County shall manage all funds or property received for the Perpetual Care Fund and may invest funds in accordance with the *Municipal Government Act, R.S.A. 2000 c. M-26* as amended.
- 4.4. The County may only use the interest and dividend income earned by the Perpetual Care Fund for the purpose of paying for the maintenance and upkeep of the Cemeteries.
- 4.5. The County may receive monetary gifts, bequests or donations from any person for the purpose of perpetual care, which it shall place in a perpetual care fund. The County shall use the monetary gifts, bequests or donations for perpetual care.

#### **5. SALES CONTRACTS, TRANSFER AND CANCELLATION**

- 5.1. Each purchaser of a Grave Lot, Niche or Cemetery Services or any or all of them shall execute a Sales Contract and receive a copy of the Sales Contract.
- 5.2. A Sales Contract shall include:
  - a. a detailed listing of the Cemetery supplies or Cemetery Services to be provided by the Cemetery and their cost;
  - b. the location and lot or compartment number of any Grave Lot , Niches, Monuments or structures that are being purchased; and
  - c. a statement disclosing what portion of the fees paid under the Sales Contract is for the provision of perpetual care.
- 5.3. No person may purchase more than 4 Grave Lots or Niches for any one Cemetery unless the CAO grants prior written approval for the purchase.
- 5.4. An Owner of a Grave Lot or a Niche shall use the Grave Lot or Niche only for Interment purposes.

- 5.5. No Interment is permitted to be undertaken, nor any marker, Monument, inscription or memorial to be placed until payment of all applicable fees and charges have been made in full.
- 5.6. An Owner of an unused Grave Lot or Niche may :
- a. sell the Grave Lot or Niche back to the County at 85% current market value of the plot at the date of resale; or
  - b. transfer an unused Grave Lot or Niche to another person upon receipt of prior written authorization from the CAO and upon completion of a transfer application from the Owner.
- 5.7. A transfer application shall include:
- a. the information specified on the form established by the CAO;
  - b. the original Sales Contract for the Grave Lot or Niche;
  - c. payment of the applicable fee;
  - d. if a Perpetual Care Fund contribution has not previously been paid, the applicable amount specified in the Schedule of Fees Bylaw as amended; and
  - e. such other information as the CAO may reasonably request.
- 5.8. Upon receipt of a completed transfer application, the CAO shall cancel the original Sales Contract and issue a new Sales Contract in the name of the Transferee and record the transfer in the Cemetery records.
- 5.9. The transferee must enter into a new Sales Contract with the County where the Sales Contract includes the provision of Cemetery Services or Cemetery supplies.
- 5.10. No person shall transfer a Sales Contract for a Grave Lot or Niche to another person unless the transfer is pursuant to this Bylaw.
- 5.11. Upon the application of an Owner, the County may cancel the Sales Contract and refund to the owner for services purchased an amount equal to the full original amount after deducting any expenses incurred by the County.



## **6. GRAVE LOTS AND NICHES**

### **Grave Lots**

- 6.1. All Grave Lots shall be of the following sizes:
- a. adult – not less than 2.8 m (length) X 1.2 m (width);
  - b. child – not less than 2.13 m (length) X 1.07 m (width);
  - c. infant – not less than 1.37 m (length) X 0.91 m (width); and
  - d. cremated remains – not less than 0.61m (length) X 0.61 m (width).
- 6.2. No adult Grave Lot shall contain more than 2 deceased human bodies and 4 sets of cremated remains. All other Grave Lots shall only contain 1 deceased human body or 2 set of cremated remains.
- 6.3. All interments of deceased human bodies must contain a grave liner.
- 6.4. The dimensions for Grave Lots applies only to Grave Lots sold after the adoption of this Bylaw.

### **Niches**

- 6.5. Each above ground Interment shall be in a Niche.
- 6.6. No Niche shall contain more than 2 sets of cremated remains unless prior written permission has been received from the CAO.
- 6.7. Any urn placed in a Niche:
- a. shall be made of durable materials that will not deteriorate over time to the satisfaction of the CAO; and
  - b. must not be taller than 12" in height.
- 6.8. Plaques and/or inscriptions for a Niche shall be approved by the CAO, and:
- a. may be placed or installed on each Niche provided that the applicable fees are paid and the Monument conforms to the requirements of this Bylaw;
  - b. shall consist solely of given names or initials and surnames together with years of birth and death or the age of the decedent; and

- c. shall be no more than 28 cm in length each, the surname lettering to be 1.9 cm in height, and given name and initial lettering to be 1.3 cm in height using a font that is specified by the CAO.

6.9. No person shall place portraits on the exterior of Columbaria.

6.10. No person shall alter, embellish or adorn any Niche without the prior written consent of the CAO.

## **7. INTERMENT**

7.1. Cemeteries only permit the interment of deceased human bodies or remains. No other interments are permitted.

7.2. No Interment shall be permitted in a Cemetery until the CAO:

- a. has a completed Sales Contract including the information specified on the form established by the CAO; and
- b. has received the appropriate Burial Permit.

7.3. Except as permitted in this Bylaw or by the CAO, no person except County personnel shall dig, open a Grave Lot or Niche or close a Grave or Niche.

- a. should an applicant wish to bury cremated remains they shall be permitted the ability to do so on their own provided:
  - I. no full burial exists in the plot in question;
  - II. the site(s) has been marked by the County;
  - III. the individual to be interred was a current resident of the area, was a resident in the past, or be a member of the immediate family of the applicant;
  - IV. all required paperwork is completed, including the provision of a copy of the burial permit and/or cremation certificate;
  - V. the applicant shall not use power driven tools to dig the hole;
  - VI. the depth of the hole must allow for a minimum of 8" soil cover over the cremated remains, and may only be a maximum of 24" deep; and
  - VII. the hole may be a maximum of 18" in diameter.

- 7.4. All Interments shall be subject to and comply with this Bylaw, the *Act*, and all applicable federal and provincial Acts and regulations.
- 7.5. All applications for an Interment must be made to the CAO at least 48 hours prior to the time of Interment and shall be made during regular office hours. Saturdays, Sundays and statutory or declared holiday hours shall not be counted for the purpose of this section.
- 7.6. No Interment shall take place outside the hours of 8:00 a.m. – 3:30 p.m. or on a Saturday, Sunday or statutory holiday unless:
- a. burial is necessary to comply with the *Public Health Act, R.S.A. 2000, P – 37*, as amended; or
  - b. special circumstances exist, which in the opinion of the CAO, warrant a departure from this section.
- 7.7. Interments occurring outside the days and times set out in section 7.6 may be subject to additional fees, including a charge for overtime if Cemetery personnel are required to remain after 3:30 p.m. or to attend on a Sunday or statutory holiday.
- 7.8. Interments of more than 1 deceased human body may only be permitted in areas designated by the CAO.
- 8. INTERMENT IN A FIELD OF HONOUR**
- 8.1. The County may designate a portion or portions of any Cemetery as a Field of Honour.
- 8.2. No person shall be interred in a Field of Honour until the information specified by the CAO has been received by the CAO.
- 8.3. No person other than a Veteran or the spouse of a Veteran shall be permitted to be interred in a Field of Honour.
- 9. DISINTERMENT**
- 9.1. No human remains or cremated remains shall be Disinterred from a Cemetery unless the CAO has received:
- a. a written request for Disinterment which complies with the *Act* and the *Vital Statistics Act, SA 2007, c.V-4.1* as amended;

- b. a Disinterment Permit (with the exemption of cremated remains); and
  - c. payment of all applicable fees.
- 9.2. The person requesting a Disinterment shall give complete and precise written instructions to the County. The County shall not be liable or responsible for any errors or omissions in relation to a Disinterment when the instructions provided to the County were incomplete, incorrect or lacked specificity.
- 9.3. The person requesting a Disinterment shall be responsible for all costs associated with the Disinterment.
- 9.4. No person shall Disinter a grave or niche in a Cemetery without prior written approval from the CAO.
- 9.5. No Disinterment shall be made of the first Interment from any double depth Grave Lot in which a second Interment has been made, unless the second Interment is Disinterred at the same time.
- 9.6. The County is not responsible for damage to any casket, urn or other container sustained during Disinterment.
- 9.7. A replacement casket or container may be required when Disinterring remains, the cost of which shall be payable by the person requesting Disinterment.

## **10. MONUMENTS**

- 10.1. The purchase and installation of Monuments shall be the responsibility of the Owner.
- 10.2. No Monument shall be installed, erected or placed within any Cemetery unless the Owner has obtained a Monument Permit from the CAO.
- 10.3. A Monument Permit shall include:
  - a. the information specified on the form established by the CAO;
  - b. payment of the applicable fee; and
  - c. such other information as the CAO may reasonably request.
- 10.4. Monument installation work may only be performed between May 1 to October 31, 8:00 a.m. – 3:30 p.m. Monday to Friday, excluding Saturdays, Sundays and statutory holidays. The person installing a Monument submit a completed Monument Permit to the County at least 7 days in advance of the installation.

10.5. All persons installing Monuments shall:

- a. not enter the Cemetery to perform work without the prior written consent of the CAO;
- b. submit a copy of their Workers Compensation and liability insurance coverage to the CAO;
- c. immediately cease work in the vicinity of a funeral until the conclusion of the service;
- d. remove all rubbish and surplus material as directed by the CAO, and
- e. be responsible for any damage or injury which occurs directly or indirectly as a result of their work.

10.6. If the County removes any rubbish or material left by a person installing a Monument, the County will remove it and charge the person responsible for the installation a fee as specified in the Schedule of Fees Bylaw.

10.7. Monuments shall be made of commercial grade granite, marble, field stone, bronze or stainless steel.

10.8. Concrete foundations are required for all Monuments.

10.9. No Monument within any Cemetery shall be altered or removed without prior written approval from the CAO.

10.10. Any Monument that is illegally placed or does not conform to this Bylaw will be removed at the expense of the person placing the Monument. Monuments installed prior the passing of this bylaw are permitted to be replaced, repaired or refurbished to their original dimensions.

10.11. The County does not own any Monument placed in a Cemetery and does not have any obligation to maintain or repair Monuments.

10.12. All Monuments, Foundations and bases shall be confined within the boundaries of the respective Grave Lots. All Monuments shall be placed in a manner as to maintain a consistent alignment with other Monuments on adjacent lots whenever possible.

- 10.13. Where the remains of 2 persons are buried side by side in adjacent Grave Lots, a Monument which provides for the commemoration of both persons may be used instead of two separate Monuments provided the single Monument is set midway between the two Grave Lots.
- 10.14. A Flat Monument is allowed in addition to a Monument where cremated remains are interred in an occupied adult Grave Lot. The Flat Monument shall be centered below and immediately adjacent to the existing Monument and shall conform to the Monument sizes stipulated in subsection 10.15. Both Monuments shall be made of the same material.
- 10.15. Each Monument which is upright shall:
- a. be made of granite, marble, field stone, bronze or wood;
  - b. not exceed:
    - I. for a single adult Grave Lot, does not exceed 122 cm (length) x 35.6 cm (width) x 182.9 cm (height);
    - II. for side by side adult Grave Lots – 233.7 cm (length) x 35.6 cm (width) x 182.9 cm (height);
  - c. be on a granite base that:
    - I. for a single adult Grave Lot, does not exceed 122 cm (length) x 40.6 cm (width) x 25.4 cm (height);
    - II. for side by side adult Grave Lots, does not exceed 243.8 cm (length) x 40.6 cm (width) x 25.4 cm (height);
    - III. is of the same matching stone and colour as the Monument; and
    - IV. has a maximum of 5 cm polished finish top and a smooth sawn bottom,
  - d. be securely fastened to the base using either:
    - I. a minimum dowel pin size of 1.3 cm diameter (dowel holes not to exceed 0.31 cm larger than the dowel diameter). Dowel pins must be not less than 15.24 cm in length, evenly extended into the Monument and Monument base; or
    - II. a commercial grade adhesive listing both the base and monument materials as acceptable uses.

10.16. Despite subsection 10.15, upright Monuments in historic sites designated on the Cemetery plot plan may be replaced based on the dimensions of the original Monument.

10.17. Each Flat Monument shall:

- a. be made of granite, marble or bronze;
- b. be centrally positioned at the head of the Grave Lot with the top surface of the Flat Monument set level with the surface of the surrounding ground;
- c. conform to one of the following measurements:
  - I. for a single Adult Grave Lot, including an attached vase, be a maximum of 91 cm (length) x 35.6 cm (width) and a minimum of 40 cm (length) x 25.4 cm (width);
  - II. for side-by-side Adult Grave Lots, including an attached vase, a maximum of 142.2 cm (length) x 45.7 cm (width), and a minimum of 81.3 cm (length) x 30.5 cm (width);
  - III. for a Child Grave Lot, a maximum of 91 cm (length) x 35.6 cm (width), and a minimum of 25.4 cm (length) x 25.4 cm (width);
  - IV. for an Infant Grave Lot, 30.5 cm (length) x 15.2 cm (width);
  - V. for a Grave Lot for cremated remains, a maximum of 35.6 cm (length) x 20.3 cm (width), and a minimum of 25.4 cm (width) x 20.3 cm (width);

10.18. If the Flat Monument is made of bronze, it shall:

- a. have the letters, numerals and ornamentation chased and buffed and shall not protrude more than 0.9 cm above the surface. Each casting shall be true and free from defects and roughness;
- b. be cast with at least 2 integral studs on the underside, the studs to be tapped or drilled to receive anchor lugs or bolts. These shall be non-corroding of a minimum diameter of 0.95 cm and of metal electrolytically similar to the Flat Monument;
- c. be installed on a granite base:
  - I. not less than 10.2 cm and not more than 13 cm in thickness;

- II. showing a smooth surface 5 cm wide around each edge of the bronze;
- III. having drilled holes, to accommodate the mechanical attachment of the Flat Monument with corrosion resistant, threaded bosses and washers, to be supplied by the person installing the Flat Monument; and
- IV. having, if required, a 11.4 cm diameter drilled hole to accommodate the invertible flower vase container.

10.19. All flower vases for ground installation shall be integral to the Flat Monument and shall be:

- a. provided with a container designed to be of sufficient strength to protect the vase in an inverted position in the ground;
- b. made of a resilient, corrosion-resistant material;
- c. securely attached by non-corrosive fasteners; and
- d. sealed at the bottom of the container except for a drainage hole no larger than 3.8 cm in diameter.

10.20. All Monuments installed within a Cemetery shall be subject to an inspection by the CAO.

10.21. All additional work to existing Monuments, including but not limited to re-surfacing, adding inscriptions, re-highlighting or repairing Monuments require prior written authorization by the CAO.

10.22. The CAO may arrange for the temporary removal of a Monument without the permission of the owner if, during the excavation of an adjoining Grave Lot or other works, removing the Monument is required to gain access to a Grave Lot. The County shall replace the Monument in its original position on the Grave Lot as soon as is reasonably possible. This work shall be done at the cost of the County.

10.23. If, in the opinion of the CAO, any Monument is found to be a hazard, and the disrepair has not been caused by Cemetery operations, the CAO may remove the Monument without permission of the owner and place it in storage. The CAO may provide the owner with 6 months' written notice requiring the monument to be repaired or replaced, at the cost of the owner, after which the County may discard the Monument.

10.24. If, in the opinion of the CAO, any Monument is in a state of disrepair which is detrimental to the maintenance and aesthetics of the Cemetery, and the disrepair



has not been caused by Cemetery operations, the CAO may issue the owner 30 days' written notice requiring the Monument to be repaired or removed at the cost of the owner. If after 30 days the Monument has not been repaired, the CAO may remove the Monument and place it in storage for a period of 6 months, after which the Monument may be discarded.

10.25. Any Monument repairs shall be repaired to the satisfaction of the CAO.

10.26. All Monuments installed prior to the passing of this bylaw are considered exempt from the provisions of section 11 until such time that they are removed or significantly altered. Replacement monuments thereafter shall be subject to the provisions of section 11.

## **11. MAINTENANCE AND FLOWERS**

11.1. The County shall provide reasonable perpetual care for the Cemeteries, Grave Lots, and Niches pursuant to the Sales Contracts. The County is not responsible for care of Monuments.

11.2. The County is not responsible for any missing vases, flowers, or wreaths.

11.3. The CAO may direct the removal, without notice, of items determined by the CAO to be unsightly or a nuisance with exception to Monuments as described in subsection 10.24.

11.4. Cut flowers, artificial flowers, wreaths and floral offerings are only permitted on Grave Lots and Niches until they become unsightly or they become a nuisance.

11.5. Vases are permitted only if they are affixed securely to a Monument or Niche.

11.6. No person may plant vegetation, including shrubs, trees, bulbs or flowers within a Cemetery unless the person obtains the prior written approval of the CAO.

11.7. No person shall remove the sod from any part of the Cemetery including Grave Lots unless the person obtains the prior written approval of the CAO.

11.8. No person shall erect upon a Grave Lot or in a Cemetery any fence, railing, wall, stone coping, hedge or any other structure.

## **12. GENERAL RULES**

12.1. No person shall operate an off highway vehicle or snowmobile within a Cemetery.

12.2. Leashed domestic animals are allowed to attend funeral services at Cemeteries.

- 12.3. Despite section 12.2, the CAO may permit horses within a Cemetery upon written authorization.
- 12.4. No person shall disturb persons assembled for a funeral, gravesite service or visitation.
- 12.5. Any person not behaving with proper decorum within a Cemetery or who is otherwise disturbing the peace and quiet of the Cemetery may be evicted.
- 12.6. No person shall destroy, damage, alter, write on, deface, or remove any Monument, structure, railing, fence, or other work for the protection, maintenance or ornamentation of any Cemetery, Columbarium or Grave Lot, or any vehicle, building, machinery, tool, equipment, or any other material placed or left in any Cemetery or Columbarium.
- 12.7. No person shall throw, abandon or otherwise dispose of rubbish anywhere within a Cemetery or Columbarium except in the receptacles specifically provided for that purpose by the County.
- 12.8. No person shall carry or discharge firearms in any Cemetery unless such person is participating in a military funeral and has lawful authority to bear such a firearm.
- 12.9. All persons and funeral processions in the Cemetery shall obey the instructions of the CAO.
- 12.10. No person shall drive a vehicle in a Cemetery at a speed of more than (20 km/h) and must adhere to the applicable laws in force at the time in the Province of Alberta.
- 12.11. The owner of any vehicle or any individual causing or contributing to damage to a Grave Lot, Monument, Columbarium, structure or any part of the lands or facilities shall be responsible for cost and expenses incurred by the County as a result of that damage.
- 12.12. Soliciting the sale of any commodity, advertising of any sort, or any other form of commercialized activity is prohibited, except as permitted by the County.
- 12.13. Nothing in this Bylaw relieves a person from compliance with any and all applicable Federal and Provincial laws or other bylaws of the County.

### **13. PENALTIES**

- 13.1. Any Person who contravenes any provision of this Bylaw is guilty of an offence and is liable on conviction to pay a penalty as set out in the Schedule of Fees Bylaw.

- 13.2. A community peace officer is authorized to issue a Violation Tag to any person who the community peace officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 13.3. A Violation Tag shall be served upon such a person personally, or in the case of a corporation, by serving the Violation Tag personally upon the manager, secretary or other executive officer, or person apparently in charge of a branch office, by mailing a copy to such person by registered mail, or in the case of an individual, by leaving it with a person on the premises who has the appearance of being at least 18 years of age.
- 13.4. The Violation Tag shall be in a form approved by the CAO and shall state:
- a. the name of the person;
  - b. the offence;
  - c. the appropriate penalty for the offence as specified in the Schedule of Fees Bylaw;
  - d. that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tags; and
  - e. any other information as may be required by the CAO.
- 13.5. Where a contravention of this Bylaw is of a continuing nature, a contravention constitutes a separate offence in respect to each day or part of a day on which it continues.
- 13.6. Where a Violation Tag is issued pursuant to this Bylaw, the person to whom a Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the County the penalty specified on the Violation Tag.
- 13.7. In those cases where a Violation Tag has been issued and the penalties specified on the Violation Tag have not been paid within the prescribed time, then a Community Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, as amended.
- 13.8. A Community Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket to any person whom the Community Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

- 13.9. Nothing in this Bylaw shall prevent conviction of an offence as prescribed under the *Act*.

DRAFT

#### **14. GENERAL**

14.1. Should any provision of this Bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

14.2. **This Bylaw shall repeal Bylaw 947-19 and** take effect upon the final passing thereof.


**READ** a first time this **20<sup>th</sup> day of July, 2021.**

**READ** a second time this **20<sup>th</sup> day of July, 2021.**

**READ** a third time this \_\_\_\_ day of \_\_\_\_\_, **2021.**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Interim CAO

<b>BRAZEAU COUNTY</b>  <b>REQUEST FOR COUNCIL DECISION</b>		
SUBJECT:	PD-2 Extension of Hours for Natural Resource Extraction and Processing Operations Zoned Direct Control Policy	
DATE TO COUNCIL:	August 3, 2021	
SUBMITTED BY:	Shawn McKerry iCAO	

### **RECOMMENDED ACTIONS:**

That Council approve PD-2 Policy for Extension of Hours for Natural Resource Extraction and Processing Operations Zoned Direct Control Policy.

#### **1. TOPIC DEFINED**

##### **Executive Summary**

Further to motion **538/21-06-15**, Administration has drafted the attached policy, for Council's review and or amendments, to provide direction on the process for changing operating hours for permits under Direct Control.

#### **2. ANALYSIS OF RECOMMENDED ACTION**

That Council approve PD-2 Policy for Extension of Hours for Natural Resource Extraction and Processing Operations Zoned Direct Control Policy.

<b>Advantages</b>	<b>Disadvantages</b>
<ul style="list-style-type: none"> <li>Provides for clear direction and insures that all request are treated in a similar fashion.</li> </ul>	<ul style="list-style-type: none"> <li>None identified.</li> </ul>

#### **3. IMPLICATIONS OF RECOMMENDATION**

##### **Operational:**

N/A

##### **Financial:**

N/A

##### **Attachments:**

DRAFT PD - 2 Extension of Hours for Natural Resource Extraction and Processing Operations zoned Direct Control Policy

## Policy Name

Extension of Hours for Natural Resource Extraction and Processing Operations Zoned Direct Control Policy



## Policy Number

PD-2

## Policy Statement

Under its Land Use Bylaw, Brazeau County issues Development Permits for the operations of Natural Resource and Processing (NREP) activities within its boundaries zoned Direct Control. As a condition of the Development Permit, hours of operation for these activities are specified. From time to time, the applicant/landowner may request extended hours of operation to accommodate demand, weather considerations or hauling needs.

Brazeau County Council has granted the authority to the Chief Administrative Officer (CAO) to temporarily approve the extended hours of operations for NREP activities, consistent with this Policy.

## Policy

1. If extended hours of operation are required for extraction, processing or hauling purposes beyond those outlined in the Development Permit conditions, the applicant/landowner shall submit a written request to Brazeau County to be reviewed and decided upon by the CAO.
2. The CAO shall consider approving the extended hours based upon, but not limited to, site characteristics, results and/or recommendations of any studies, adjacent landowner comments, on-site noise impacts, and accommodations presented by the applicant.
3. Prior to providing the decision, in writing to the applicant/landowner, the CAO shall make Council aware of the requested extension and the proposed decision (approval or refusal), along with the reasons for that decision.
4. Performance Target – Upon receipt of a written request, the CAO will strive to provide a decision to the applicant within 5 business days.

## Appeal Process

Appeals on the CAO decision can be made to the Subdivision Appeal Board.


Chief Administrative Officer: \_\_\_\_\_

Approved by Council: \_\_\_\_\_

Revision Dates: (Y/M/D) \_\_\_\_\_

Reviewed: \_\_\_\_\_

\_\_\_ Extension of Hours for Natural Resource Extraction and Processing Operations Policy

<b>BRAZEAU COUNTY</b>  <b>REQUEST FOR COUNCIL DECISION</b>		
SUBJECT:	Land Use Bylaw Amendment Bylaw 1082-21 to Rezone Pt. NW 29-49-7-W5M from Agricultural (AG) to Agricultural Holdings (AGH)	
DATE TO COUNCIL:	August 3, 2021	
SUBMITTED BY:	Martine Martindale, Development Officer	
ENDORSED BY:	Lynden Fischer, Director of Public Works & Planning	
REVIEWED BY CAO:	Shawn McKerry, Interim Chief Administrative Officer	
FILE NO:	21A-005	

### **RECOMMENDED ACTIONS:**

That Council give First Reading to Bylaw 1082-21 proposing Pt. NW 29-49-7-W5M [ $\pm 5.0$  ac ( $\pm 2.02$  ha)] be rezoned from Agricultural (AG) to Agricultural Holdings (AGH) as shown on the attached Schedule A, and that the Public Hearing for Bylaw 1082-21 be scheduled at 10:00 am on September 7, 2021.

#### **1. TOPIC DEFINED**

##### **Executive Summary**

The applicants would like to rezone Pt. NW 29-49-7-W5M from Agricultural (AG) to Agricultural Holdings (AGH) as shown on the attached Schedule A to accommodate a subdivision application creating a parcel for future residential and agricultural use.

The property is located north of the Town of Drayton Valley and immediately east of Range Road 75, from which both the proposed Lot 1 and the remnant parcel will have access.

##### **Relevant Policy:**

The subject property does not fall within any Intermunicipal Development Plan or Area Structure Plan. The number of lots created per quarter section is not exceeding the Municipal Development Plan threshold of four lots per quarter section, after which an ASP is required.

##### **Strategic Relevance:**

Allows for the holding of a Public Hearing for the proposed amendment and the possibility of allowing the proposed subdivision.



## 2. **ANALYSIS OF RECOMMENDED ACTION**

That Council give First Reading to Bylaw 1082-21 proposing Pt. NW 29-49-7-W5M [ $\pm 5.0$  ac ( $\pm 2.02$  ha)] be rezoned from Agricultural (AG) to Agricultural Holdings (AGH) as shown on the attached Schedule A, and that the Public Hearing for Bylaw 1082-21 be scheduled for Public Hearing at 10:00 am on September 7, 2021.

<b>Advantages</b>	<b>Disadvantages</b>
<ul style="list-style-type: none"><li>• Allows for the proposed amendment to be presented within a Public Hearing.</li><li>• If passed, the amendment will allow the potential approval of a subdivision which adheres to Brazeau County Plans and Regulations.</li><li>• Ensures that the proposed subdivision, if approved, will conform to the zoning districts set within the current Land Use Bylaw.</li></ul>	<ul style="list-style-type: none"><li>• None identified.</li></ul>

## 3. **IMPLICATIONS OF RECOMMENDATION**

### **Operational:**

No Impact

### **Financial:**

No Impact

### **Attachments:**

Appendix A: Land Location Map

Appendix B: Aerial Photograph

Appendix C: Application Form

Appendix D: Bylaw 1082-21

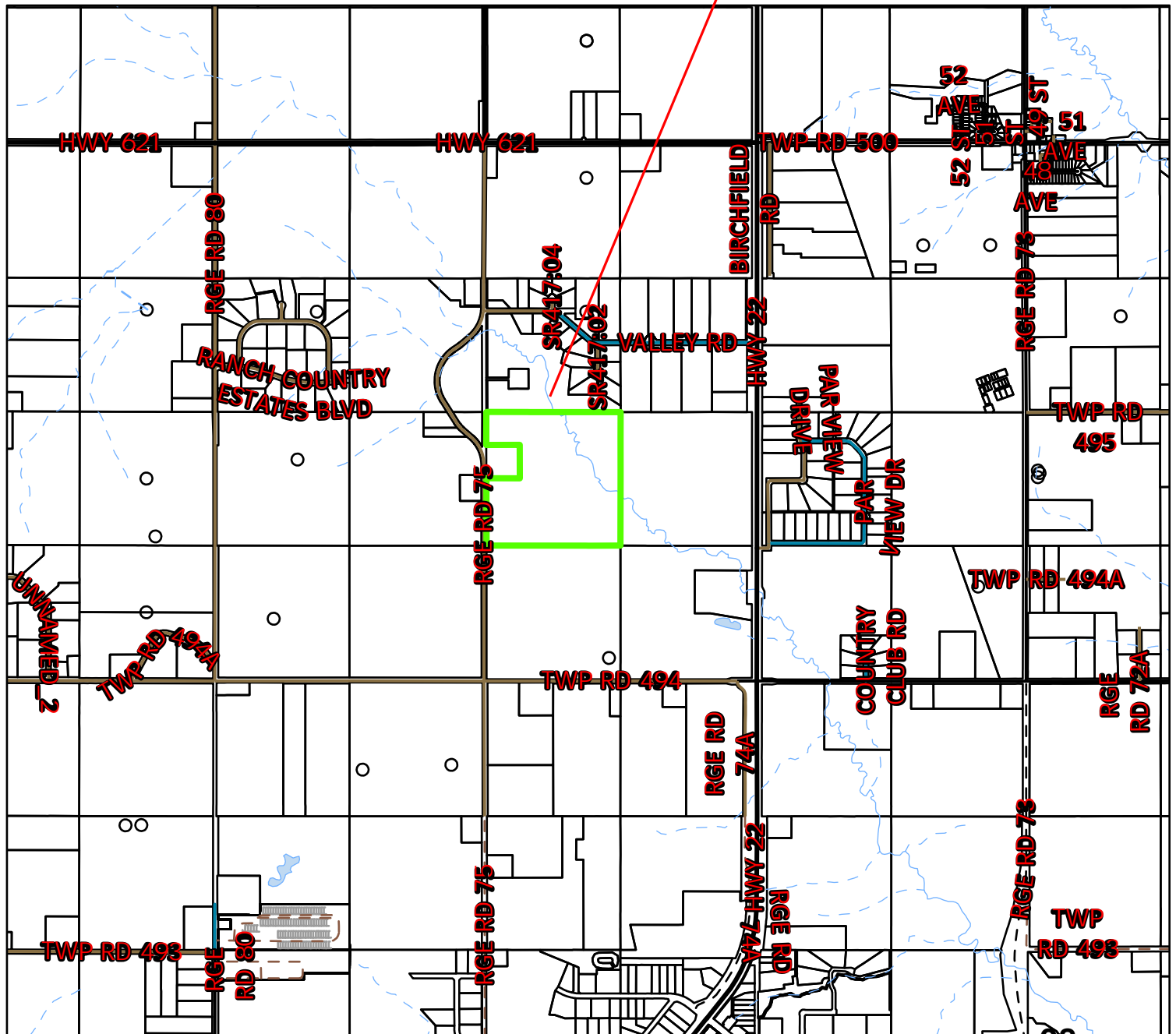
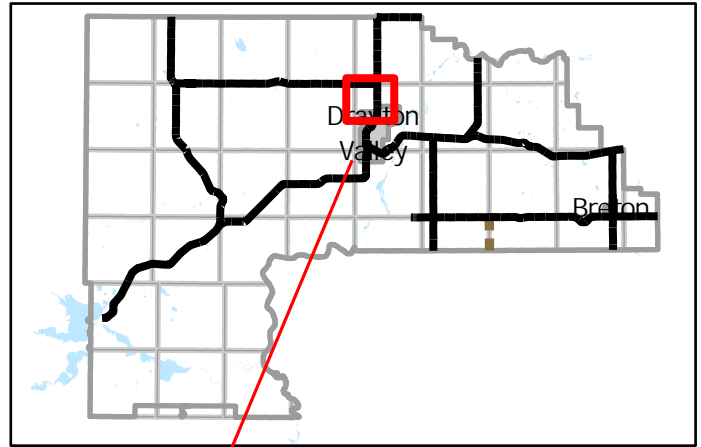
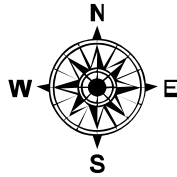
Appendix E: Relevant Legislation

Appendix F: Zoning District – Agricultural Holdings (AGH)

# Land Location Map

Municipal Address:  
49423 Rge Rd 75

Pt NW 29-49-7-W5M





# Appendix B

## Aerial

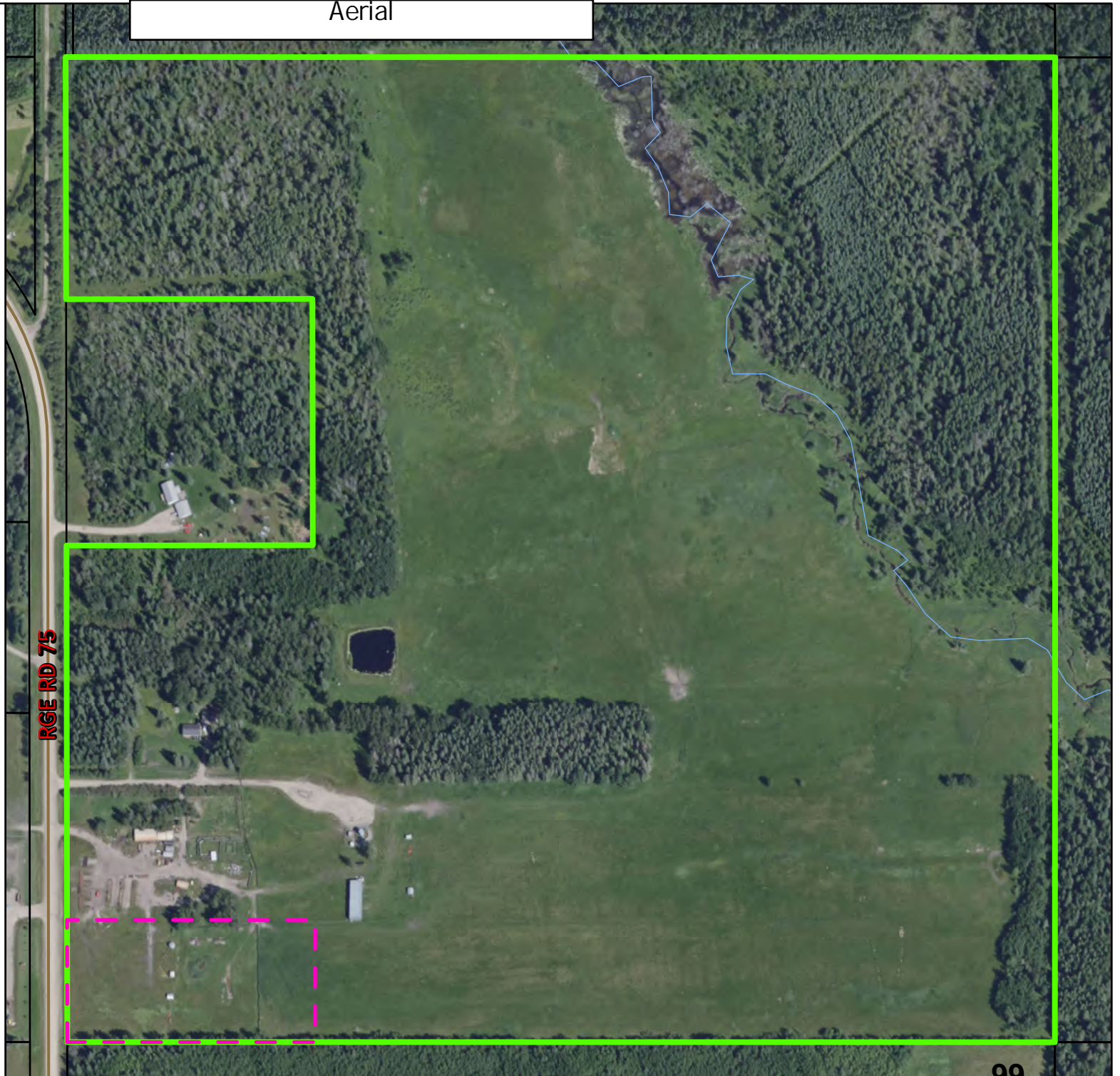
Pt NW 29-49-7-W5M

Rural Address:  
49423 Rge Rd 75

Current Zoning:  
AG to AGH

 SUBJECT PARCEL  
PLANNING FEATURES  
 PROPOSED SUBDIVISION

2020 IMAGERY  
SCALE 1:4,400





For office use only	
Date of receipt	File number
June 23/21	215-007
Roll #	Accepted by
000551	SL

- ☐ A copy of the Certificate of Title – not older than two weeks, at the time the application is submitted.
- ☐ A Tentative Plan – prepared by an Alberta Land Surveyor, must meet the requirements shown on the tentative plan checklist provided at pre-application meeting.
- ☐ The Application Fee – \$500.00 base fee plus \$100.00 per affected title, or as per the Schedule of Fees.
- ☐ Information Disclosure Form – this enables us to discuss your file with your surveyor and referral agencies.
- ☐ A Letter of Authorization – Authorization from the land owners(s) for an individual to act on their behalf.
- ☐ Abandoned Well Information - Applicants/owners must submit documentation from the AER identifying the presence or absence of abandoned wells with any new subdivision applications (except for lot line adjustments). See AER Directive 79 for more information available on the AER website at <http://www.aer.ca/documents/directives/Directive079.pdf>
- ☐ Additional information may be submitted by adding a letter or sketch, etc. For further information, please see the Brazeau County brochure titled *Applying for a Subdivision – A General Guide to the Subdivision Approval Process*.

- Harly McLeod  
Logan Pestnikoff

Document redacted  
in accordance with  
FOIP: s.17(4)(g)

- Robert & Mariam McLeod

Email:  
Phone:  
Cell:  
Fax:

- a. All/part of the 29 NW 29 49 7 W5M  
 1/4 Section Section Township Range

- b. All/part of Lot Block Plan

- d. Area of parcel(s) to be created, in hectares (acres) ± 5 acres (± 2.02 ha)

- a. Is the land in Brazeau County? Yes ☒ No ☐
- b. Is the land adjacent to a municipal boundary? (ie. Town of Drayton Valley) Yes ☐ No ☒
- If "yes" the adjacent municipality is:

- c. Is the land within 1.6 km (1.0 miles) of a highway right-of-way? Yes ☒ No ☐  
If "yes" the highway number is: 22
- d. Does the land contain or is it bounded by a river, stream, lake or other body of water, or by a drainage ditch or canal? Yes ☐ No ☒  
If "yes" state its name (if known): \_\_\_\_\_
- e. Is the land within 1.5 km (1.0 miles) of a sour gas facility? Unknown ☐ Yes ☐ No ☒
- f. Is the proposed subdivision within 100 m (330 ft) of an oil or gas facility? Yes ☐ No ☒
- g. Is the proposed subdivision within 450 m (1,480 ft) to a landfill/waste facility? Yes ☐ No ☒
- f. Is the proposed subdivision within 300 m (980 ft) to a wastewater facility? Yes ☐ No ☒

5. Existing and proposed use of the land to be subdivided – describe the following


- a. The existing use of the land (i.e. vacant, residential, agricultural) Vacant
- b. The proposed use of the land (i.e. residential, agricultural) Residential

6. Physical characteristics of land to be subdivided

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed)  
Flat, open area
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.)  
Grassland
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.)  
Clay
- d. Describe how the proposed lot(s) and remnant parcel will gain access  
Road approach off RR 75

7. Existing building(s) on the land to be subdivided

Describe any buildings and any structures on the land. Are they to be demolished or removed?

- a. On the proposed new lot(s)  
Grain shed + grain shild, both being removed
- b. On the remaining land   
House and outbuildings

8. Water services – Describe the type of existing and proposed water sources

- a. How will the proposed new lot(s) be serviced?  
Water well
- b. How will, or is, the remaining land serviced?  
Existing water well



9. Sewer services – Describe the type of existing and proposed sewage systems

a. How will the proposed new lot(s) be serviced?

Either with septic treatment mound, or a privy

b. How will, or is, the remaining land serviced?

Existing septic system - open discharge

10. Right of Entry Authorization

I/We, Karly McLeod + Logan  
print name

Postnikoff  
give my/our consent for Right of Entry to my/our lands

which are subject of this application.

March, 22 / 2021

Date

March, 22 / 2021

Date

11. Owner(s) Signatures

I/We, Robert McLeod + Miriam McLeod  
print name

hereby certify that I/we am/are the registered

owner(s) of the lands and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision

5/14/21

Date

5/14/21

Date

Applicant(s) Signatures (if other than the registered owner)

I/We, Karly McLeod + Logan  
print name

Postnikoff  
hereby certify that I/we am/are the agent

authorized to act on behalf of the registered owner(s) and that the information given on this form is full and complete and is, to the best of my/our knowledge, a true statement of the facts relating to this application for subdivision.

March 22 / 2021

Date

March 22 / 2021

Date

\*\*\*\*The information on this form is being collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be used solely for the purpose of this application. If you have questions about this collection or require further information please contact Planning and Development, Brazeau County, Box 77, Drayton Valley, Alberta, T7A 1R1, telephone 780.542.2667 or email [planning@brazeau.ab.ca](mailto:planning@brazeau.ab.ca) \*\*\*\*

# Appendix D

## BRAZEAU COUNTY

### BYLAW NO: 1082-21

#### BEING A BYLAW OF BRAZEAU COUNTY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW NO. 1002-18, AS AMENDED

**WHEREAS**, Council of Brazeau County deems it expedient and proper, under the authority of and in accordance with the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, to make certain amendments to Land Use Bylaw No. 1002-18, as amended; and

**WHEREAS**, the public participation requirements of Section 692 of the *Municipal Government Act*, RSA 2000, Chapter M-26, have been complied with;

**NOW THEREFORE**, the Council of Brazeau County, duly assembled, enacts as follows:

1. That, a portion of Pt NW 29-49-7-W5M, be re-designated from Agricultural District (AG) to Agricultural Holdings District (AGH), as shown on the attached Schedule 'A' ("the Lands"); and
2. That this Bylaw, and the re-designation of the Lands, shall take effect upon the registration of the subdivision plan, which corresponds with the Lands shown in the attached Schedule 'A', by the Land Titles Office.

**READ** a first time this \_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a second time this \_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Reeve

---

Chief Administrative Officer



# Schedule A

## Bylaw 1082-21

### File No.: 21A-005

Rezoning Area  
AG to AGH  
Pt NW 29-49-7-W5M  
+/- 5.0 ac (+/- 2.02 ha)

Shown Thus 

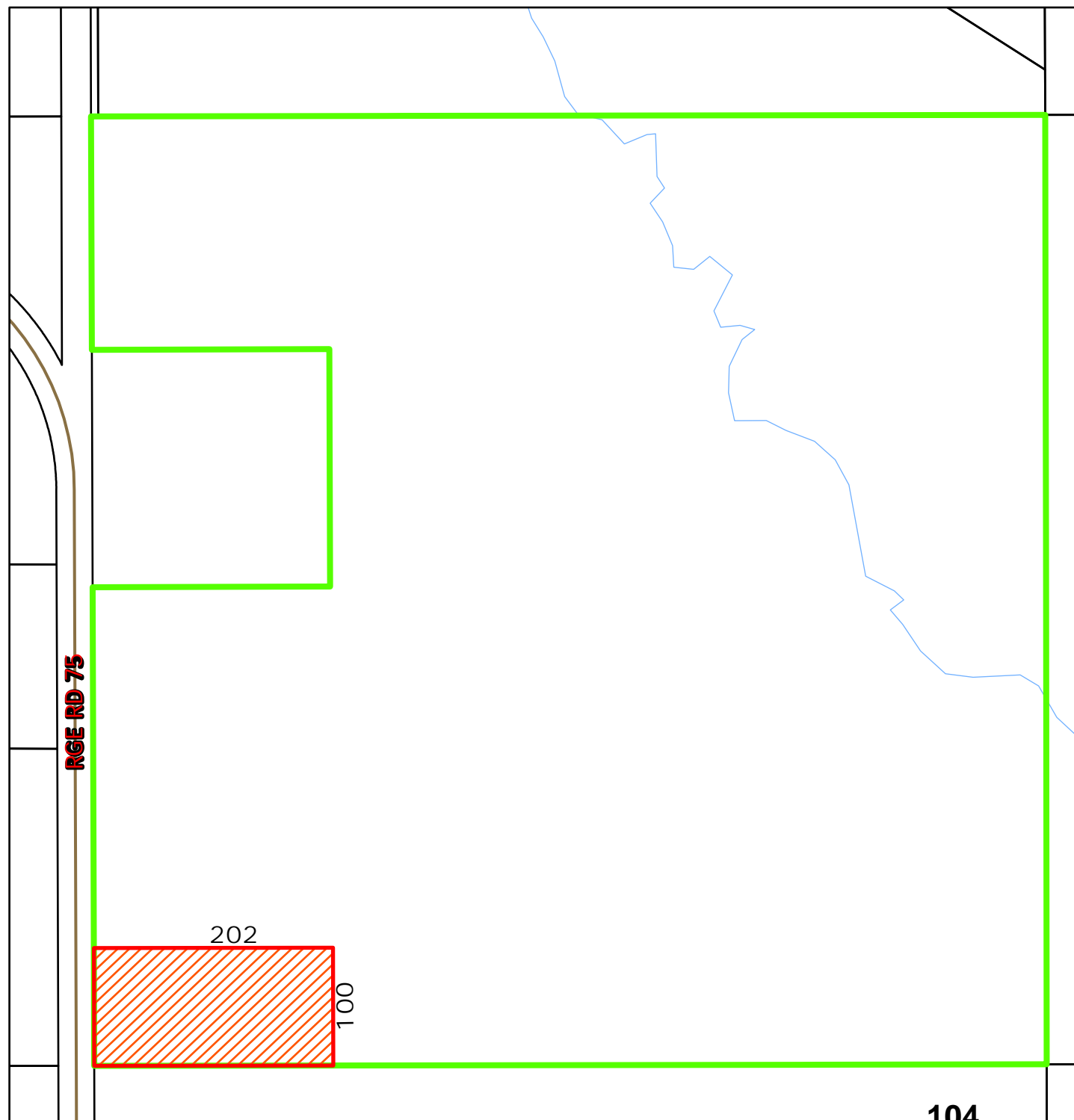
Note: All measurements are  
+/- and in metres

2020 Imagery

Scale 1:4,783

PRODUCED BY BRAZEAU COUNTY

This map is intended for advisory purposes only.  
It is based upon data deemed reliable but  
Brazeau County is not responsible for errors or omissions.





## Appendix E

### Relevant Legislation

#### **Municipal Development Plan**

Subject lands are designated as Agriculture and Rural Development in Figure 4 – Future Land Use Strategy in the MDP.

**Policy 1:** Brazeau County supports existing agricultural operations and their right to farm.

**Policy 2:** Brazeau County supports the preservation of lands identified in this plan as Agriculture and Rural Development for agricultural, rural residential and rural resource use.

**Policy 6:** Brazeau County shall discourage intrusive and/or incompatible land uses in predominately agricultural areas of the County in order to minimize potential land use conflicts.

**Policy 10:** Brazeau County shall consider the following criteria when evaluating land use and development applications that propose to subdivide lands within the Agriculture and Rural Development designation:

- The quality of local soil conditions for agricultural production as determined by AGRASID, or an individual soil test conducted by a qualified professional that may have been completed on the subject lands;
- The presence of significant impediments to the practical use of the subject land for agricultural production including, but not limited to, rocks, vegetation, topography and water bodies;
- The capability of the land to support the proposed development including the identification and evaluation of onsite hazards or geotechnical conditions;
- The potential impact of the proposed development on adjacent lands, municipal services and infrastructure, and the natural environment;
- The compatibility of the proposed development with adjacent land uses and rural character of the surrounding area;
- The potential constraints the proposed development may have on existing or planned commercial or industrial developments;
- The location of existing or planned natural resource extraction facilities that may represent a safety concern; and
- The availability and adequacy of water and sanitary servicing options to support the proposed development.

**Policy 17:** Brazeau County shall require that all subdivided parcels on a quarter section be contiguous, unless separated by a significant permanent feature.

## 10.2 AGH - Agricultural Holdings

### *Purpose*

- 10.2.1 The purpose and intent of the Agricultural Holdings District is to provide for a residential use on parcels which can accommodate residential, traditional agricultural pursuits, home occupation uses, and larger accessory structures. It also recognizes the emerging trends towards new agricultural uses which may be successfully developed on smaller parcels of land.



### *District Characteristics*

- 10.2.2 The following uses shall be permitted or discretionary with or without conditions provided the application complies with the regulations of this district and this Bylaw.

Permitted Uses	Discretionary Uses
Accessory Structure	Agricultural, Support Service
Accessory Use	Animal Service Facility
Agricultural Intensive Class 2	Contracting Services, Minor
Agricultural, Extensive	Day Care Home
Bed and Breakfast	Guest Ranch
Cabin	Home Occupation, Major
Dwelling, Single-Detached	Outdoor Storage
Dwelling, Tiny	Outdoor Storage, Temporary
Group Home	Places of Worship
Home Occupation, Medium	Social Care Facility
Home Occupation, Minor	Taxidermy
Manufactured Home	
Park	
Public and Quasi-Public Use	
Public Utility Facility	
Secondary Suite	
Surveillance Suite	


Permitted Uses	Discretionary Uses
Surveillance Suite, Temporary	

### 10.2.3 Development Regulations:

Item	Regulation
Parcel Area	Min. 1.62 ha (4 ac) Max. 6.07 ha (14.99 ac)
Parcel Width	Min. 30.5 m (100 ft) 10.1 m (33 ft) frontage for the access of a panhandle/flag lot
Front Yard Setback	Min. 10.1 m (33 ft) where abutting an internal road 25 m (82 ft) where abutting a County road where road widening has not been dedicated 20.1 m (66 ft) where abutting a County road where road widening has been dedicated 40 m (131 ft) where abutting a highway Setback at the discretion of Development Authority for pan handle/flag lots

Item	Regulation
Rear Yard Setback	Min. 8 m (26 ft) 10.1 m (33 ft) where abutting an internal road 25 m (82 ft) where abutting a County road where road widening has not been dedicated 20.1 m (66 ft) where abutting a County road where road widening has been dedicated 40 m (131 ft) where abutting a highway
Side Yard Setback	Min. 6.1 m (20 ft) 10.1 m (33 ft) where abutting an internal road 25 m (82 ft) where abutting a County road where road widening has not been dedicated 20.1 m (66 ft) where abutting a County road where road widening has been dedicated 40 m (131 ft) where abutting a highway
Floor Area	Min. 74.3 m <sup>2</sup> (800 ft <sup>2</sup> ) minimum for a dwelling

Item	Regulation
	Max. 74.2 m <sup>2</sup> (799 ft <sup>2</sup> ) maximum for a Cabin

<b>BRAZEAU COUNTY</b>  <b>REQUEST FOR COUNCIL DECISION</b>		
SUBJECT:	Bylaw 1084-21 Brazeau County and Town of Drayton Valley Intermunicipal Development Plan (IDP)	
DATE TO COUNCIL:	August 3, 2021	
SUBMITTED BY:	Kathleen Sterling, Senior Long Range Planner	
ENDORSED BY:	Lynden Fischer, Director of Public Works and Planning	
REVIEWED BY CAO:	Shawn McKerry, Interim Chief Administrative Officer	
FILE NO:	20A-001	

### **RECOMMENDED ACTIONS:**

That Council give First Reading to Bylaw 1084-21, being the Brazeau County and Town of Drayton Valley Intermunicipal Development Plan and that the Public Hearing for Bylaw 1084-21 be scheduled for 10:00 am on September 21, 2021.

### **1. TOPIC DEFINED**

#### **Executive Summary**

Brazeau County and the Town of Drayton Valley have an existing Intermunicipal Development Plan (IDP) that was completed in 2012. Both municipalities determined that an IDP is required and currently in the process of updating the current 2012 IDP. In January 2018, Brazeau County and the Town of Drayton Valley began the process of reviewing and updating the IDP. This review process evaluated what worked and what did not work in the 2012 IDP, and involved discussion about how to update the IDP including identifying opportunities for efficient delivery of intermunicipal services and development. In March and April 2018 stakeholder workshops and surveys were completed to receive initial input from the public. Since August 2018 Brazeau County and the Town of Drayton Valley have been in discussions and working together to complete a draft version of the IDP.

There are two text changes that have occurred since the draft Brazeau County and the Town of Drayton valley IDP was presented to Council in April 2020. All the figures have been revised to illustrate the changes made to the Plan Area and the Referral Area (see Appendix B for revisions). These changes include:

#### **1. Changes to the Plan Area**

The Plan Area has been reduced within the County. In the 2020 draft IDP, the Plan Area ranged from 0.8 kilometres to 2.4 kilometres from the Town boundary, except in the east where it extended along the top of the North Saskatchewan River valley. The revised Plan Area extends between 0.4 to 1.2 kilometres into the County from the

Town border, except to the east where it extends to the top of the North Saskatchewan River valley.

## **2. Changes to the Referral Area**

In the 2020 draft IDP, the Referral Area was a 400 metre buffer on either side of the shared intermunicipal border, as well as quarter sections that had any part of them currently served by water and/or sewer infrastructure within the County. The Referral Area has been revised to be the same as the Plan Area.

## **3. Changes to the Figures**

Figure 1 has been revised to show the updated Plan Area and include the Referral Area on the same figure. Figure 2 was removed as it was showing the Referral Area, which is now included in Figure 1. The remaining figures have been updated to show the revised Plan Area.

### Highlights from the Proposed IDP

The Plan Area extends into the County 0.4 kilometres to 1.2 kilometres from the Town border, except to the east where it extends to the top of the North Saskatchewan River valley. The Plan Area extends into the Town 0.1 kilometre from the Town border. The joint Plan Area covers approximately 2,681 hectares (6,624 acres) of land.

Land Use Policies are discussed in Section 5, which include referrals, agricultural preservation, Residential, utilities, and Commercial and Industrial development. The referral area is the same as the Plan Area. Major documents or applications, such as Area Structure Plans (ASPs), Municipal Development Plans (MDPs) and Land Use Bylaws (LUB) or their amendments, as well as subdivision and discretionary development permit applications, shall be referred to the adjacent municipality for review. New residential development should be considered in currently serviced areas and in conjunction between the two municipalities. This section discusses how the Town and County will collaborate to develop an effective water, stormwater and sewer management system, which includes future discussions about development within the Plan Area. Finally, The Town and the County will identify lands within the Plan Area for Commercial and Industrial developments where sites have adequate access to road systems and in locations that minimize impacts on surrounding land uses. Both municipalities will collaborate to mitigate impacts on non-Commercial and Industrial uses.

Section 6 outlines transportation, both the County and the Town will work together to provide a transportation system within the Plan Area that meets the needs of both municipalities and is efficient, safe and effective for all road users. Brazeau County and the Town of Drayton Valley shall collaborate on new and expanding development(s) within the Plan Area to ensure long-term transportation corridors are secured to maintain a safe, coordinated and efficient road network.

Environmental policies are outlined in Section 7 of the IDP. Together, Brazeau County and the Town of Drayton Valley will promote environmental stewardship and the health of the regional ecosystem. The importance of wetlands, riparian areas, watercourse, and waterbodies shall be recognized by both municipalities. Through respective Land Use Bylaws, both municipalities will enforce appropriate development setbacks.

In Section 8, both economic and social development are discussed. Brazeau County and the Town of Drayton Valley mutually encourage opportunities for a diversified economy and recognize the benefits it offers in enhancing regional competitiveness. The quality of community services and programming is recognized by both municipalities and they may choose to collaborate on any social, recreational, economic development or tourism initiative which may affect the Plan Area.

Polices in Section 9 specify the administration and implementation of the plan, including adoption, review and amendment processes. In addition, Section 9.3 specifies policies on how potential disputes on land use issues within the Plan Area will be address. This section includes the six stages in the dispute resolution process.

### Public Consultation

A joint public open house was held on February 27, 2020 at the MacKenzie Centre in Drayton Valley to allow residents from both municipalities the opportunity to provide comments on the draft IDP. The open house had approximately thirty (30) people attend and most people included their name on the sign-in sheet. Staff answered questions and provided additional information on the purpose of an IDP and the different sections within the IDP. Staff also provided attendees with a copy of the Information Brochure summarizing key sections of the IDP, if they had not received a copy in the mail or wished to have an additional copy. At the March 3, 2020 regular Council meeting, Administration provided a summary of the most frequently asked questions or concern brought up during the open house, as well as responses to these questions and concerns. Additional details about the open house and consultation discussions prior to the open house are include in the What We Heard consultation report, which was provided to Council on April 7, 2020 at a regular Council meeting.

### **Relevant Policy:**

MGA Section 631(1) Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries and that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

MGA Section 631(2) Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date of the notice unless an exemption is ordered under subsection (3).

MGA Section 631(4) Municipalities that are required under subsection (1) to adopt an intermunicipal development plan must have an intermunicipal development plan providing for all of the matters referred to in subsection (8) in place by April 1, 2020.

MGA Section 631 (8) an intermunicipal development plan

(a) must address

(i) the future land use within the area,

- (ii) the manner of and the proposals for future development in the area,
- (iii) the provision of transportation systems for the area, either generally or specifically,
- (iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,
- (v) environmental matters within the area, either generally or specifically, and
- (vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,

and

(b) must include

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

#### **Strategic Relevance:**

Approval of the IDP will ensure a more integrated and strategic approach to intermunicipal land use planning and service delivery for Brazeau County and its residents.

## **2. ANALYSIS OF RECOMMENDED ACTION**

That Council give First Reading to Bylaw 1084-21, being the Brazeau County and Town of Drayton Valley Intermunicipal Development Plan and that the Public Hearing for Bylaw 1084-21 be scheduled for 10:00 am on September 21, 2021.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Continue to move the IDP process forward.</li> <li>• Update the 2012 IDP that is currently in place between the two municipalities.</li> <li>• Compliance with the MGA.</li> </ul>	<ul style="list-style-type: none"> <li>• None identified at this time.</li> </ul>

## **3. IMPLICATIONS OF RECOMMENDATION**

**Operational:** N/A

**Financial:** N/A

#### **Attachments:**

Appendix A: Bylaw 1084-21 including Schedule "A" Brazeau County and Town of Drayton Valley Intermunicipal Development Plan

Appendix B: Brazeau County and Town of Drayton Valley Intermunicipal Development Plan illustrating the revisions



# APPENDIX "A"

## BRAZEAU COUNTY

BYLAW NO: 1084-21

**BEING A BYLAW OF BRAZEAU COUNTY, IN THE PROVINCE OF ALBERTA, TO ADOPT THE BRAZEAU COUNTY AND TOWN OF DRAYTON VALLEY INTERMUNICIPAL DEVELOPMENT PLAN.**

**WHEREAS**, the *Municipal Government Act*, RSA 2000, Chapter M-26 authorizes Council of Brazeau County to work collaboratively with neighbouring municipalities to ensure the efficient future land use planning adjacent to municipal boundaries; and

**WHEREAS**, Brazeau County and the Town of Drayton Valley have worked collaboratively on the preparation of an Intermunicipal Development Plan between both municipalities; and

**WHEREAS**, Council of Brazeau County deems it expedient and proper, under the authority of and in accordance with the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, to adopt the Brazeau County and Town of Drayton Valley Intermunicipal Development Plan; and

**WHEREAS**, the public participation requirements of Section 692 of the *Municipal Government Act*, RSA 2000, Chapter M-26, have been complied with;

**NOW THEREFORE**, the Council of Brazeau County, duly assembled, enacts as follows:

1. That this Bylaw and the attached Schedule "A" shall be known as the "Brazeau County and Town of Drayton Valley Intermunicipal Development Plan"; and

2. That this Bylaw shall take effect upon the final passing thereof.

**READ** a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

## Schedule A

# **Brazeau County and Town of Drayton Valley Intermunicipal Development Plan**

Brazeau County Bylaw: 1084-21

Town of Drayton Valley Bylaw: 2021/09/D



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### LIST OF ACRONYMS:

ASP – Area Structure Plan  
 CAO – Chief Administrative Officer  
 ESA – Environmentally Sensitive Areas  
 IDP – Intermunicipal Development Plan  
 IDPC – Intermunicipal Development Plan Committee  
 LUB – Land Use Bylaw  
 MGA – *Municipal Government Act*  
 MGB – Municipal Government Board  
 MDP – Municipal Development Plan

## 1.0 INTRODUCTION AND BACKGROUND

Brazeau County (hereafter referred to as the County) and the Town of Drayton Valley (hereafter referred to as the Town) work collaboratively. The original Intermunicipal Development Plan (IDP) was written to enhance collaborative working processes following annexation in 2011. The purpose of this revised IDP is to update the methodology for intermunicipal planning for the next five (5) years, as required by Government of Alberta regulations

Brazeau County and the Town of Drayton Valley as per section 631 of the *Municipal Government Act* have agreed to jointly update their existing IDP to have a cooperative approach for the purpose of land use and development, managing growth, the environment, infrastructure, dispute resolution and other vital community services along their shared borders.

## 2.0 PURPOSE OF THE PLAN

The purpose of the IDP is to have a co-operative approach for the process of land use and development, managing growth, environmental matters, infrastructure and dispute resolution along the borders of the Town of Drayton Valley and Brazeau County.

The plan will contain policies for:

- Land use
- Environment
- Infrastructure
- Intermunicipal Programs
- Economic and Social Development

## 3.0 GOALS

The Town and the County recognize and respect the autonomy and mandate of each municipality and acknowledge the need to establish common plans and policies that seek:

- a) To collaboratively plan and confirm future land uses, infrastructure, transportation and development within the Plan Area;
- b) To establish a logical and orderly development for each municipality, while seeking the advancement and promotion of the region as a whole;
- c) To reduce the potential for future conflict(s) through communication and encourage understanding;
- d) To identify and conserve environmental features, recreation and open space;
- e) To provide a process and procedure for dispute resolution, amendments and administration of the plan; and

- f) To enhance opportunities for increased quality of life through a diversified local economy and quality community services.

## 4.0 PLAN AREA

The Plan Area is shown on Figure 1. It extends into the County 0.4 kilometers to 1.2 kilometers from the Town border except to the east where it extends to the top of the North Saskatchewan River valley. The Plan Area extends into the Town 0.1 kilometre from the Town border. The Plan Area includes the entire parcel located, wholly or partially, within the Plan Area buffer. The joint Plan Area covers approximately 2,681 hectares (6,624 acres) of land.

Agriculture is the predominant land use in much of the Plan Area with clusters of country residential subdivisions and the Drayton Valley Golf and Country Club.

## 5.0 LAND USE POLICIES

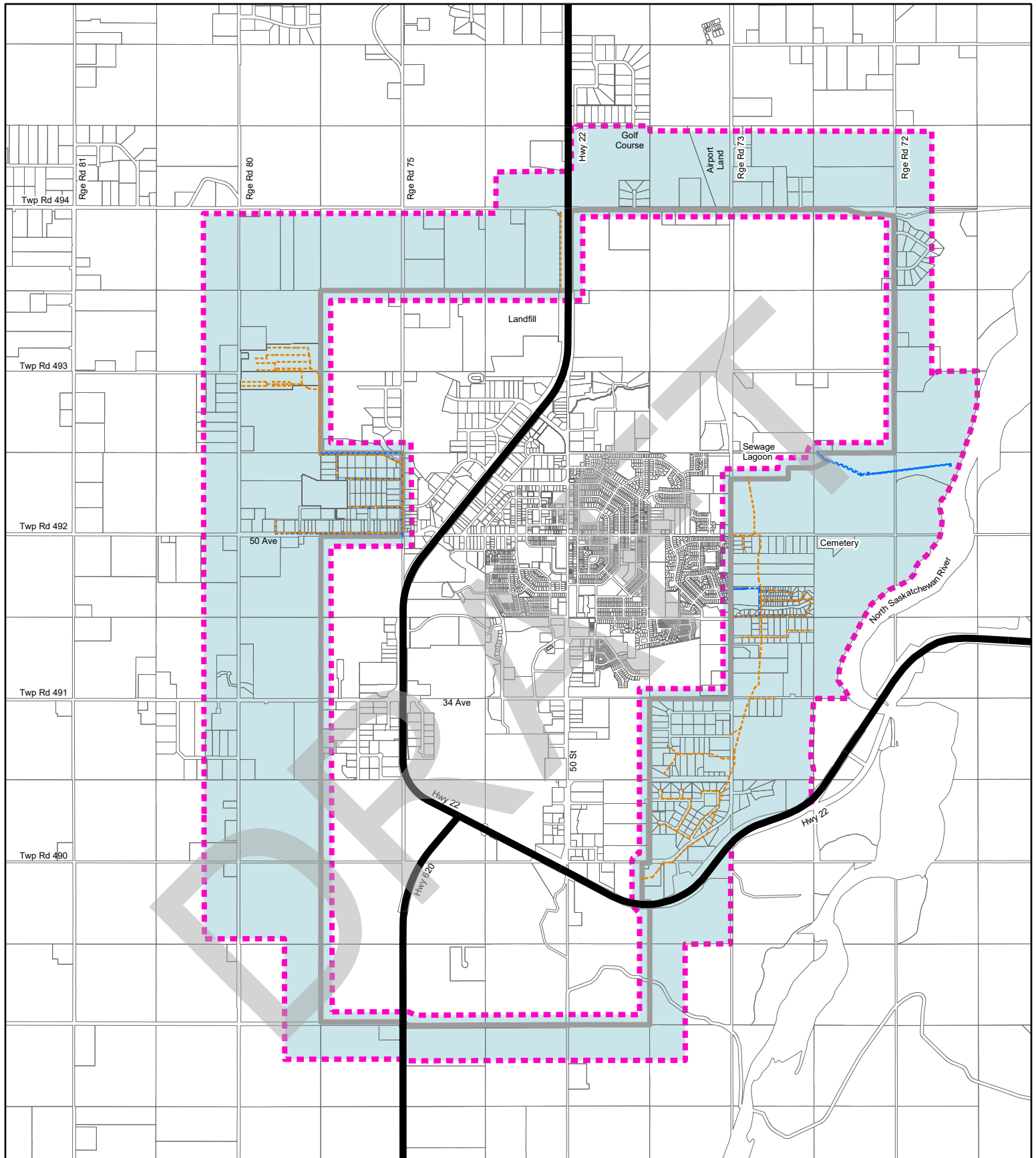
Brazeau County and the Town of Drayton Valley will communicate in good faith on land matters within the Plan Area. Any disputes will be addressed through section 9 of this plan. Each municipality will maintain their autonomy within their current boundaries and within the Plan Area.

### 5.1 Referral(s) / Consistency of Planning

The referral area includes all parcels of land located within the Plan Area (refer to Figure 1).

Major documents or applications, such as Area Structure Plans (ASPs), Municipal Development Plans (MDPs) and Land Use Bylaws (LUB) or their amendments, as well as subdivision and discretionary development permit applications, shall be referred to the adjacent municipality for review. Comments shall be provided to the referring municipality as outlined below. If no comments are received within the accepted timelines, the referring municipality will consider there are no objections, comments or concerns.





**Brazeau County and  
Town of Drayton Valley  
Intermunicipal Development Plan**

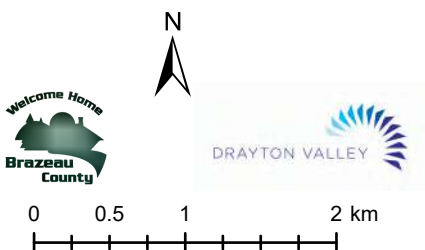
- Wastewater Lines
- Water Lines
- Drayton Valley Boundary
- Plan Area
- Referral Area

**Figure 1  
Plan & Referral Area**

PRODUCED BY BRAZEAU COUNTY  
July 2021

This map is intended for advisory purposes only.  
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County is not responsible for errors or omissions.

Projection: NAD 83 119 M 11N GCS80



## 5.2 Agricultural Preservation

Agricultural district is the most prevalent land use in the Plan Area. Brazeau County will consider both economic development, and quality of agricultural land when applications are received.

## 5.3 Residential

New residential development should be considered in currently serviced areas and in conjunction between the two municipalities.

### *Objectives:*

- Identify areas that are suitable for residential growth and specify density targets within the overall Plan Area;
- Accommodate various land uses (commercial, recreational and institutional) that are compatible with existing and future residential uses;
- Mitigate conflicts between future residential uses and non-residential uses; and
- Mitigate existing conflicts between residential land uses and non-residential land uses.

### *Policies:*

- Residential development within the Plan Area shall be generally consistent with the areas identified as residential in Figure 2.
- Residential subdivisions shall be designed so individual lots do not directly access highways or major arterial roadways.
- All new residential lots within the Plan Area shall be required to connect to Town sewer and water infrastructure once it is made available.

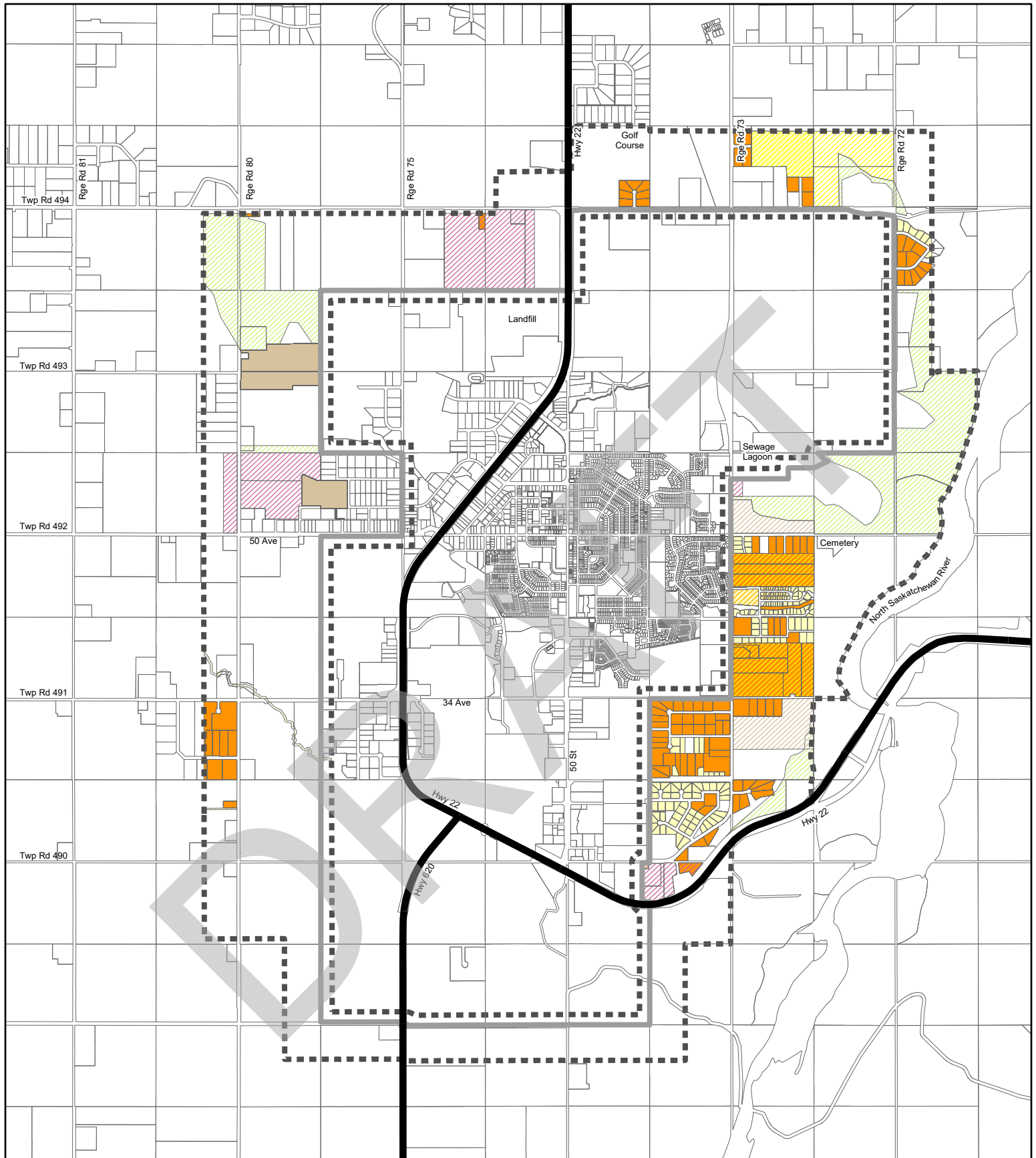
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### *Objectives:*

- The Town and County should maintain current information about existing and proposed major utility corridor projects.
- Collaboration between the Town and the County to develop an effective water, stormwater and sewer management system.
- Future discussions about developments within the Plan Area should occur between the County and the Town to determine potential opportunities and areas of focus for the provision of municipal water, stormwater and sewer services.





# Brazeau County and Town of Drayton Valley Intermunicipal Development Plan

Current Residential Areas		Proposed Residential Areas	
	Compact Country Residential		Compact Residential
	Country Residential		Suburban Estates
	Manufactured Home Park		Country Residential
	Plan Area		Non Residential
			Open Space

**Figure 2  
Residential Areas**

PRODUCED BY BRAZEAU COUNTY  
July 2021

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Projection: NAD 83 UTM 11N GCS80

## 5.5 Commercial and Industrial Development

Both municipalities recognize that continued growth and development of commercial and industrial lands is vital for the economic success of the region.

### *Objectives:*

- Identify lands within the Plan Area for Commercial and Industrial developments where sites have adequate access to road systems and in locations that minimize their impacts on surrounding land uses.
- Collaborate to mitigate impacts between Commercial and Industrial uses and non-Commercial and Industrial uses.

## 6.0 TRANSPORTATION

Transportation systems within the Plan Area are a critical component of ensuring economic development, and a high quality of life. Roadways must be provided in a manner that delivers an efficient method of travel for residents, visitors and businesses of both municipalities, and is cost-efficient for both municipalities. The shared transportation system must be designed in a manner that is safe for all road users, including motorists, cyclists and pedestrians.

### *Objectives:*

- Provide a transportation system within the Plan Area that meets the needs of both municipalities, and is safe, efficient and effective for all road users.

### *Policies:*

- The Town and County shall collaborate on new and expanding development(s) within the Plan Area to ensure long-term transportation corridors are secured to maintain a safe, coordinated and efficient road network.
- The municipalities shall clearly define the responsibilities and standards for roadway design, construction, and maintenance within the Plan Area between Alberta Transportation, developers, the Town and the County.

## 7.0 ENVIRONMENTAL POLICIES

Brazeau County and the Town of Drayton Valley will promote environmental stewardship and the health of the regional ecosystem through the following policies.

- Open Space, Crown Land and Environmentally Significant Areas have been identified on Figure 3.
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The plan shall be reviewed every five (5) years following the adoption.

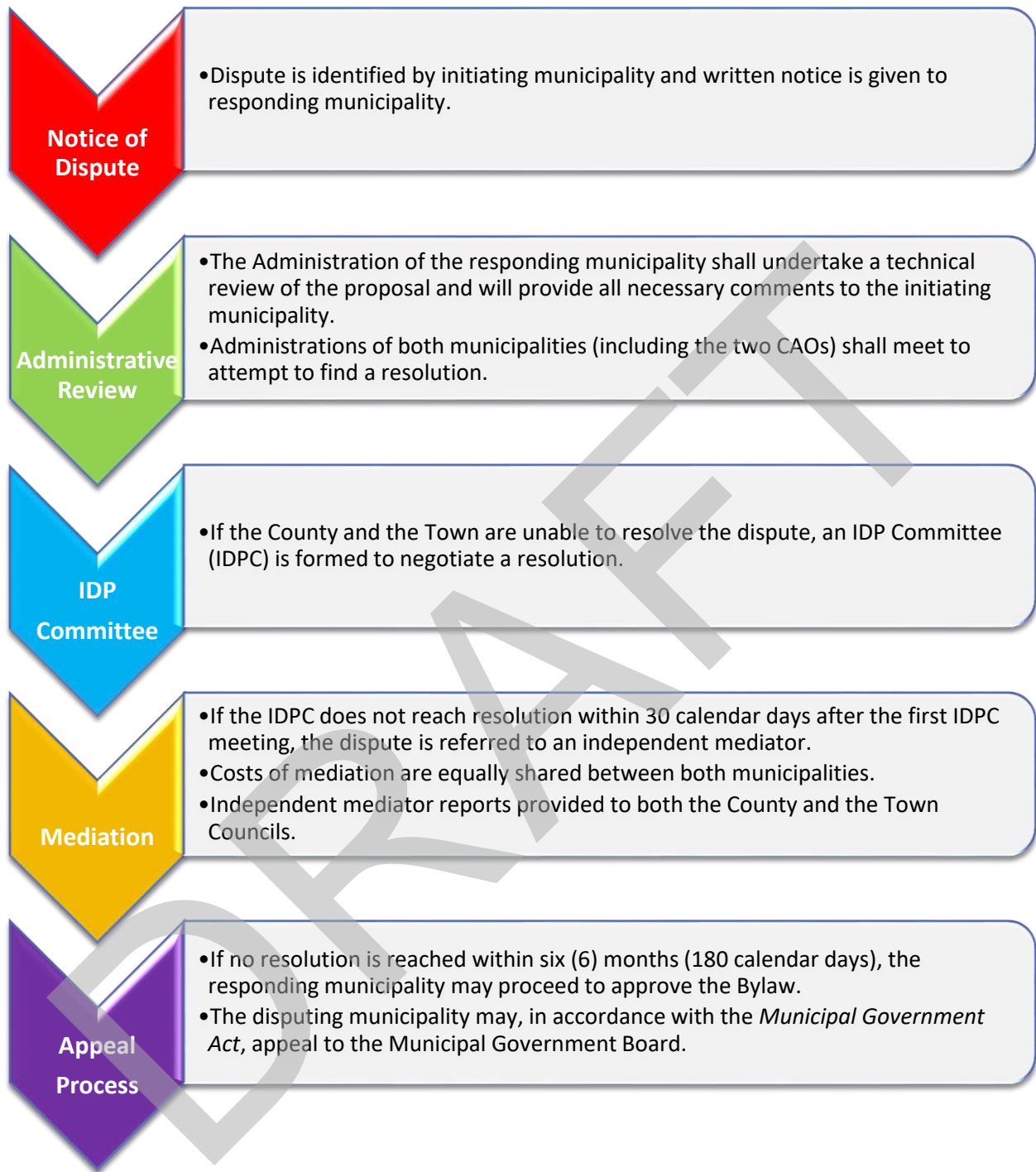
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- 1) When a dispute is identified, written notice is required to be given to the adjacent municipality.
- 2) Administration from each municipality along with the two (2) Chief Administrative Officers (CAOs), shall meet and attempt to resolve the dispute
- 3) In cases where administration and the two (2) CAOs cannot resolve the dispute an IDPC shall be established to review the dispute and negotiate a resolution.
- 4) If the IDPC does not reach a resolution by the thirtieth (30<sup>th</sup>) calendar day following the first meeting the dispute will then be referred to mediation.
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# Brazeau County and Town of Drayton Valley

## Intermunicipal Development Plan

Brazeau County Bylaw: [1049-201084-21](#)

Town of Drayton Valley Bylaw: [2020/03/0](#)



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## LIST OF ACRONYMS:

ASP – Area Structure Plan  
 CAO – Chief Administrative Officer  
 ESA – Environmentally Sensitive Areas  
 IDP – Intermunicipal Development Plan  
 IDPC – Intermunicipal Development Plan Committee  
 LUB – Land Use Bylaw  
 MGA – *Municipal Government Act*  
 MGB – Municipal Government Board  
 MDP – Municipal Development Plan

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## 1.0 INTRODUCTION AND BACKGROUND

Brazeau County (hereafter referred to as the County) and the Town of Drayton Valley (hereafter referred to as the Town) work collaboratively. The original Intermunicipal Development Plan (IDP) was written to enhance collaborative working processes following annexation in 2011. The purpose of this revised IDP is to update the methodology for intermunicipal planning for the next five (5) years, as required by Government of Alberta regulations

Brazeau County and the Town of Drayton Valley as per section 631 of the *Municipal Government Act* have agreed to jointly update their existing IDP to have a cooperative approach for the purpose of land use and development, managing growth, the environment, infrastructure, dispute resolution and other vital community services along their shared borders.

## 2.0 PURPOSE OF THE PLAN

The purpose of the IDP is to have a co-operative approach for the process of land use and development, managing growth, environmental matters, infrastructure and dispute resolution along the borders of the Town of Drayton Valley and Brazeau County.

The plan will contain policies for:

- Land use
- Environment
- Infrastructure
- Intermunicipal Programs
- Economic and Social Development

## 3.0 GOALS

The Town and the County recognize and respect the autonomy and mandate of each municipality and acknowledge the need to establish common plans and policies that seek:

- a) To collaboratively plan and confirm future land uses, infrastructure, transportation and development within the Plan Area;
- b) To establish a logical and orderly development for each municipality, while seeking the advancement and promotion of the region as a whole;
- c) To reduce the potential for future conflict(s) through communication and encourage understanding;
- d) To identify and conserve environmental features, recreation and open space;
- e) To provide a process and procedure for dispute resolution, amendments and administration of the plan; and

- f) To enhance opportunities for increased quality of life through a diversified local economy and quality community services.

#### 4.0 PLAN AREA

The Plan Area is shown on Figure 1. It extends ~~into the County 0.48 kilometers to 2.41.2 kilometers (1½ mile to 1½ miles)~~ from the Town ~~boundary border as defined in the Annexation Settlement Agreement~~ except to the east where it extends to the top of the North Saskatchewan River valley. The Plan Area extends ~~into the Townward~~ 0.1 kilometre from the Town ~~bBoundary order~~. ~~The Plan Area includes the entire parcel located, wholly or partially, within the Plan Area buffer.~~ The joint Plan Area covers approximately ~~4,5832,681~~ hectares (~~11,3256,624~~ acres) of land.

Agriculture is the predominant land use in much of the Plan Area with clusters of country residential subdivisions and the Drayton Valley Golf and Country Club.

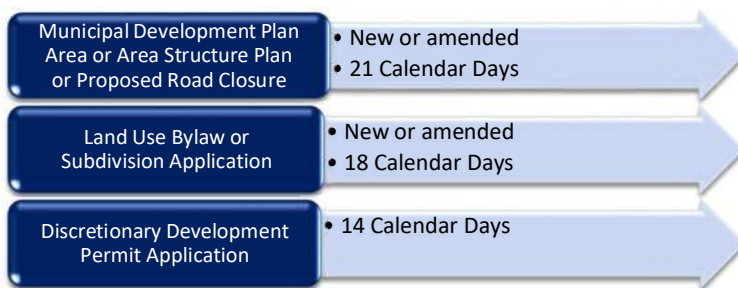
#### 5.0 LAND USE POLICIES

Brazeau County and the Town of Drayton Valley will communicate in good faith on land matters within the Plan Area. Any disputes will be addressed through section 9 of this plan. Each municipality will maintain their autonomy within their current boundaries and within the Plan Area.

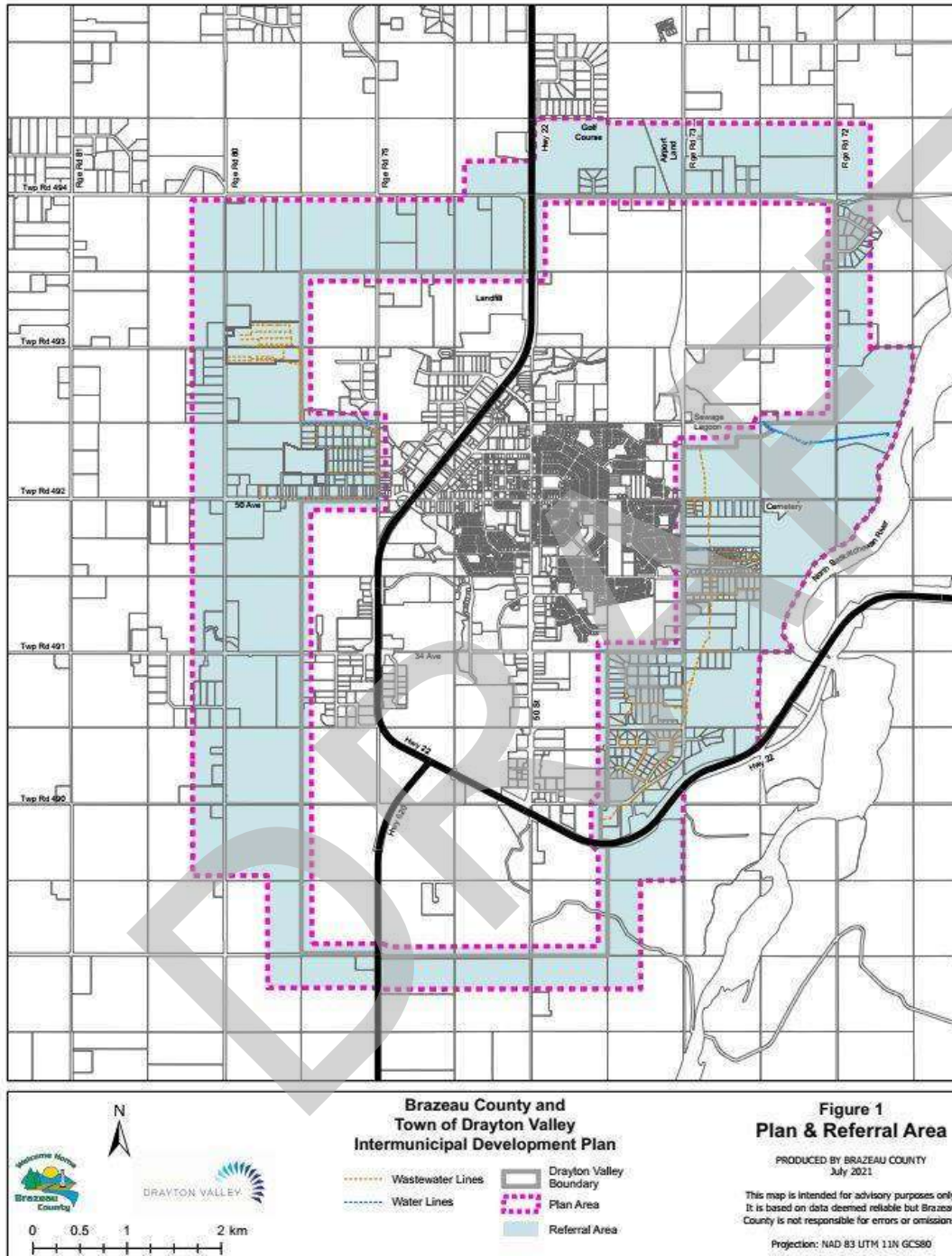
##### 5.1 Referral(s) / Consistency of Planning

The referral area ~~will be~~ includes all parcels of land located within the Plan Area a 400-metre buffer on either side of the shared intermunicipal border, as well as quarter sections that have any part of them currently served by water and/or sewer infrastructure within the County (refer to Figure 12). ~~The referral area shall be extended based on Brazeau County's five (5) year servicing strategy.~~

Major documents or applications, such as Area Structure Plans (ASPs), Municipal Development Plans (MDPs) and Land Use Bylaws (LUB) or their amendments, as well as subdivision and discretionary development permit applications, shall be referred to the adjacent municipality for review. Comments shall be provided to the referring municipality as outlined below. If no comments are received within the accepted timelines, the referring municipality will consider there are no objections, comments or concerns.



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## 5.2 Agricultural Preservation

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New residential development should be considered in currently serviced areas and in conjunction between the two municipalities.

### *Objectives:*

- Identify areas that are suitable for residential growth and specify density targets within the overall Plan Area;
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### *Policies:*

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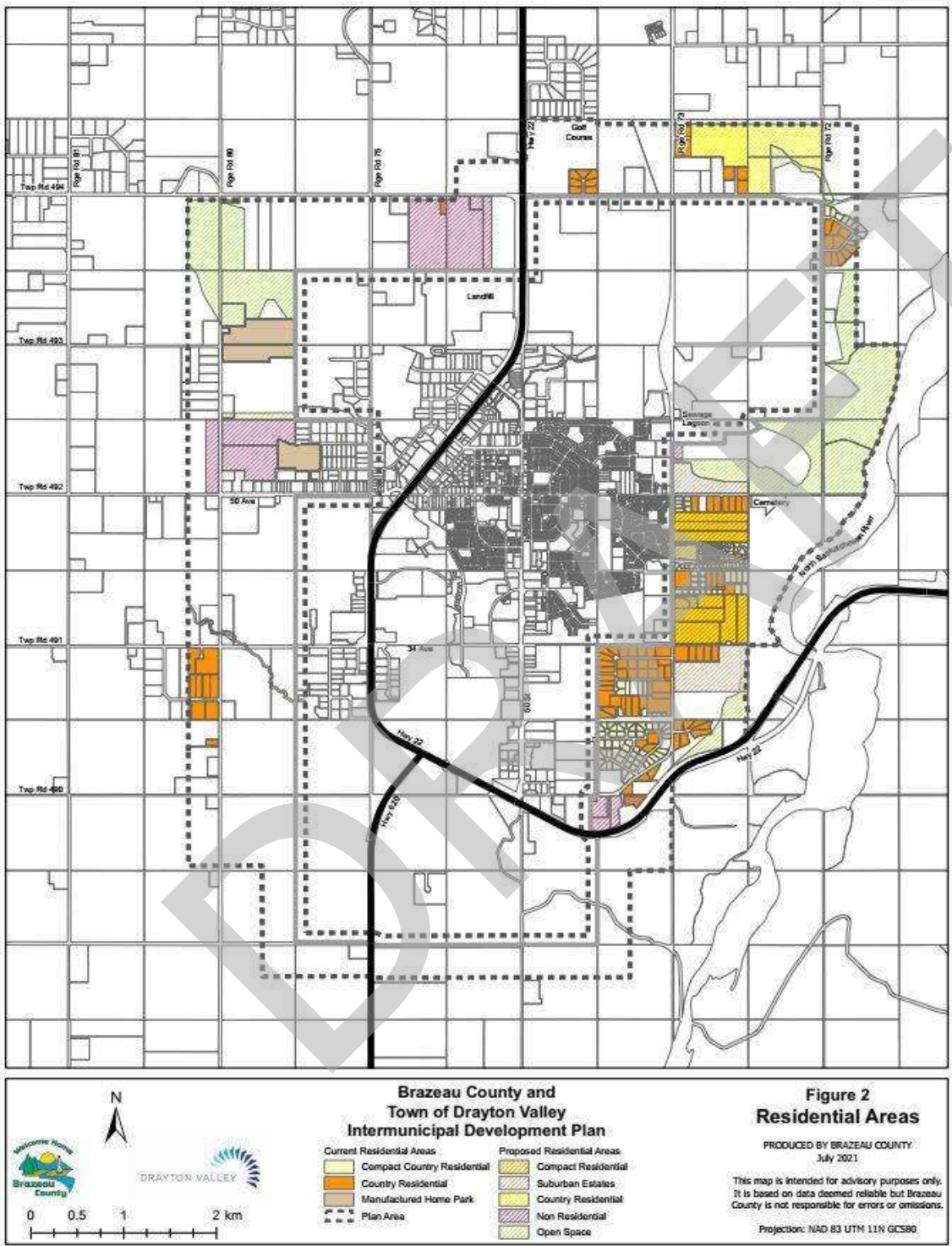
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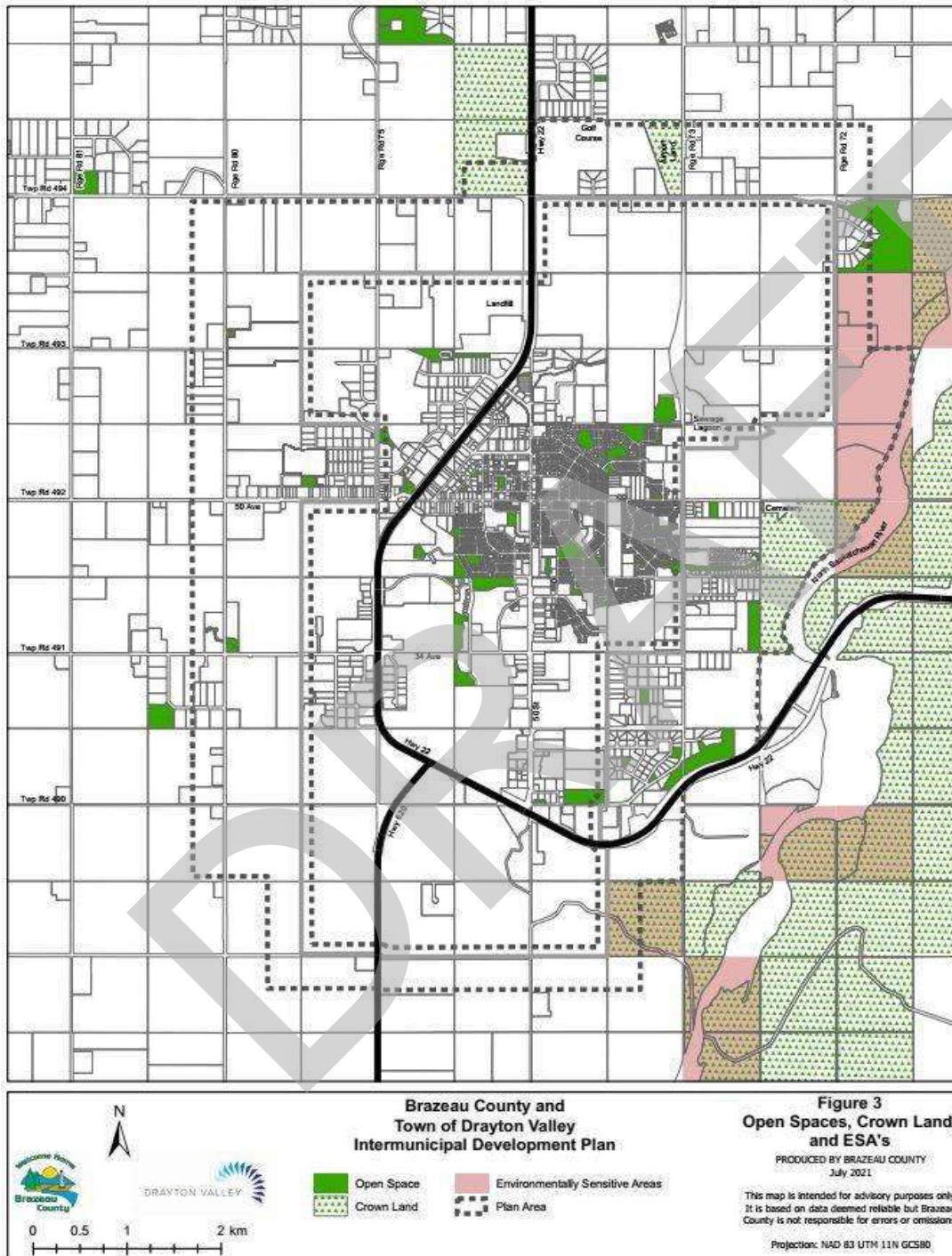
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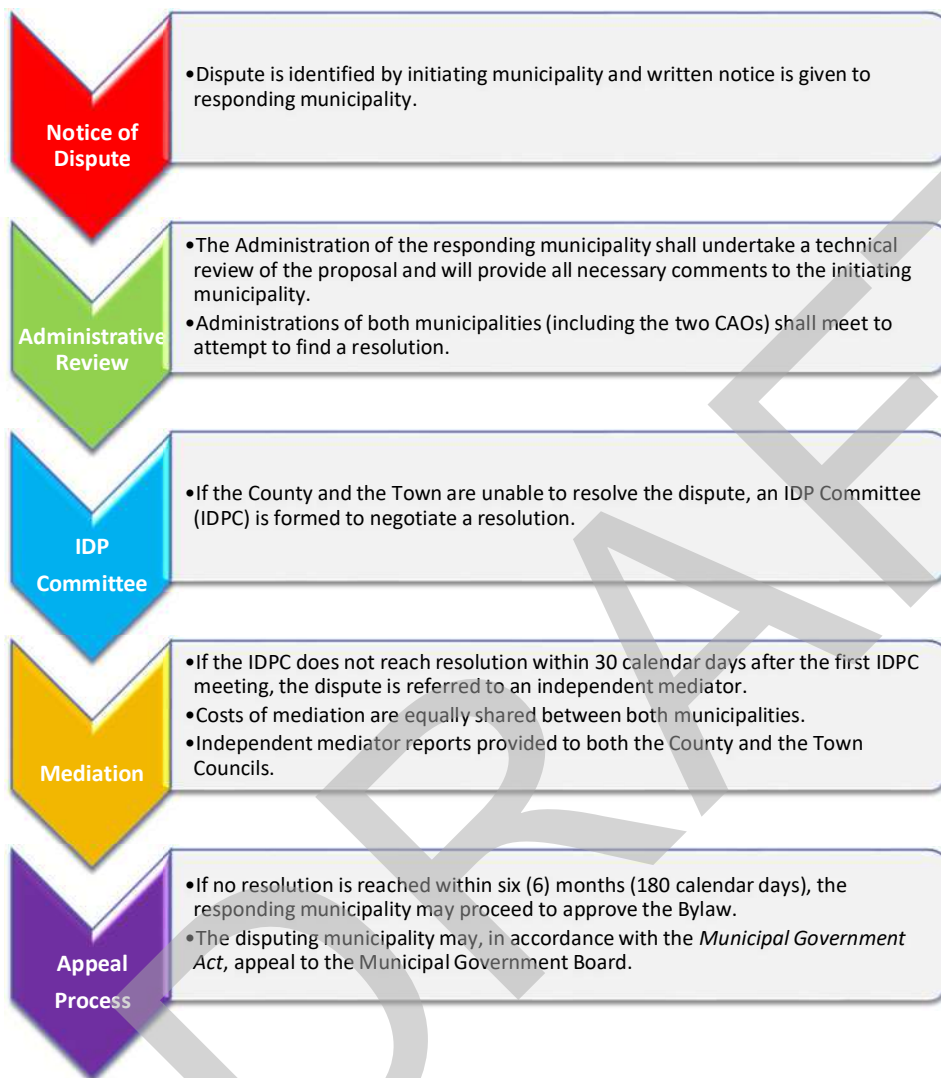
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## BRAZEAU COUNTY UPDATE REPORT TO COUNCIL

---

**SUBJECT:** Information on STIP Bridge Projects

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Zimran Khokhar, Project Manager  
Lynden Fischer, Director of Public Works & Planning

**UPDATE  
INFORMATION:**

Administration is bringing information regarding the Strategic Transportation Infrastructure Program (STIP) project submissions in response to the following motion, adopted during the regular Council meeting of July 6, 2021:

**603/21-07-06** Moved by S. Wheale to receive the correspondence from Minister McIver for information and have Administration bring back information on the projects delayed for next year.

**CARRIED UNANIMOUSLY**

Please find below information on all the STIP projects proposed for funding under the Local Road Bridge (LRB) program:

Bride File ID	Location	STIP Status	LRB Contribution (75%)	Brazeau County's Contribution (25%)	Total Project Estimate
BF 81139	Crossing Rge Rd 100 approximately 3.5 kms north of HWY 753	Awaiting the funding agreement from Alberta Transportation.	\$288,750	\$96,250	\$385,000
BF 81806	Crossing Rge Rd 70 at the junction of HWY 616	Awaiting the funding agreement from Alberta Transportation.	\$232,500	\$77,500	\$310,000



BF 70530	Crossing Twp Rd 482 approximately 180 meters east of Rge Rd 50	Awaiting Response.	\$1,612,500	\$537,500	\$2,150,000
BF 13214	Crossing Twp Rd 494 approximately 400 meters east of HWY 22	Awaiting updated BIM <sup>1</sup> to apply in 2021.	\$745,944	\$248,715	\$994,659
BF 71545	Crossing Rge Rd 71 approximately 1 km south of Twp Rd 504	Awaiting updated BIM <sup>1</sup> to apply in 2021.	\$877,500	\$292,500	\$1,170,000

1. Bridge Inspection and Maintenance (BIM) report.

On November 26, 2020 during the budget discussion Council adopted the following motion regarding STIP projects mentioned above:

**0911/20-11-26** Moved by M. Gressler that Council hold \$898,715 in the Engineered Structures Reserves for STIP Funding applications for Bridge Files: 81806, 81139, 71545 and 13214.

K. Westerlund offered a friendly amendment to include BF 70530 with funds from Buildings Restricted Surplus in amount of \$290,668.

M. Gressler accepted the amendment.

**CARRIED UNANIMOUSLY**



## **BRAZEAU COUNTY UPDATE REPORT TO COUNCIL**

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**SUBJECT:** 2021 Construction Projects Update

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Adam Saltesz, Assistant Director of Public Works, Public Works  
Zimran Khokhar, Project Manager, Public Works  
Lynden Fischer, Director, Public Works and Planning

### **UPDATE INFORMATION:**

For Council's information Administration has prepared this update report on the progress of 2020 construction projects thus far.

Projects are grouped categorically as follows:

- Contract Roads – Carry-Over from 2020;
- Contract Utilities – Carry-Over from 2020;
- In-House Roads – Carry-Over from 2020;
- Contract Roads – 2021 Approved;
- In-House Roads – 2021 Approved; and
- 2021 Culvert and Slide Projects.

## **Contract Roads – Carry-over from 2020**

### **Range Road 65 from Township Road 494 to Township Road 500 (AS)**

Design work is complete and land acquisition is underway with some agreements signed and finalized. There are 8 acquisition agreements required totaling 10.09 acres, and 6 backsloping agreements required totaling 9.81 acres. The land acquisition for this project is expected to cost \$60,855.00. Tree loss is a current concern for some ratepayers and administration is working on minimizing impact to the trees.

Discussions with concerned landowners has led to staking of some property lines for further clarification and information on project extents. Other adjustments have been proposed to the road layout to minimize impacts and disruptions to ratepayers, of which, discussions are still ongoing.

Administration is looking to continue discussions with concerned landowners now that an agreement between Taverner gravel pit and Brazeau County has called for dust control to be applied to the gravel haul route. It is hoped that with this additional “partnering” with the residents to get their gravel hauling concerns rectified, they will be more accommodating with the proposed design and land requirements for this project.

## **Contract Utilities – Carry-over from 2020**

### **Floating Treatment Wetland System (ZK) – Phase 2 In Progress**

The agreements with Covey Associates and the University of Alberta have been signed for the expansion portion of phase 2. The Modules arrived from Australia on March 8, 2021 and are now in storage awaiting summer 2021 for installation. Minor preparatory work on the in-situ modules has begun as they thaw, with the full installation expected to start as soon as summer 2021 arrives. The Green Municipal Fund (GMF) grant application with FCM will be presented to their respective Council in mid-April 2021, with the final decision expected in the first week of May 2021.

On April 23, 2021 Administration received confirmation from FCM for the successful application of the grant, Administration is waiting on FCM to forward the grant agreement for execution. The phase 2 of the floating wetlands is well underway with the modules already installed and waiting on warmer weather to plant the baskets. The research proposal for the Mesocosm study is being prepared, and the aeration system is awaiting on the supplier to ship (4 week delay). The solar contractor conducted a site visit to the Violet Grove Lagoon on May 5, 2021, to confirm the site location, do various checks and measurements. The solar array is in design phase and the application to Fortis for micro-generation has been submitted.

As of June 2, 2021 Administration has entered into a grant agreement with FCM for the floating wetlands project at the Violet Grove lagoon. Planting of the second row of modules has been completed, Administration is awaiting on the aeration equipment as well as the solar portion of the scope to complete the expansion phase. The University of Alberta has taken the first set of plant samples for baseline analysis. The Intermediate Bulk Container (IBC) totes have arrived as well as its associated aeration equipment, minor shop work remains prior to the site installation. Administration has received the quote from FortisAlberta for supplying the power poles to Violet Grove lagoon site, the cost will be \$68 per month for 12 years on our power bill.

The solar contractor confirmed on June 25, 2021, that they are in receipt of the aeration equipment. On June 28, 2021, FortisAlberta provided the Interconnection and Operating Agreement for the solar system at the Violet Groove Lagoon. Furthermore, FortisAlberta advised that their designer would be reaching out to Administration in the next two (2) weeks, with construction expected to start within the following eight (8) weeks. On June 26, 2021, the research agreement arrived for the Mesocosm study by the University of Alberta.

Administration met with the FortisAlberta representatives on-site on July 22 and 28, for finalizing the power-pole locations. The solar contractor completed screw pile drilling on July 19 with the anticipated solar panel installation work to commence in the second week of August. The Mesocosm study is well underway with the IBC totes set-up with plants, and two rounds of wastewater sampling already complete. Second set of floating wetlands' plant sampling is scheduled to take place August 6.

## **In-House Roads – Carry-Over from 2020**

### **Range Road 91a from Highway 621 to ¼ Section NW-36-49-09-W5M (ZK) – In Progress**

The construction of the new intersection connecting the newly built RR91A with Highway 621 will see the contractor start the work as soon as weather permits. The Roadside Development Permit issued by Alberta transportation has been extended to June 30, 2021.

On June 7, 2021, Administration met with the Contractor for the construction of the new intersection to connect the newly built RR91A with Highway 621. Construction is expected to begin in the next week and is expected to last for a week (weather dependent).

Construction commenced on June 28, 2021 of the intersection and is expected to last for a week (weather dependent).

The construction of the new intersection is complete as of July 19. Remaining work of removing the existing approach was completed July 30<sup>th</sup>.

### **Range Road 81 from Township Road 504 to Township Road 502 (AK) – In-Progress**

In House crews are scheduled to begin the second phase of the Range Road 81 on May 25, 2021 and expect to be complete at the end of July, 2021.

Mobilization to site was completed on May 25, 2021. All culverts on the new portion of the road have been installed, with the remaining 13 culverts being required on the existing section of RR81. 500 meters of the new road has already been brought up to grade, and fencing is currently underway. Within the next couple of weeks, it is expected that 1.4 km of new road will be up to design grade. Completion of this project is still on track for the end of July, 2021 (Weather Dependent).

Over 1.4 kilometers of new road is up to grade as of June 29, 2021, with significant progress being made due to the recent dry weather.

The entire section of new road has been built up to grade, and gravel surfacing will be applied starting Friday, July 30<sup>th</sup>, 2021. It is expected the new road will be open to travel during the week of August 2-6, 2021. Construction is continuing on the existing road with the upgrade and widening of the base structure.

## **Contract Roads – 2021 Approved**

### **Hamlet of Lodgepole Paving (AS) - Completed**

The tender for the overlay in Lodgepole closed on March 25, 2021 with Ledcor Highways Ltd. being the successful bidder. Construction is tentatively scheduled to commence in June 2021. With the cost savings realized from combining projects into one tender, administration should be able to pave the existing gravel section west of HWY 753, being 51 St and 55 Ave, with no additional impact to the project budget.

Administration has successfully included 51 St and 55 Ave upgrading in the project and will be bringing those gravel roads up to a pavement standard in 2021, while repairing and overlaying the

remaining asphalt surfaces within the Hamlet. Construction is on track to begin at the start of June, 2021.

The contractor has mobilized to site and completed the required digouts of the road base structure to repair localized base failures in select locations, installation of a centerline culvert, and minor ditching works. Re-paving within the Hamlet is expected to take approximately 10 days to complete (weather dependent).

The final construction inspection was completed on June 23, 2021 by all parties. The project finished on schedule and within approved budget.

#### **Township Road 494 from Range Road 54 to Highway 759 (AS) - Completed**

The tender for the overlay along Twp Rd 494 closed on March 25, 2021 with Ledcor Highways Ltd. being the successful bidder. Construction is tentatively scheduled to commence in June 2021. With the cost savings realized from combining projects into one tender, an extra mile will be overlaid with no additional impact to the project budget.

Administration has successfully included one extra mile of overlay into the project with no additional impact to the project budget, bringing the total length of roadway paved under this project to 3 miles from Hwy 759 to RR 54. Construction is on track to begin at the start of June, 2021.

The contractor has completed the required 3 miles of paving work during the week of May 31 – June 4, 2021. Line painting is scheduled to be completed on this road once the paving work in Lodgepole is completed. Temporary spotting is in place for lane markings.

The final construction inspection was completed on June 23, 2021 by all parties. The project finished on schedule and within approved budget.

#### **Township Road 480 from Range Road 71 to Range Road 72 (AS) – Cape Seal - Scheduled**

The contractor for this project (West-Can Seal Coating Inc) is beginning the testing of the existing base structure to determine an application rate for soil cement. Scheduling for this work TBD.

Samples of the road structure have been taken and testing and analysis is underway. Scheduling TBD.

An application rate for the cement soil stabilization is currently being determined based on lab testing of the base structure. It is anticipated that the contractor will mobilize to site and commence work in the second half of July, 2021.

This section of road is tentatively planned to be surfaced in conjunction with the TWP 495 double chip seal project. Discussions are ongoing with the contractor to determine a set schedule for the initial work of strengthening the road base, and the subsequent surfacing treatment.

The contractor will be doing the base stabilizing towards the end of August to align the crews for sealing/cape seal to follow directly on the heels of the stabilizing, while providing a longer window for the gravelock cure time on TWP 495. The stabilizing will be completed during the week of Aug 23 or Aug 30, with the other activities completed in the following 7-10 days.

### **Township Road 495 from Range Road 71 to Range Road 73 (AS) – Double Chip Seal – In-Progress**

The contractor supplying the soil stabilization product (Gravelock) has taken core samples of the base structure along the project limits and is currently testing to determine an application rate for the product. In-House forces will be utilized to apply the soil stabilization product and a third party will be applying the double chip seal coat once the base has had time to expel all absorbed, and adsorbed water in the clay base. Scheduling for this work TBD.

An application rate for the soil stabilization product has been determined and the product is in the process of being shipped to the County. Base repair work is scheduled for the beginning of June (weather permitting), with the final chip seal surface applied later in the construction season with exact details to be determined.

Base repair and application of the soil stabilization product is on track to commence the week of June 14, 2021 (weather dependent) and will be completed by in-house forces. The remaining work of applying a double chip sealed driving surface is tentatively scheduled to be completed within the second half of July in order to allow any trapped water time to be expelled from the base and to maximize the effectiveness of both products.

Soil stabilization work was completed by in-house forces the week of June 14, 2021. The product supplier obtained initial strength measurements of the road structure prior to application, and will return mid-july to perform additional follow-up testing. In order to achieve the best results from both the soil stabilization and the surfacing product, Administration requires follow-up strength tests in order to determine the best timelines for completing the project to ensure longevity and durability of the surface treatment.

The contractor will be looking to apply the double seal coat towards the end of August to allow for maximum cure time of the applied gravelock stabilization product. Administration will be providing updated notifications to the residents in the area notifying them of the current schedule.

### **Range Road 73 from Meier Rd to Township Road 492 (AS) – Micro-Surfacing - Completed**

Minor preparation work is required to begin the application of the microsurfacing product along this section of the ring road. The surfacing work will likely take place once the base is complete on TWP 480 in order to avoid multiple mobilization costs. Scheduling for this work TBD.

The surfacing work performed at this location will coincide with the Cape Seal surfacing along Twp Rd 480. Scheduling TDB.

The contractor was able to advance their schedule and mobilize for this work on June 4, 2021. The contractor attempted to complete all required work over the weekend in order to eliminate concerns with work traffic, school busses, higher traffic volumes, etc, however, the weather prevented completion during the desired timeframe. As of June 8, 2021, the contractor requires one full day of good weather to complete the project.

The microsurfacing trial project has been completed. Administration will be continually monitoring this segment of the Ring Road to determine suitability, durability, etc, of the product.

### **Watercourse Crossing on SE-26-47-8-W5M (ZK)**

Discussions with Jones Trucking regarding cost share agreement for this work have been positive. Design work on a suitable bridge crossing (Oilfield Bridge) is underway to determine a bridge size that will minimize earth work and impacts on budgets.

As of April 14, 2021 the Consultant has been given the green light to proceed with the preliminary design work on the bridge crossing as well as the road improvement work. The survey work was completed two (2) weeks ago by the consultant, all the data has been reconciled this week and sent over to their bridge department. The conceptual preliminary road design is complete but it might change depending on the bridge team's results, and they will likely take about two (2) weeks to review the data and come up with options for the watercourse crossing.

The Consultant's bridge team is continuing to work on the preliminary design in order to determine the feasibility of a suitable crossing i.e., a culvert or a bridge.

Administration received the preliminary engineering report on July 26; it provides two options, namely a single span oilfield type bridge ("Jimbo Girder Bridge"), or a 3.05 meter diameter Steel Plated Corrugated Steel Pipe (SPCSP) culvert. Administration is in review of these two alternatives prior to proceeding with the detailed design and construction.

### **Contract Utilities – 2021 Approved**

#### **Cynthia Lagoon Refurbishments (ZK)**

The Engineering work has been underway on the project since January 2021, with permitting and approvals currently in progress. The first revision of the draft tender was received in the second week of April 2021, and is currently in review with Administration.

On May 7, 2021 the tender for the refurbishment work at the Hamlet of Cynthia Lagoon has been closed, and a separate Request for Council Decision report is being brought to Council on May 18, 2021 for review and approval of the tender prices.

In consultation with Alberta Environment and Parks, stockpiling the waste excavation is not permitted; however, land spreading is permitted, as a result, Administration is in consultation with Parkway to obtain their cost for land spreading the waste excavation materials on the same land (SE 5-50-10-W5M) in Cynthia.

Parkway has advised Administration that the cost to spread the waste excavation materials within Cynthia would be more expensive than on their lot off Township Road 504. This is due to the land striping costs estimated at approximately \$15,000 per acre; however, the estimated savings resulting from shorter hauling distance is approximately \$30,000. Administration requires Council directive on moving forward.

As per motion 655/21-07-20, Administration will bring back the project to the fall 2022 budget deliberations.



## **In-House Roads – 2021 Approved**

### **Range Road 90 South of Highway 620 to Township Road 482 (AK) - Scheduled**

Brushing for this project has been completed. Coordination with utility companies for crossing approvals is underway, with hydrovac work being completed April 15, 2021 to determine depths of Utilities. The project is tentatively scheduled to commence construction mid-August, 2021 and is expected to be complete mid-September, 2021.

Utility crossing approvals are nearing completion. Schedule is still on track to begin mid-August, 2021.

In-House crews will be mobilizing to site after the completion of the RR81 project.

## **2021 Culvert and Slide Projects**

### **Range Road 52 North of Township Road 492 Slide Repair (AK) - Completed**

Repair works on the RR52 slide north of Twp Rd 492 is scheduled to commence after the completion of the new road on RR81 by in-house crews, tentatively set to begin the end of July 2021 and completed mid-August 2021(weather dependent).

As per motion 492/21-06-01, Administration has gathered quotations for the required repair works by local third party contractors. A separate Update Report will be presented to Council on June 15, 2021 outlining this information.

In-House crews began mobilizing to site on June 21, 2021. The stretch of hot and dry weather during this repair aided in advancing the construction schedule to where the project will be substantially complete by June 30, 2021. The crew on this site will return to RR81 to complete the new road construction before proceeding to RR90.

### **Township Road 494 Approx. 150 meters East of Range Road 72 – Slide (AS) - Scheduled**

In-house crews will mobilize to site once priority work has been completed. Scheduling TBD.

Due to capacity issues and the advancement of the slide, this work is planned to be contracted out to a third party for completion. It is expected to have this location repaired by the middle of July, 2021. As per motion 492/21-06-01, Administration has gathered quotations for the required repair works by local third party contractors. A separate Update Report will be presented to Council on June 15, 2021 outlining this information.

Administration is working with the contractor to determine a start date and construction schedule. Exact repair dates TBD.

The contractor is arranging equipment to be brought to site and hopes to be mobilized to begin repairs during the first week of August. Administration was advised that the contractor had equipment available during the time of bidding, however, delays resulted from the extended review/award of the project where the contractor had other commitments arise.

### **Range Road 52 South of Highway 39 to the Carnwood Hall – Culvert/Slide (AS) - Completed**

As per motion 492/21-06-01, Administration has gathered quotations for the required repair works by local third party contractors. A separate Update Report will be presented to Council on June 15, 2021 outlining this information.

Maintenance crews have successfully replaced the two failed centerline culverts. As of June 29, 2021, it is expected that all clean-up work will be completed and the road opened for travel by July 1, 2021.



## **BRAZEAU COUNTY**

### **UPDATE REPORT TO COUNCIL**

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**SUBJECT:** Cynthia Roads & Sidewalks

**DATE TO COUNCIL:** August 3, 2021

**PREPARED BY:** Adam Saltesz, Assistant Director of Public Works  
Lynden Fischer, Director of Public Works & Planning

**UPDATE  
INFORMATION:**

On July 20, 2021, Council made the following motion;

**622/21-07-20** Moved by H. Swan to have Administration bring back information on the Cynthia streets and sidewalks and the school bus issues.

**CARRIED UNANIMOUSLY**

The Cynthia Area 2 Rehabilitation project saw the underground utility infrastructure upgraded, which also required the paved driving surface and ditches to be repaired due to the excavation and replacement of the underground utilities.

Prior to the tendering and subsequent construction activities, previous administration approved the cross section design submitted by the design consultant. The approved design cross section substantially increased the capacity in the ditches by making them significantly deeper and wider than what was previously existing, and did so by reducing the overall width of the driving lanes.

As the ditches are now steeper and the overall width for the driving surfaces has decreased, parking has become an issue on the roads in front of the residences. As the streets within this area are a two way street, vehicles have been parking on both sides of the road. With the decreased road width and the grade of the ditches preventing parking off the shoulder, if two vehicles park on the street within a close proximity, the width remaining for vehicles to drive through is significantly reduced or not adequate, causing concern. Recently, Administration was advised that during school days, the school

bus had a difficult time making the turns (ex. 49St & 55Ave) in the area and passing by vehicles parked on the streets due to the road width and vehicles parked on both sides of the street. In addition to the lack of parking due to the increased ditch dimensions, maintaining the slopes within the ditch has also been brought forward as a concern. With the steep grades present in the ditches, residents have issues maintaining the grass due to difficulties maneuvering a lawn mower on the slopes.

All residences in this area have back alley access with driveways/parking accessible from the back alleys. These driveways accessed from the back alleys are the preferred location for residents to park, however, the issues seen along these streets are compounded with other visitors parking along the road, delivery vans, moving trucks, school busses, etc.

The approved design for the Cynthia Area 2 cross section did not consider how residents in the area would access the roadway in front of their properties on foot with the ditches that had been designed. Prior to this project, all residences had paving stones/pavers/walkways set in the grass as a pathway to access the roadway. With a less prominent ditch previously (i.e. a smaller “swale” provided drainage), there were no issues with previously accessing the roadway from the properties. A scope change approved by previous administration saw the installation of raised sidewalks, which connected the street frontage to the properties in the area. This design did not take into account wheelchair accessibility standards (minimum 32” width required), as many sidewalks have a substandard width of 24”. Also, with the current depth of the ditches in the area beneath the sidewalks, concerns have been raised regarding general safety while using these sidewalks, especially in the winter season when these pathways may become slick from ice and snow.

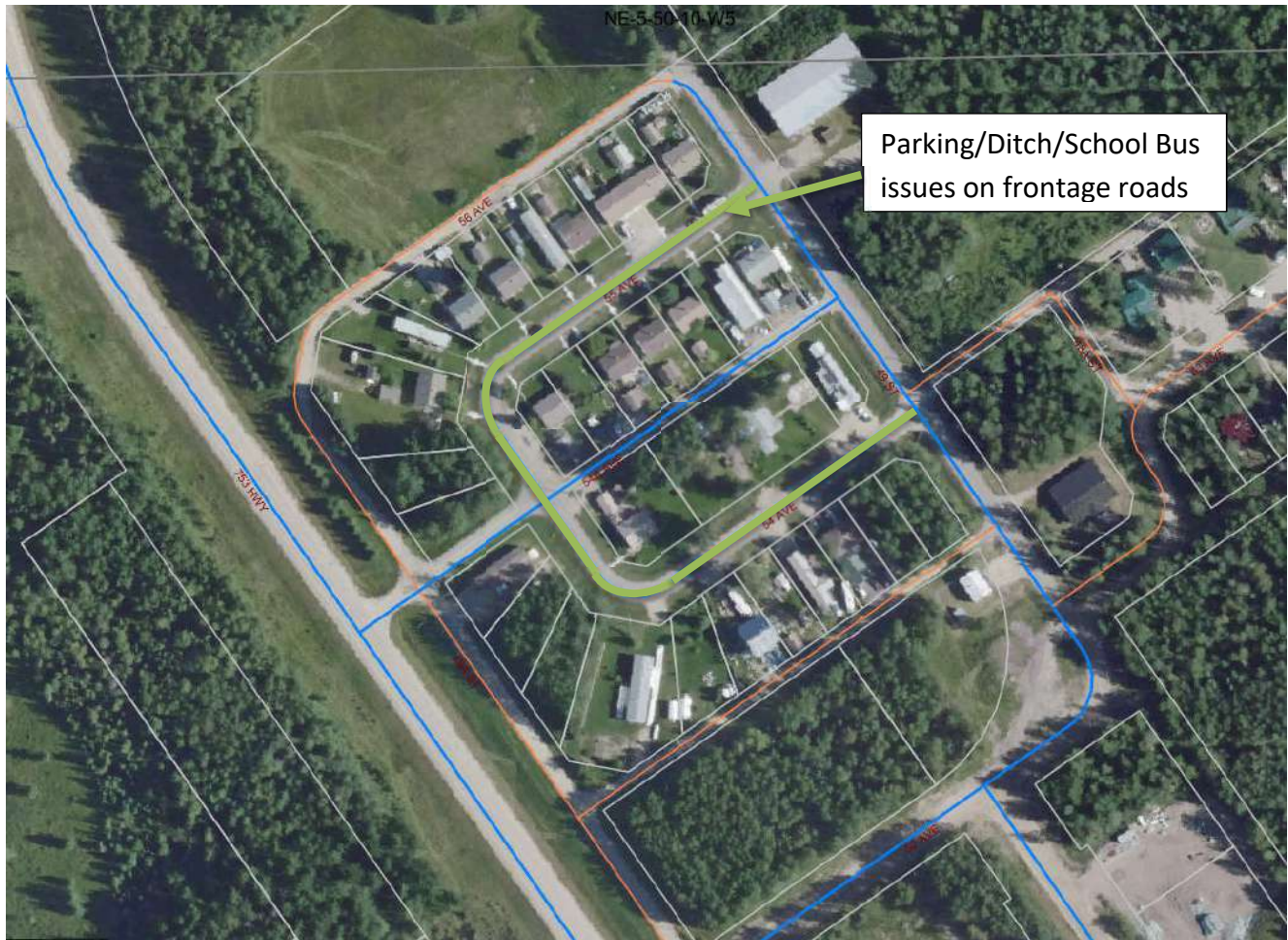
The cross section design for Cynthia Area 2 could have been improved with either of the following;

- Conversion of the previous rural cross section to include a curb & gutter drainage system
- Returning the cross section to previous conditions
- Incorporation of approaches/driveways to service lots without front access
- Considerations for a One-Way roadway network\*\*
- Considerations for “No Parking” signage along one side of the road\*\*

\*\* These items may alleviate the parking/passing issues, but will certainly cause additional concerns as someone will always be left driving further on a one-way roadway conversion, and may seem unfair to some, depending on whichever side of the street is changed to restricted parking.

The following images are included to present an overhead view of the Cynthia Area 2 Infrastructure Upgrade project, before and after construction works, and the impacts to the driving surface width from this upgrade;

**Overhead View of Cynthia Area 2 (2020)**

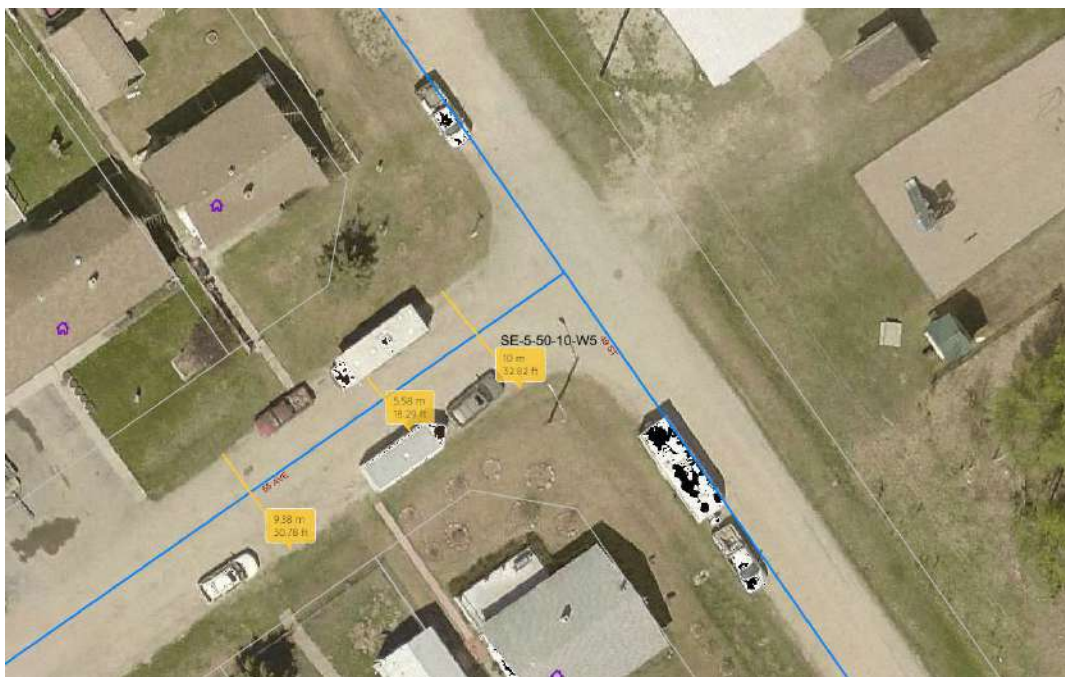


The above image shows the residential roadways impacted by the larger ditches and narrower driving lanes, which are highlighted in green.

The problems noted within this report mainly occur on 55<sup>th</sup> Avenue as a majority of residences do not have access/driveways along the front streets, however, the concerns with the ditches and sidewalks are present on both 54<sup>th</sup> and 55<sup>th</sup> Avenues.



### **Pre-Construction (2017)**



The above photo shows the pre-construction conditions at the intersection on 49St & 55Ave within Cynthia. The width available for vehicles and parking prior to the infrastructure upgrade ranges from 9.25m – 10+m, which has been approximated based on 2017 historical hamlet air photos.

### **Post-Construction (Circa 2020)**



The above photo shows the post-construction conditions at the intersection on 49St & 55Ave within Cynthia. The width currently available is 7.0 meters, reduced to 4.3 meters with one parked car.

The consultant for the design and construction supervision works for this project was dismissed by current administration due to the lack of design forethought, poor design choices (ditches, reduced pavement width, and sidewalks), and a lack of any construction supervision on the project. Current Administration has been attempting to remedy some concerns raised by residents in the area, however, any significant improvements require additional funding as repairs to the design would exceed what is currently available in the approved operating budgets (budgetary issues), or would require time commitments from our maintenance crews that would prevent the completion of other critical tasks (scheduling/staffing issues).

### **Potential Improvements**

Suggestions to improve the issues experienced recently in Cynthia Area 2 include the following;

- #1) Include “Cynthia Area 2 Ditch Repairs” in the 2022 Capital Budget Discussions, which would see the following work to bring this location back to a pre-construction state;
  - Drainage Assessment for the Area
  - Removal of existing sidewalks
  - Filling in the current ditches
  - Include a smaller swale for drainage
  - Allowing for parking on grassed or graveled shoulder
  
- #2) Include “Cynthia Area 2 Overland Drainage Upgrades” in the 2022 Capital Budget Discussions and potentially perform a “final” upgrade to the area, which would call for the following scope of work;
  - Drainage Assessment for the Area
  - Removal of existing sidewalks
  - Filling in the current ditches
  - Incorporate Curb & Gutter into this area (w/ no underground storm sewer)
  - Widen pavement to accommodate parking
  
- #3) Install “No Parking” Signs, or convert to a One-Way street system.

**BRAZEAU COUNTY**  
**BANK RECONCILIATION**  
**General Account - TD Bank**

**As of June 30, 2021**

	30-Jun-21	30-Jun-20
<b>General Ledger Balance</b>		
<b>General Ledger Account # 03-12-00-120</b>	\$ 8,863,624.22	\$ 15,773,000.19
ADD: Pending General Ledger Posting for Adjustment (Adjustment will be posted to General Ledger on posting of bank reconciliation)	\$ 172,625.22	\$ 570,864.25
LESS/Add: General Ledger Posting in subsequent period and timing adjustment	\$ 61,470.05	\$ (492,772.91)
LESS: Adjustment entry		
<b>Adjusted General Ledger Balance</b>	<u><u>\$ 9,097,719.49</u></u>	<u><u>\$ 15,851,091.53</u></u>

<b>Bank Statement Balance</b>	\$ 8,951,746.48	\$ 19,101,429.68
ADD: Outstanding Deposits (Transit amounts which will be credited in bank statement next month)	\$ 149,062.09	\$ 408,086.30
LESS: Outstanding Cheques (Cheques issued but not presented to bank for payments)	\$ (3,089.08)	\$ (3,658,424.45)
LESS: Adjustment entry		
<b>Adjusted Bank Statement Balance</b>	<u><u>\$ 9,097,719.49</u></u>	<u><u>\$ 15,851,091.53</u></u>


Approved by: \_\_\_\_\_

Colin Swap  
General Manager of Finance

Date: 7-Jul-21

11:27:00 AM



<b>BRAZEAU COUNTY</b>  <b>REQUEST FOR COUNCIL DECISION</b>		
SUBJECT:	Council Legal Expenses	
DATE TO COUNCIL:	August 3, 2021	
SUBMITTED BY:	C. Swap, General Manager of Finance	
ENDORSED BY:		
REVIEWED BY CAO:	S. McKerry, Interim CAO	
FILE NO:		

### **RECOMMENDED ACTIONS:**

That Council allocate an additional \$50,000 to Council Legal Expenses 02-11-00-232 for 2021 with the funds coming from Cultural Facilities Reserve.

#### **1. TOPIC DEFINED**

##### **Executive Summary**

In anticipation of increased legal fees for 2021 Council budgeted additional legal expenses for a total of \$50,000 in the 2021 Final Budget. Council has currently reached that \$50,000 mark with its legal expenses to July of this year.

With arbitration costs still to be realized in the second part of 2021 Administration is recommending Council re-allocate funds from reserves to cover these anticipated costs and any other legal costs that may arise.

##### **Relevant Policy:**

N/A

##### **Strategic Relevance:**

N/A

## 2. **ANALYSIS OF RECOMMENDED ACTION**

That Council allocate an additional \$50,000 to Council Legal Expenses 02-11-00-232 for 2021 with the funds coming from Cultural Facilities Reserve.

Advantages	Disadvantages
<ul style="list-style-type: none"><li>- Re-allocating the funds will ensure there is enough money in GL 02-11-00-232 to cover legal fees for the remainder of 2021</li></ul>	<ul style="list-style-type: none"><li>- Money needs to be re-allocated from a reserve account</li></ul>

## 3. **IMPLICATIONS OF RECOMMENDATION**

### **Operational:**

N/A

### **Financial:**

If approved, Finance will re-allocate the funds from the Cultural Facilities Reserve account. As of today that reserve account has a balance of \$395,393.

### **Attachments:**

N/A

## Christina Scharfl

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**From:** Kara Westerlund  
**Sent:** Tuesday, July 20, 2021 7:58 PM  
**To:** Shawn McKerry  
**Cc:** Christina Scharfl  
**Subject:** FW: Alberta Coal Policy

Good evening,  
Can the below email be included in correspondence on the next council agenda?  
Thank you ☺

**From:** Marty Prentice <martpren4@gmail.com>  
**Sent:** Tuesday, July 20, 2021 4:59 PM  
**To:** Sara Wheale <SWheale@brazeau.ab.ca>; Anthony Heinrich <AHeinrich@brazeau.ab.ca>; Marc Gressler <MGressler@brazeau.ab.ca>; Donna Wiltse <dwiltse@brazeau.ab.ca>; Heidi Swan <HSwan@brazeau.ab.ca>; Kara Westerlund <KWesterlund@brazeau.ab.ca>; Bart Guyon <BGuyon@brazeau.ab.ca>  
**Subject:** Alberta Coal Policy

Dear Brazeau Reeve and Councillors:

I understand that Council hosted a presentation today by Robin Campbell, the President of the Coal Association of Canada ("CAC"). Unfortunately because of other commitments I was unable to view his presentation.

I am emailing you out of a very real concern that our Brazeau County has been reluctant, as far as I am aware, to arrive at a public position respecting the cancellation of the 1976 Alberta Eastern Slopes Coal Policy and subsequent maneuvers by our provincial government or file any submissions to the Provincial Coal Panel as have a significant number of other Alberta municipalities, both large and small. While your brethren in many other rural municipalities have taken strong positions advocating for a ban on any coal mining in our iconic and precious foothills, you have been idle.

I find your position - or lack thereof - to be particularly hypocritical compared to your immediate and very strong opposition to the previous government's consultation document on the Bighorn Country. It was obvious that you had not even thoroughly studied it before you reacted with great umbrage seemingly stirred on by the current oxymoron Minister of the Environment. As an aside, is it not the role of environment ministers to protect the environment rather than to sell it out or as a previous minister (AKA Mr. Cambell) is currently attempting to accomplish with Australian mining companies?

Over the past several weeks, I have shared a number of documents with my Councillor, Kara Westerlund, mostly from experts that confirm that our provincial and municipal governments should simply ban all coal mining in the Rocky Mountains and foothills. Based on so many factors, including ascetic loss, flora and fauna destruction, economic damage to other industries including agricultural and tourism, downstream water poisoning (no matter what Mr. Campbell or the coal companies may allude to, there is no scientific means of preventing selenium leaching into our river systems from metallurgic coal mining), among others, there is no acceptable rationale for not opposing any proposed coal mining in that area.

Mr. Campbell and other coal mining proponents may suggest there are economic benefits for communities in the proposed coal mining areas (the Crowsnest and western Clearwater County). Certainly the mines would generate a few hundred jobs, but would they all be local or even for Albertans, and remember that modern

mines, like most current industries, are highly mechanized and no longer require the intensive labour of mining of yore. They may also laud the financial benefits to the Alberta taxpayers of lease sales and royalty payments. But these foreign coal companies have already cut a special deal with the UCP government such that the exploratory coal lease payments are a mere pittance and the proposed royalty rates will be meagre and significantly lower than presently being paid by these companies in Australia.

Then we must consider that the demand for coal is now and will eventually exponentially decrease during the proposed life of any such mines. Coal will no longer actually be a resource. Then compounding this is the politics; Australian coal mining is on our doorstep (i.e. at our foothills) because the Chinese are upset with Australia and has cut off most of their coal imports from the latter. Our political discourse with China is also currently troublesome and such potential export markets could dry up anytime. Bye bye coal mines. Bankruptcies and huge clean ups! Of course we cannot actually fully clean up a coal mine footprint or even adequately mitigate the damages they will have inflicted. Look how successful we are at cleaning up our orphan wells and their environmental impact is not as significant as coal mining.

Of course, I am sure you have each received other missives respecting this issue and I could go on but my purpose here is basically to summarize the compelling reasons for putting your collective voice on the line in opposing any coal exploration and/or mining in our Rocky Mountains and eastern slopes and providing this to the Alberta Coal panel.

Respectively submitted  
Martin Prentice