



**Town of Morinville – Regular Meeting of Council  
Tuesday, January 10, 2012 - 7:30 pm**

Community Cultural Centre

	<b>Presenter</b>	<b>Page Number</b>
<b>1.0 Call to Order</b>	Mayor L. Bertschi	
<b>2.0 Adoption of Agenda</b>		
2.1 Additional Items		
2.2 Disclosure of Interest		
<b>3.0 Adoption of Minutes</b>	Mayor L. Bertschi	
3.1 Regular Meeting of Council		
3.1.1 November 22, 2011		1-4
3.1.2 December 13, 2011		5-10
3.2 Business Arising from the Minutes		
<b>4.0 Delegation</b>		
4.1 Morinville and District Ag Society Annual Easter Egg Hunt	Monica Bradley	11
<b>5.0 Policy</b>		
5.1 Winter Road Maintenance Policy	Jennifer Maskoske	12-15
5.2 Community Grants Policy CS4/2010	Jennifer Maskoske	16-31
<b>6.0 Bylaw</b>		
6.1 LUB Amendment - Bylaw 1/2012 R11-005 1 <sup>st</sup> Reading	Greg Hoffman	32-45

**7.0 New Business**

- |     |   |                              |                                    |
|-----|---|------------------------------|------------------------------------|
| 7.1 | FCSS Grant  | Tyler Edworthy               | 46-49<br>Applications<br>to Follow |
| 7.2 | Strategic Planning Framework                                    | Debbie Oyarzun               | 50-51<br>Framework<br>to Follow    |
| 7.3 | Community Futures Tawatinaw<br>Appointment of Member            | Debbie Oyarzun               | 52-55                              |
| 7.4 | Sturgeon Regional Economic Development<br>Appointment of Member | Greg Hoffman                 | 56-62                              |
| 7.5 | Council Change Control Process                                  | Deputy Mayor B. Van De Walle |                                    |

**8.0 In / Out for Council**

**9.0 Mayor's Report**

**10.0 Questions**

**11.0 "In-Camera" – Council Only**

**12.0 Adjournment**



**Town of Morinville – Regular Meeting of Council**  
**Tuesday, November 22, 2011 - 7:30 pm**

Community Cultural Centre

**Present:**

Mayor L. Bertschi  
 Deputy Mayor B. Van De Walle  
 Councillor G. Boddez  
 Councillor N. Boutestein  
 Councillor L. Holmes  
 Councillor P. Krauskopf  
 Councillor D. Pattison

**Staff:**

D. Oyarzun, Interim CAO  
 C. Valcourt, Director, Public Works  
 G. Hofmann, Director, Planning & Development  
 A. Isbister, Director, Corporate Services  
 T. Edworthy, Acting Director, Community Services  
 J. Maskoske, Legislative Officer

**1.0 Call to Order**

Mayor L. Bertschi called the meeting to order at 7:30 pm.

**2.0 Adoption of Agenda**

2.1 Additional Items

Moved by Councillor D. Pattison to accept the agenda with the following additions:

- 6.7 Sponsorship Request: Community Christmas Celebration
- 6.8 Deputy Mayor Binder
- 6.9 Council Financial Audit 2011

Carried 7-0

2.2 Disclosure of Interest

**3.0 Adoption of Minutes**

- 3.1 Regular Meeting of Council November 8, 2011 232/2011

Moved by Councillor D. Pattison to accept the minutes of November 8, 2011, as presented.

Carried 7-0

3.1 Business Arising from the Minutes

Nil

**4.0 Presentations**

- 4.1 Centennial Quilt Presentation to Council 233/2011  
Alberta MacAulay

Ms. MacAulay, along with her group of quilters, presented the Centennial Quilt to Council. Themes for the quilt blocks were created and local quilters gathered to put their creative minds to work. The finished product was a combination of memories from Morinville over the last 100 years.

- 4.2 Joy Thimer 234/2011  
Community Services Bylaw

Ms. Thimer requested her delegation be postponed to a future Council meeting.

- 4.3 Linda Lyons 235/2011

Ms. Lyons presented to Council her specific concerns on Budget 2012. A letter of response will be sent to Ms. Lyons responding to each of her inquiries.

- 4.4 Paul O'Dea 236/2011

Mr. O'Dea presented to Council his specific concerns on Budget 2012. A letter of response will be sent to Mr. O'Dea responding to each of his inquiries.

- 4.5 Jackie Luker 237/2011  
GP Vanier School Fundraising Chair

Ms. Luker presented a request to Mayor and Council requesting \$50,000 to help purchase and install the new playground structure slotted for G.P. Vanier School.

- 4.6 Municipal Development Plan 238/2011

Vicki Dodge provided Council with an update on the Municipal Development Plan and next steps.

**5.0 Bylaws**

- 5.1 Waste Management Bylaw 14/2011 239/2011

Moved by Councillor L. Holmes Waste Management Bylaw 14/2011 be given first reading.

Carried 7-0

- 5.2 Sewer Rates Bylaw 15/2011 240/2011

Moved by Councillor D. Pattison Sewer Rates Bylaw 15/2011 be given first reading.

Carried 7-0

5.3 Water Rates Bylaw 16/2011 241/2011

Moved by Councillor G. Boddez Water Rates Bylaw 16/2011 be given first reading.

Carried 7-0

5.4 Business License Bylaw 13/2011 242/2011

Moved by Councillor P. Krauskopf Business License Bylaw 13/2011 be given first reading.

Carried 7-0

**6.0 New Business**

6.1 2011 Quarter 3 Report 243/2011

Moved by Councillor D. Pattison that the 2011 Quarter 3 report be received as information.

Carried 7-0

6.2 Budget 2012 244/2011

Moved by Councillor D. Pattison to give Budget 2012 as amended 2<sup>nd</sup> reading.

Carried 6-1

Councillor D. Pattison moved that the Council meeting be extended to 11:30 pm.

Carried 7-0

6.3 Business Plan 245/2011

Moved by Councillor L. Holmes that the Business Plan be given 1<sup>st</sup> reading.

Carried 7-0

6.4 Council Computer Replacement Policy 246/2011

Moved by Councillor N. Boutestein that Council Computer Purchasing and Replacement Policy be approved as presented.

Carried 7-0

6.5 Snow & Ice Control Administrative Policy 247/2011

Presented as information, although not required to be reviewed by Council as this is an Administrative policy.

6.6 December 20<sup>th</sup> Council meeting 248/2011

Moved by Councillor L. Holmes that December 20, 2011 be added as a meeting of Council.

Carried 7-0

6.7 Sponsorship Request 249/2011

Moved by Councillor L. Holmes that Council sponsor \$500 to the Community Christmas Celebration for new cardstock covers for the programs and the purchase of 80 flameless pillar candles.

Carried 7-0

6.8 Deputy Mayor Binder 250/2011

Deputy Mayor B. Van De Walle will compile a binder as a learning tool for future Deputy Mayor's and the roles and responsibilities of the position. This will be presented to Council upon the completion of his term as Deputy Mayor in April 2012.

6.9 Council Financial Audit – 2011

Deputy Mayor B. Van De Walle asked to confirm that a meeting between Council and the Auditor to review the scope of the 2011 audit was being scheduled. The Accounting Manager will be scheduling this meeting in January 2012.

**7.0 Correspondence**

7.1 Sturgeon County

**8.0 In / Out for Council**

Deputy Mayor B. Van De Walle, Councillor L. Holmes and Councillor D. Pattison provided an update on their duties.

**9.0 Mayor's Report**

Mayor L. Bertschi did not have a report to present at this time due to technical difficulties.

**10.0 Questions**

A question period for Council, Administration and the Press was held at this time.

**11.0 "In-Camera" – Council Only**

**12.0 Adjournment**

Councillor P. Krauskopf adjourned the meeting at 11:15 pm.

Approved by Council  
TOWN OF MORINVILLE

This, 10<sup>th</sup> day of January, 2012

\_\_\_\_\_  
R. Lloyd Bertschi  
Mayor

\_\_\_\_\_  
Jennifer Maskoske  
Legislative Officer



**Town of Morinville – Regular Meeting of Council**  
**Tuesday, December 13, 2011 - 7:30 pm**

Community Cultural Centre

**Present:**

Mayor L. Bertschi  
 Deputy Mayor B. Van De Walle  
 Councillor G. Boddez  
 Councillor N. Boutestein  
 Councillor L. Holmes  
 Councillor P. Krauskopf  
 Councillor D. Pattison

**Staff:**

D. Oyarzun, Interim CAO  
 T. Edworthy, Acting Director, Community Services  
 G. Hofmann, Director, Planning & Development  
 A. Isbister, Director, Corporate Services  
 C. Valcourt, Director, Public Works  
 J. Maskoske, Legislative Officer

**1.0 Call to Order**

Mayor L. Bertschi called the meeting to order at 7:30 pm.

**2.0 Adoption of Agenda**

2.1 Additional Items 251/2011

Moved by Councillor D. Pattison to accept the agenda with the following amendments:

- 5.4 FCSS Grant – removed from the agenda
- 5.5 Addition of a Member at Large application
- 5.9 Councillor Professional Development Budget
- 5.10 Kabul, Afghanistan
- 5.11 CUPE
- 5.12 Chamber Lease agreement
- 5.13 Council Change Control Process
- 5.14 December 20 – Regular Meeting of Council

Carried 7-0

2.2 Disclosure of Interest 252/2011

Councillor L. Holmes declared a disclosure of interest on agenda item 5.5 Library Board Trustee Applications as Lisa's term is up for renewal as a public member at large.

**3.0 Adoption of Minutes**

3.1 Regular Meeting of Council November 22, 2011 253/2011

The minutes of November 22, 2011, were not submitted in a complete format. These minutes will be brought to the January 10, 2012, meeting for approval.

3.1 Business Arising from the Minutes 254/2011

6.2 – Budget 2012. It was asked if Administration is tracking the items from Budget 2012. D. Oyarzun, Interim CAO, confirmed Administration has tracked budget items through documentation of motions and a “parking lot” or tracking list.

**4.0 Bylaws**

4.1 Municipal Development Plan Bylaw 255/2011

Councillor D. Pattison moved 1<sup>st</sup> reading of the Municipal Development Plan.

Carried 7-0

4.2 Business Licence Bylaw 256/2011

Councillor P. Krauskopf moved 2<sup>nd</sup> reading of the Business Licence Bylaw.

Carried 7-0

Councillor L. Holmes moved 3<sup>rd</sup> reading of the Business Licence Bylaw.

Carried 7-0

4.3 Waste Management Bylaw 14/2011 257/2011

Councillor P. Krauskopf moved 2<sup>nd</sup> reading of the Waste Management Bylaw.

Carried 7-0

Councillor D. Pattison moved 3<sup>rd</sup> reading of the Waste Management Bylaw.

Carried 7-0

4.4 Sewer Rates Bylaw 15/2011 258/2011

Councillor G. Boddez moved 2<sup>nd</sup> reading of the Sewer Rates Bylaw.

Carried 7-0

Councillor N. Boutestein moved 3<sup>rd</sup> reading of the Sewer Rates Bylaw.

Carried 7-0

4.5 Water Rates Bylaw 16/2011 259/2011

Deputy Mayor B. Van De Walle moved 2<sup>nd</sup> reading of the Water Rates Bylaw.

Carried 7-0

Councillor P. Krauskopf moved 3<sup>rd</sup> reading of the Water Rates Bylaw.

Carried 7-0

**5.0 New Business**

5.1 Administration Budget Amendment 260/2011

Councillor P. Krauskopf moved to accept the 2012 Operational Budget – Tax Supported report for information.

Carried 7-0

5.2 Business Plan 261/2011

Councillor L. Holmes moved 2<sup>nd</sup> reading of the Morinville 2012 Business Plan.

Carried 6-1

Councillor D. Pattison moved 3<sup>rd</sup> reading of the Morinville 2012 Business Plan.

After discussion, Councillor Pattison moved to table the Business Plan following agenda item 5.3 Budget 2012.

Carried 7-0

5.3 Budget 2012 262/2011

Councillor P. Krauskopf moved 3<sup>rd</sup> reading of Budget 2012.

Councillor L. Holmes moved to amend Budget 2012 by increasing the St. Jean Baptiste funding from \$20,000 to \$30,000.

Amendment Carried 6-1

Councillor N. Boutestein moved to amend Budget 2012 by approving a one-time \$50,000 expenditure to the Morinville Public Library.

Amendment Carried 5-2

Carried 5-2

Business Plan

Councillor D. Pattison's motion to approve 3<sup>rd</sup> reading of the Morinville 2012 Business Plan was put back on the table for discussion.

Carried 6-1

5.4 FCSS Grant 263/2011

This item was removed from the agenda.

Mayor L. Bertschi recessed Council from 10:10 until 10:15 pm.

Councillor L. Holmes left Council at 10:17 pm.

5.5 Library Board Trustee Applications 264/2011

Councillor P. Krauskopf moved to approve Noreen Radford, Lisa Holmes, and Christopher Trapani as Member at Large Morinville Library Board trustees.

Carried 7-0

Councillor L. Holmes returned to Council at 10:18 pm.

Councillor L. Holmes moved to approve Keith Norris as a Member at Large Morinville Library Board trustee.

Carried 7-0

5.6 Morinville Community Cultural Centre Award 265/2011

T. Edworthy, Acting Director, Community Services, presented a report to Council for information on the 2011 Top Institutional Project Runner-Up – Morinville Community Cultural Centre. Alberta Construction Magazine created the annual Top Projects feature 10 years ago to recognize the creativity and inventiveness of the construction community.

5.7 Northern Lights Library System Fees 266/2011

Councillor L. Holmes moved that Morinville is in favour of the proposed levy increase of \$1,679.92 totalling a 2012 levy of \$34,743.80 for the Town of Morinville.

Defeated 0-7

5.8 Edmonton Regional Tourism Group 267/2011

Councillor D. Pattison moved that Morinville provide letters of support to the Edmonton Regional Tourism Group (ERTG) for their grant applications for the Community Initiatives Grant and Status of Women Project.

Carried 7-0

5.9 Councillor Professional Development Budget 268/2011

Councillor P. Krauskopf moved that Council approve Councillor D. Pattison budget overage of \$1,550 to accommodate professional development learning to date.

Carried 7-0

5.10 Camp Alamo; Kabul, Afghanistan 269/2011

Mayor L. Bertschi was approached by Dolly Bolen with CFB Edmonton to add Morinville's road sign to Camp Alamo in Kabul, Afghanistan. There are approximately 20 soldiers from Morinville serving in Afghanistan at this time. The sign will include Morinville's population as well as the kilometer distance to home.

Moved by Councillor G. Boddez that Morinville continue with the road sign to home project.

Carried 7-0

5.11 CUPE 270/2011

Councillor P. Krauskopf moved that Council give signing authority subject to union ratification.

Carried 7-0

5.12 Chamber Lease Agreement 271/2011

Councillor D. Pattison moved that Council give signing authority subject to amendments.

Carried 7-0

5.13 Council Change Control Process 272/2011

Deputy Mayor B. Van De Walle requested Council Change Control Process be discussed at a Council meeting. This item was tabled to the January 10, 2012, Council meeting.

5.14 December 20, 2011 Regular Meeting of Council 273/2011

Councillor D. Pattison moved that the December 20, 2011, Regular Meeting of Council be cancelled.

Carried 7-0

**6.0 In / Out for Council**

Councillors P. Krauskopf and D. Pattison provided an update on their duties.

**7.0 Mayor's Report**

Mayor L. Bertschi provided an update on his recent duties.

Executive search – CAO	Choose Well Award	MSP webinar
Capital Region Board	ceremony	Trans America
Remembrance Day	Santa auction	RCMP meeting
ceremony	JEDI	Chamber luncheon
Econ. Dev – St. Albert	Chili cookoff judge	AUMA award
Energy Assoc. Int.	Sturgeon Foundation	GSACRD
Budget Open House	Fill a Bus	Hwy 2 overpass open house
Port Alberta	ACANA launch party	Joint Council meeting
	Enbridge	Staff conference

**8.0 Questions**

A question period for Council, Administration and the Press was held at this time.

**9.0 "In-Camera" – Council Only**

## 10.0 Adjournment

Councillor P. Krauskopf adjourned the meeting at 10:50 pm.

Approved by Council  
TOWN OF MORINVILLE

This, 10<sup>th</sup> day of January, 2012

---

R. Lloyd Bertschi  
Mayor

---

Jennifer Maskoske  
Legislative Officer

RAFT

**Jennifer Maskoske**

---

**Subject:** FW: Meeting with Council

---

**From:** Monica Bradley [ ]  
**Sent:** Thursday, January 05, 2012 9:48 AM  
**To:** Tyler Edworthy  
**Cc:** Barry Bradley ( ); Melonie Dziwenka  
**Subject:** Meeting with Council

*Good morning,*

*What the Morinville & District Ag. Society would like to meet with council on January 10<sup>th</sup> is to discuss the potential opportunity to have perpetual granting to assist us with hosting community events for the town.*

*The Morinville & District Ag. Society currently hosts 3 annual functions that bring many families and visitors to our town; The Annual Easter Egg Hunt (2012 will be the 7<sup>th</sup> year), the Tearin' Up The Turf (bull riding); currently in its 10<sup>th</sup> year and now Boo-At-The-Barn.*

*We are a community group that runs on an annual provincial grant from the government who's distribution structure is currently being reviewed. These changes will affect how the funds are distributed to the provincial Ag societies. There are currently 296 Agricultural Societies in Albert who share one pot of money. Each year, more and more submitted expenses are being deemed ineligible making it extremely difficult for an organization such as ourselves to continue to run.*

*We look forward to the opportunity to work with the Town of Morinville and continuing our success with these events.*

*Thank you for meeting with us,*

*Monica Bradley*

*Cc: Barry Bradley  
President, Morinville & District Ag. Society*

## Report to Council

- For Council Decision
  For Council Direction  
 For Council Information



	<b>TOPIC</b>	Winter Road Maintenance Policy	January 10, 2012
<b>PRESENTER:</b>	Jennifer Maskoske Legislative Officer	<b>ATTACHMENTS:</b> • Winter Road Maintenance Policy 137/2009	
<b>PREPARED BY:</b>	Jennifer Maskoske Legislative Officer		
<b>CLEARANCES:</b>	Debbie Oyarzun Interim CAO Claude Valcourt Director, Public Works	<b>RELEVANT LEGISLATION/POLICIES/BYLAWS:</b>	

### RECOMMENDATION:

That Council repeal policy 137/2009 Winter Road Maintenance.

### BACKGROUND SUMMARY:

The revised Snow and Ice Control Policy PWA2/2011 was presented to Council on November 22, 2011 for information. This policy replaces the outdated Winter Road Maintenance Policy and more effectively deals with snow and ice control on Morinville infrastructure, including trails, parking lots and sidewalks.

The Winter Road Maintenance Policy is a Council policy and therefore a motion must be made to repeal it.

### BUDGET/RESOURCE IMPLICATIONS:

N/A


### LINKAGE TO BUSINESS PLAN/STRATEGIC PRIORITIES:

Governance

### FOLLOW-UP ACTION:

- Update policy listing
- Circulate change to Directors

Submitted by: \_\_\_\_\_

  
 J. Maskoske  
 Legislative Officer

December 28, 2011

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

D. Oyarzun  
 Interim CAO

December 28, 2011



# THE TOWN OF MORINVILLE

Title: Winter Road Maintenance

Policy Number: 137/2009

Approval Date: November 24, 2009

Motion Number: 137/2009

Supersedes Policy Number: 200/2007

## SECTION A

### 1.0 Policy Purpose

- 1.1 The Town is committed to ensure that roads and residential streets are safe and commutable for vehicle and pedestrians. The purpose of this Council policy is to outline the general guidelines regarding winter road maintenance within the Town of Morinville.

### 2.0 Definitions

- 2.1 N/A

### 3.0 Policy Statements

- 3.1 For accumulations of snow below 5 cm, sanding will be initiated according to the snow removal priority levels below on an as required basis. Other snow removal equipment (such as graders and snow plows) will be mobilized once snow accumulations reach 5 cm or where drifting occurs causing an unsafe driving environment.

If snow accumulates to the point where plowing is required, additional sanding may be needed. Pickled sand will be used in all instances except in the event of freezing rain in which case salt and sand will be used.

- 3.2 Snow removal priorities are as follows:

#### **Priority 1 – Main roads (see attached map)**

A higher standard of maintenance will be devoted to 100 Street and 100 Avenue to facilitate high traffic volume.

#### **Priority 2 – Arterial roads / bus routes (see attached map)**

Once the main roads have been completed, arterial roads and bus routes will be cleared. Where possible, snow will be pushed to the side of the road that does not have a sidewalk, or to both sides of the road if there is a boulevard between the sidewalk and the curb.

**Priority 3 – Residential zones (see attached map)**

Once the main and arterial roads have been completed, residential roads will be cleared according to the 5 zones. The Town has been divided into 5 zones which are scheduled on a rotation basis. For example, zone 1 will be the first zone to be cleared followed by zone 2 and so on. The next snow event will see zone 2 be initiated first with zone 1 being done last. Each zone will be cleared entirely including bubbles and trails in order to facilitate our contracted solid waste and recycling service delivery.

Where possible, snow will be pushed to the side of the road that does not have a sidewalk, or to both sides of the road if there is a boulevard between the sidewalk and the curb. Lane clearing, PULs and trail sweeping will occur as part of the respective zones to reduce travel time.

Snow removal / no parking signs will be put out 24 hours before a particular street is to be cleared so residents are notified of the parking restrictions related to snow removal. In addition to moving their cars, residents will be reminded to move their driveway gutter ramps as the Town is not liable for damage due to snow removal and any damage to Town equipment caused by these ramps will be the responsibility of the homeowner.

- 3.3 Windrows on 100 Avenue and 100 Street will be loaded and hauled as required. Once snow removal has been completed in all zones, wind rows will be hauled in order of priority basis when required.
- 3.4 In the event that the Town's equipment and/or manpower cannot manage to provide adequate snow removal service, the Director of Public Works or their designate may at that time extend the hours for snow removal or hire contractors to assist until such time that the staff becomes once again self-sufficient and capable to sustain operations.
- 3.5 Statutory holidays and weekends are monitored by the roads department on-call person. Extra staff will be called in for accumulations over 10 cm as required.

**SECTION B****1.0 Reference to other Policy and Legislation**

Noise Control Bylaw 19/2008

Traffic bylaw 1/2008

## **2.0 Persons Affected**

Residents within the Town of Morinville limit.

## **3.0 Review/Revision History and Author**

This is an updated Council Policy drafted by the Public Works Department.

Supersedes Council policy number 200/2007

## **TOWN OF MORINVILLE**

---

Edie Doepker, Chief Administrative Officer

---

R. Lloyd Bertschi, Mayor

## Report to Council

For Council Decision       For Council Direction

For Council Information



	<b>TOPIC</b>	Community Grants Policy CS4/2010	January 10, 2012
<b>PRESENTER:</b>	Jennifer Maskoske Legislative Officer	<b>ATTACHMENTS:</b> • Community Grants Policy CS4/2010	
<b>PREPARED BY:</b>	Jennifer Maskoske Legislative Officer		
<b>CLEARANCES:</b>	Debbie Oyarzun Interim CAO Community Services	<b>RELEVANT LEGISLATION:</b> •	

### RECOMMENDATION:

That Council receive the following report for information.

### BACKGROUND SUMMARY:

On September 14, 2010, Council approved the Community Grants 100<sup>th</sup> Anniversary Policy CS178/2010 which superseded Community Grants Policy CS4/2010. The Anniversary Policy established guidelines and procedures for dealing with requests for support from groups, teams, organizations, and individuals during Morinville's 100<sup>th</sup> anniversary. The Anniversary policy included an expiration date of January 1, 2012.

Community Grants Policy CS4/2010 will become effective January 2, 2012 with the first application deadline February 28, 2012. The Policy is attached for Council's information purpose only.

### LINKAGE TO BUSINESS PLAN/STRATEGIC PRIORITIES:

Cultural, Social, Governance

### FOLLOW-UP ACTION:


Remove Community Grants 100<sup>th</sup> Anniversary Policy

Submitted by:

  
J. Maskoske  
Legislative Officer

December 28, 2011

Approved by:

  
D. Oyarzun  
Interim CAO

December 28, 2011



# THE TOWN OF MORINVILLE

Council Policy

Title: Community Grants Policy

Policy Number: CS4/2010

Approval Date: January 12, 2010

Motion Number: 4/2010

Supersedes Policy Number: 19/2008

## SECTION A

### 1.0 Policy Purpose

- 1.1 The purpose of this policy is to establish guidelines and procedures for dealing with requests for support (i.e. grants, donations, and funding) from groups, teams, organizations, and individuals.
- 1.2 The Town of Morinville benefits from groups and individuals that provide a service to the community, host community events of significance, or represent the community at provincial, national, and international events. These activities have a positive impact on the community as a whole and the quality of life for the recipients.

### 2.0 Definitions

- 2.1 **"Council"** means the duly elected officers of the Town of Morinville and the Chief Elected Officer or Mayor.
- 2.2 **"Town"** means the Town of Morinville and the Department(s) designated by the Chief Administrative Officer (CAO) to implement this policy.

### 3.0 Policy Statements

#### 3.1 Funding Guidelines—Council Community Grants

- 3.1.1 This policy is subject to the total amount of funds approved by Council for Community Grants in any budget year. The Town and Council have the right to refuse any application.
- 3.1.2 The maximum award for any one application is limited to \$2,500.00 or 50% of the total related expenses whichever is less.

  
Mayor Initials

  
CAO Initials

- 3.1.3 Applicants must be a not-for-profit entity.
- 3.1.4 Eligible activities for funding under this policy include the following:
- Hosting significant regional, provincial, national, and international events.
  - Assist with travelling to participate in events of provincial, national, and international significance.
  - One-time funding to assist in organization or group start-up costs.
  - A special event of community significance.
  - Other items at the discretion of Council.
- 3.1.5 Applicants must be applying for support of activities that will provide a benefit or service to the Town residents.
- 3.1.6 Support will be granted on a one-time basis; On-going support will not be guaranteed. Approvals for a given cause, group, organization, or individual are limited to one per calendar year.
- 3.1.7 The value associated with requests for support regarding free facility use, program registrations, or Town services are subject to the retail values established by the Town for fees and services in the year that the activities or events are occurring, as well as the maximum award value for Community Grants outlined herein.

### 3.2 Application Process

- 3.2.1 Requests for support must be made in written form by using the Community Grants Application Form.
- 3.2.2 Any changes or amendments to the Community Grants Application Form may be made by the Chief Administrative Officer for the Town.
- 3.2.3 20% of the total annual Community Grants funding will be awarded quarterly amongst the applicants. Quarterly application deadlines are as follows: February 28, May 31, August 31, and November 30 of each year. Another 20% of the annual funding will be utilized flexibly to address emergent applications that require funding between quarterly deadlines or to address high intake volumes in a given quarter.

- 3.2.4 Once application form is complete the applicant shall arrange to meet with a Community Services staff member to complete the Application Checklist. Town administration may then (due to the nature and/or size of the request) choose to address the request directly via a partnership (subject to the same terms and conditions outlined herein for applications approved by Council). Any applications not addressed via a partnership will be forwarded to Council for their review.
- 3.2.5 Applicants will be required to attend Council meeting to answer any questions regarding their application. Additional documentation may also be requested by the Town to assist in the evaluation of any application.
- 3.2.6 In determining the amount of support, the Town and Council shall consider:
- Fundraising efforts undertaken by the individual, group, or organization;
  - Total budgeted cost of the applicable event or activities;
  - The applicants contribution to the event or activities (financial, in-kind, and volunteerism);
  - The benefit to the community and/or the number or persons directly impacted by the donation or funding;
  - The significance of the event or activity; and
  - The marketing value and opportunities being offered to the Town in exchange for any funding.
- 3.2.7 Notification of a decision regarding applications will be issued through written or electronic means by the Town.
- 3.2.8 A follow-up report, including an accounting of expenditures, shall be completed using the template located in the Grant Application Package and submitted to the Town within 60 days of the approved event or activities.

**4.0 Yearly Recurring Grants**

- 4.0.1 Recurring grants, as approved by council, shall be presented under the following guidelines, with grant amounts approved yearly as per schedule A.

**Community Perpetual Grants**

Victim Services  
Big Brothers/Big Sisters

**Budgeted Festival Committee Grants**

St. Jean Baptiste  
Volunteer Appreciation Night  
Christmas Festival

**In Kind Grants**

Chamber of Commerce

- 4.0.2 Grant amounts may be changed or discontinued at the discretion of Council annually.

**5.0 FCSS Grants**

- 5.0.1 Applicants are required to complete the application form in the Community Grant Program kit. Upon completion, applicants will be required to meet with the FCSS Coordinator and Community Advisory Board.
- 5.0.2 FCSS Grants will be presented on a bi-annual basis. Application deadlines are May 31 and November 30 of each year.
- 5.0.3 FCSS Grant applications will be reviewed by the FCSS Community Advisory Board. A recommendation will be made to Council by the Board. Final approval remains at the discretion of Council.
- 5.0.4 FCSS Grants will only be allotted to organizations whose activity/program meets the requirements set out by the FCSS Act.
- 5.0.5 Applicants will be notified of a decision by electronic or written means by the FCSS Coordinator.

**SECTION B****1.0 Reference to other Policy and Legislation**

None

**2.0 Review/Revision History and Author**Rescinds Policy Number: 19/2008  
145/2007**TOWN OF MORINVILLE**

Edie Doepker, Chief Administrative Officer



R. Lloyd Bertschi, Mayor



# Town of Morinville Community Grant Program

## Community Grant Application Form

### DEADLINES FOR SUBMISSION:

February 28, May 31, August 31 and November 30

Before completing this application please consult the Community Grants Program Application Tool Kit. It contains valuable information on grant eligibility criteria and timelines. Applicants must be a not-for-profit entity.

### Part A-Organizational Information

- A. Name of Agency/Organization: \_\_\_\_\_
- B. Program Name: \_\_\_\_\_
- C. Mailing Address: \_\_\_\_\_
- D. Contact Person: \_\_\_\_\_ Phone # \_\_\_\_\_
- E. Contact Email Address: \_\_\_\_\_
- F. Alberta Societies Act Registration Number: \_\_\_\_\_  
(If Applicable)
- G. Check is Payable to: \_\_\_\_\_

### Freedom of Information And Protection of Privacy Act (FOIP) Notice

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a Council Grant. The information is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act and **may become public information.**

Questions regarding the collection of this information can be directed to the FOIP Coordinator at (780) 939-4361 10125 -100<sup>th</sup> Avenue, Morinville, Alberta T8R 1L6.

### For Office Use Only

Date Received: \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_

Decision:    Approved                      Rejected                      Modified to \$ \_\_\_\_\_

Decision was made at a Town Council meeting held on \_\_\_\_\_

**Part B– Eligibility For Support**

**Please read through the entire Application Package including the Community Grants Policy before submitting your request.**

Applicants for a Community Grant must meet defined criteria as per the Community Grants Policy. The Town and Council reserve the right to refuse any application.

The maximum amount awarded for any one application will not exceed \$2500.00 or 50% of the total related expenses (whichever is less).

Applicants must be a not-for-profit entity and be applying for support of activities that will provide a benefit or service to town residents. Eligible activities include but are not limited to: hosting a regional, provincial, national or international event; travel to a provincial, national, or international event; organization or group start up costs; a community special event or celebration.

Support can be granted on a one-time basis; On-going support will not be guaranteed. Approvals for a given cause, group, organization or individual are limited to one per calendar year. A follow-up report and budget must be completed and submitted to the Town within 60 days of the approved event or activity.

**Please see the attached Community Grants Policy for further information on conditions and eligibility.**

**Part C– Program Information**

**Event/Activity Name** \_\_\_\_\_

Please check the box that BEST describes the need for funding:

- Hosting significant regional, provincial, national or international events
- Assist with travelling to participate in events of provincial, national or international significance
- One-time funding to assist in organization or group start up costs
- A special event of significance to the Community
- Other (Please describe) \_\_\_\_\_

---



---



---

Please attach additional pages if required. Clearly indicate that additional pages have been included.

### Target Audience

Please indicate the audience this project aims to serve:

Demographic	Amount	%
Preschool		%
Adolescents(6-12)		%
Youth (13-17)		%
Adults		%
Seniors		%
Families		%
<b>Total</b>	<b>100</b>	<b>%</b>

### Other Funding Sources

Please describe any other funders who have been involved in the past and/or are now involved in supporting this activity/event.

### Participants

Please estimate the number of participants you expect for this activity/event.





**Part E-Program Budget**

Please provide a copy of the proposed budget for the activity/event outlining the income and expenses. If this is the first time this event/activity has taken place fill in the third column only. If the event/activity has previously been operational please fill in the first two columns.

Income	Current Budget	Current Year End Projected	Proposed Budget
Program Generated			
Community Grant			
Donations			
Grants			
Other			

<b>Total Income</b>			
---------------------	--	--	--

Expense Details	Current Budget	Current Year End Projected	Proposed Budget
Transportation			
Accommodation			
Contracted Services			
Food			
Administration			
Other (Please list):			

<b>Total Expenses</b>			
-----------------------	--	--	--

**Part F-Application Checklist (To be completed with staff)**

Please call 780-939-4361 to schedule an interview with Community Services staff once your application is complete.

- Applicant is a not-for-profit entity;
- Maximum amount requested does not exceed \$2500.00;
- Activity will provide a benefit or service to Town residents;
- Funding will assist with: hosting or travel expenses to a significant event, start up costs, a special community event, or another item as fully described on page two;
- Application has been submitted prior to deadline of February 28, May 31, August 31 or November 30;
- All forms in application have been filled out and signed;
- Budget completed and included;
- Applicant to attend upcoming Council meeting;
- Applicant aware of final report due within 60 days of event/activity.

**Decision on Application**

All applicants will receive a decision regarding their application through written or electronic means by the Town.

**Declaration**

I certify that to the best of my knowledge the information provided in this application is accurate and complete.

---

Applicant signature	Date
---------------------	------

**Submit Applications To:**  
 Community Services  
 Town of Morinville  
 10125 100th Avenue  
 Phone: 780-939-4361  
 Fax: 780-939-5633



# Town of Morinville Community Grant Program

## Final Report

**Prepared by:**

\_\_\_\_\_

Name Phone Number

\_\_\_\_\_

Date

**Activity/Event Name:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

**Name of Contact:** \_\_\_\_\_

**Date(s) Event Held:** \_\_\_\_\_

**Please note:**  
**This report must be completed and submitted within 60 days of the event/activity to the Town of Morinville.**

Date Due: \_\_\_\_\_

### **Executive Summary**

The summary should be approximately 200 words and provide an overall description of the project.

### **Goals and Objectives**

Please list the project goals & objectives as described in the application and detail whether they were met or not.

### **Partners and Partnerships**

Please list the partners that have provided cash and in-kind contributions to the project.

### **Communication Activities**

Please include summary information regarding:

To whom, when, where, etc. the project results & achievements have been communicated and how the Town of Morinville's contribution to the project has been acknowledged/recognized.

**Financial Summary**

Please indicate the project revenues and expenditures for the activity or event.  
A separate sheet may be used.

<b>Event Summary</b>			
<i>Revenue</i>	<i>Cash</i>	<i>In-Kind</i>	<i>Total</i>
(List Contributing Partners)			
<b>TOTAL REVENUE</b>			
<i>Expense</i>	<i>Cash</i>	<i>In-Kind</i>	<i>Total</i>
(List project activities and/or expenditure items)			
<b>TOTAL EXPENSES</b>			

**Final Summary**

Please provide any final information regarding the event or activity that you feel would be of interest to Council.

## Report to Council

- For Council Decision
  For Council Direction  
 For Council Information



	<b>TOPIC</b>	Bylaw 1/2012 – First Reading – Application R11-005 to amend Land Use Bylaw 4/2003	January 10, 2012
<b>PRESENTER:</b>	Greg Hofmann, Director of Planning and Development	<b>ATTACHMENTS:</b>	
<b>PREPARED BY:</b>	E. Tim Vrooman, Planner	<ul style="list-style-type: none"> <li>• Location Plan</li> <li>• Application No. R11-005</li> <li>• Proposed Bylaw 8/2011</li> </ul>	
<b>CLEARANCES:</b>		<b>RELEVANT LEGISLATION/POLICIES/BYLAWS:</b>	
		<ul style="list-style-type: none"> <li>• Land Use Bylaw No. 4/2003</li> <li>• Municipal Development Plan Bylaw No. 19/98</li> <li>• <i>Proposed</i> Municipal Development Plan Bylaw No. 9/2011</li> </ul>	

### RECOMMENDATION:

That Council approve First Reading of the proposed Bylaw 1/2012, a bylaw to amend Land Use Bylaw No. 4/2003.

### BACKGROUND SUMMARY:

The purpose of the application is to amend the Land Use Bylaw to increase maximum density for apartments in Area A of the DC-3-3 District from 125 du/ha (50.6 du/ac.) to 160 du/ha (64.7 du/ac.) to accommodate a proposed 39-unit apartment building. (*Note: du = dwelling unit.*)

Planning and Development supports this amendment.

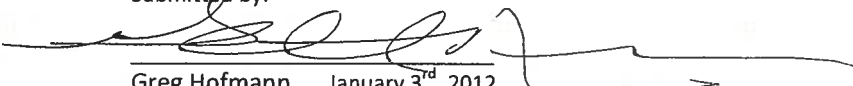
### LINKAGE TO BUSINESS PLAN/STRATEGIC PRIORITIES:

- Municipal Sustainability Plan:
  - Governance – Efficient Community Planning
- 2011-2013 Strategic Plan: Strategic Priorities – Governance – Master Planning

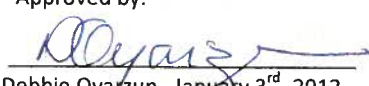
### FOLLOW-UP ACTION:

1. Administration to advertise for two consecutive weeks in the local newspaper a Public Hearing to be held during the January 24, 2012 Council Meeting.
2. Administration to bring Bylaw 1/2012 back to Council, with revisions if any, for Second and Third Readings at the January 24, 2012 Council Meeting, or as otherwise directed by Council.

Submitted by:

  
 Greg Hofmann January 3<sup>rd</sup>, 2012  
 Director, Planning and Development

Approved by:

  
 Debbie Oyarzun January 3<sup>rd</sup>, 2012  
 Interim CAO

## PLANNING REPORT:

### 1.0 BACKGROUND

<b>PROPOSAL:</b>	APPLICATION TO AMEND THE LAND USE BYLAW to increase maximum density to accommodate a 39-unit apartment building
<b>APPLICATION RECEIVED:</b>	November 25, 2011
<b>LEGAL DESCRIPTION:</b>	Lots 1-3, Block B, Plan 112 3609
<b>LOCATION:</b>	NE ¼ 33-55-25-W4
<b>APPLICANT/ LANDOWNER:</b>	Savenay Builders Ltd.

### 2.0 ANALYSIS

#### 2.1 Site Conditions, Land Use and Surrounding Area

Site Characteristics – The subject site consists of three lots situated within Area A of the Site Specific Direct Control Mixed Residential (DC-3-3) District, with an area of 2 471 m<sup>2</sup> (0.61 ac.). The site has been prepared for the development of an apartment building.

Surrounding Area – Surrounding land uses consist of:

- North: Undeveloped parcels located in the Medium Density Residential (R-5) District.
- East: The former Notre Dame Convent located in Area B of the Site Specific Direct Control Mixed Residential (DC-3-3) District.
- South: A single detached dwelling located in the Primary Commercial (C-1) District.
- West: 102 Street borders the west side of the parcel. A mature Single Detached Residential (R-1) District is located across 102 Street.

#### 2.2 Compliance with Statutory Plans and Land Use Bylaw

Municipal Development Plan – The subject lands are designated as “Downtown Transition” in the MDP’s Future Development Concept, which allows for downtown expansion on a limited and site specific basis. A broad range of commercial, institutional, residential and recreational uses are allowed in this area.

The lands are located in the “Downtown” neighbourhood of the proposed MDP. Proposed MDP Policy 9.1 encourages residential expansion and infill in the Downtown to increase the vitality of the neighbourhood in support of the principles of compact urban form.

This Bylaw amendment supports the policy provided in the Municipal Development Plan, Bylaw No. 19/98, as amended, and the proposed Municipal Development Plan Bylaw No. 9/2011.

Land Use Bylaw – The purpose of the DC-3-3 District is to provide for a mixture of medium and high density residential uses in the form of apartments and ground-oriented multiple dwellings. This District was recently adopted by LUB Amendment Bylaw 19/2010, which specified a maximum density of 125 du/ha (50.6 du/ac.) which is consistent with the High Density Residential (R-6) District. However, at the time of drafting that amendment, there was no specific development proposal to compare this standard

to and the Planning and Development Department is supportive of some flexibility to this regulation in this site-specific case.

A review of the applicable district regulations are provided for in the following **Table 1**:

**TABLE 1**

Regulation	Required	Proposed	
Minimum Site Area	760 m <sup>2</sup>	2471.0 m <sup>2</sup>	✓
Maximum Site Coverage	40%	39.2% Floor Area = 968.8 m <sup>2</sup> (48.16 x 20.12 m)	✓
Maximum Floor Area Ratio	1.2 m	1.18 m	✓
Maximum Height	18.0 m / 5 storeys	14.9 m / 3 storeys	✓
Maximum Density	125 du/ha	157.83 du/ha (39 du)	X
Minimum Front Yard	7.6 m	7.62 m	✓
Minimum Side Yard	4.5 m	4.57 m ea.	✓
Minimum Rear Yard	7.6 m	15.54 m	✓
Minimum Floor Area	41.8 m <sup>2</sup>	>41.8 m <sup>2</sup>	✓
Minimum Landscaping	35%	44.8% [±1106 m <sup>2</sup> ]	✓*
Minimum Parking Spaces	9 bachelor @1/du 16 1-BDRM @1.25/du 14 2-BDRM @1.5/du TOTAL: 49 → 1 to be barrier-free parking  Or senior is 1/du (39)	49	✓**

- \* Planning and Development Department has corrected the area indicated for landscaping which was underestimated in the applicant's submission.
- \*\* Planning and Development Department notes that with the 10 x 10 "corner cuts" actually constructed on the site (the applicant has incorrectly indicated larger 15 x 15 "corner cuts" in their submission drawings), an additional parking space, with width sufficient for barrier-free parking, could be accommodated along the rear lane therefore satisfying the requirements for multi-family dwellings (49 spaces in total).

Apart from the density requirement, which is the specific subject of this Amending Bylaw, the proposed building is compliant with the other provisions of the land use bylaw with some minor exceptions that can and will be addressed by the Development Officer through the development permit application process.

### 2.3 Character and Compatibility

The lands are located in a transitional area and are readily accessible to roads, infrastructure and community amenities. The development of medium-to-high residential dwellings is supportive of providing a diverse range of dwelling types, and the proposed density would better maximise the utility and value of the subject site and support the development of a more compact urban form in the downtown periphery.

### 3.0 NOTIFICATION

#### 3.1 Civic Departments and Outside Agencies

The amendment application has been circulated to internal and external departments and agencies for review and comment. The following comments were received:

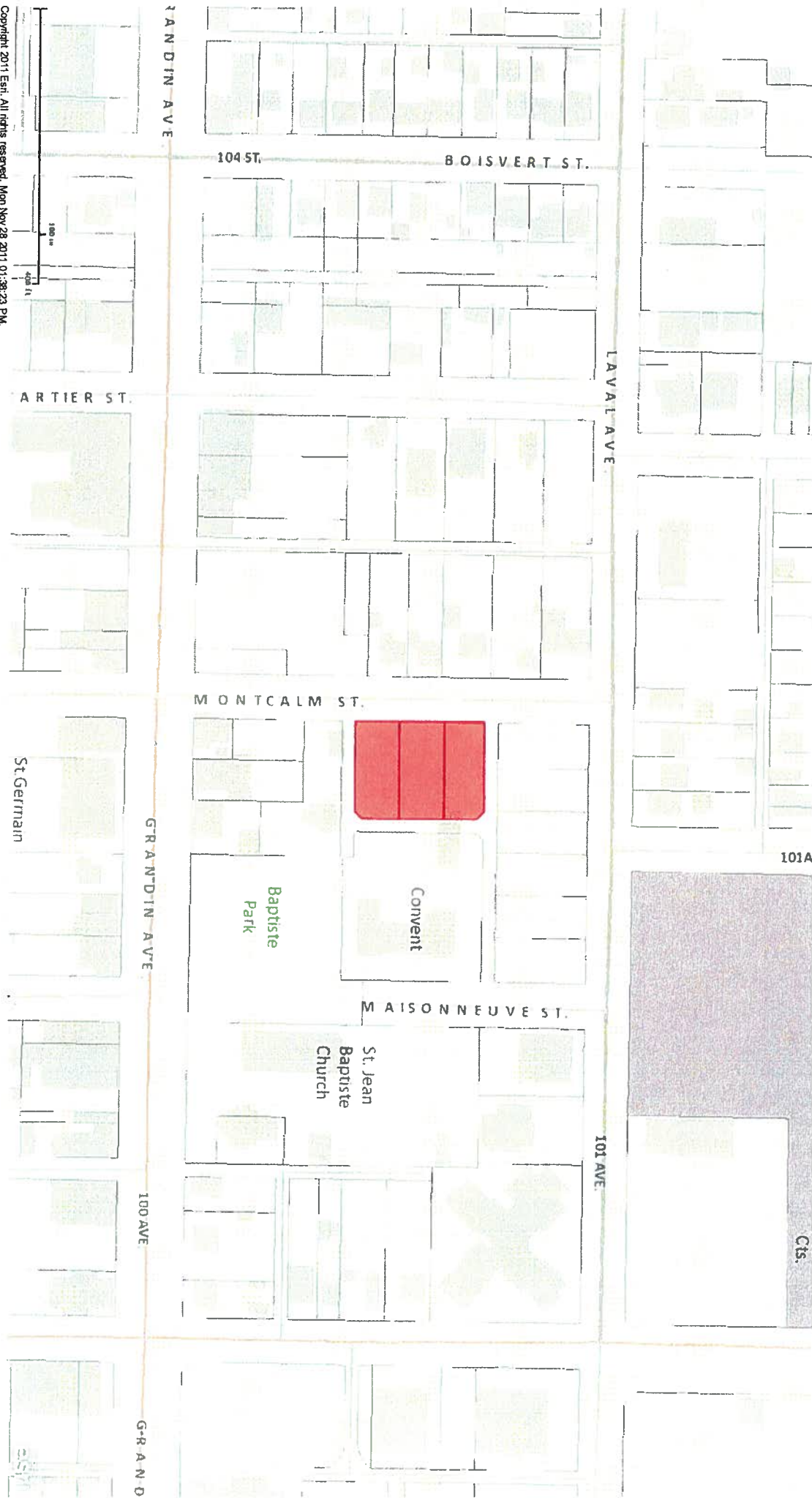
- AltaGas Utilities – no objection.
- Alberta Transportation – advises this information is necessary to determine background development traffic in relation to adjacent development proposals.
- Morinville Fire Hall – no objection.
- Morinville Public Works/Engineering – no objection. Has confirmed, in consultation with the applicant's engineer, that there is sufficient servicing capacity to support the increase in units.

***Comments were not received from:*** Fortis Alberta, Shaw Cable, Telus, GSACRD, Capital Health, and other internal departments.

#### 3.2 Surrounding Property Owners' Concerns

A Public Hearing is required prior to Second Reading of this bylaw, and notification of this hearing is required to be advertised.

R11-005



Copyright 2011 Esri. All rights reserved. Mon Nov 29 2011 01:38:23 PM.



10125 - 100 Avenue  
Morinville, AB T8R 1L6  
T 780.939.4361  
F 780.939.5633  
www.morinville.ca

### AMENDMENT APPLICATION

Application # R11-005  
Required Fees \$ 850

#### APPLICANT INFORMATION

Applicant: SAVENAY BUILDERS LTD. Phone: 780-801-3298  
 Address: BOX 3157 MORINVILLE T8R 1S1 Postal Code: \_\_\_\_\_  
(STREET) (MUNICIPALITY) (PROV)  
 Email: rchauvet@shaw.ca Fax: 780-572-2223  
 Contact Person/Agent: DON ROBINSON Contact Phone (Cell): 780-718-6944

Registered Landowner (if applicable): (if same as Applicant, check here: )  
 Registered Name(s): SAVENAY BUILDERS LTD. Phone: 780-801-3298  
 Address: Box 3157 10050-101 STREET Postal Code: \_\_\_\_\_  
(STREET) (MUNICIPALITY) (PROV)  
 Contact Person/Agent: ROBERT CHAUVET Contact Phone (Cell): 780-913-2406

#### AMENDMENT INFORMATION

Document(s) to be amended: (please check all that apply)

Municipal Development Plan       Area Structure Plan (specify: \_\_\_\_\_)  
 Land Use Bylaw                       Other (specify: \_\_\_\_\_)

Statement of reasons for request to make an amendment to a Statutory Plan or Land Use Bylaw: (please use additional pages if necessary)  
SEE ATTACHED CORRESPONDENCE

Please fill out Part A and/or B below as it applies to this application.

A) Redistricting: Existing Land Use District(s): \_\_\_\_\_ Proposed Land Use District(s): \_\_\_\_\_  
 Address/Location: \_\_\_\_\_  
 Legal Address: Lot 1, 2, 3 Block B Plan 112 3609; or, Qtr \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Range 25 West of 4<sup>th</sup> M  
 Recent Certificate of Title for property attached  
 Appropriate diagram of site showing location of proposed district(s) attached

B) Text Amendment: (briefly describe, quoting applicable provisions of document(s))  
SEE ATTACHED CORRESPONDENCE  
REQUESTING A CHANGE IN BYLAW ZONING OF DC-3-3  
ITEM 4 - MAXIMUM DENSITY - INCREASE TO 39 UNITS.

NOTE: The municipality may request such additional information determined necessary to properly evaluate the application.  
 Other supporting information attached: BYLAW WORKSHEET ANALYSIS, FOOTPRINT & PARKING LAYOUT, ELEVATIONS, TOWN LETTER (NOV 15/2011), SEWER DESIGN CALCULATION, BLUE MEADOW LETTER (NOV 8/2011)

#### NOTES AND DECLARATION

The information on this form is collected under Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act regulates the collection and disclosure of personal information. The privacy of personal information requested in this form is protected by the FOIP Act and is collected for the sole use of the Town of Morinville.

By submitting an application for amendment I, the Applicant, am allowing right of entry for inspection purposes, and hereby make application and acknowledge all plans and information submitted are, to the best of my knowledge, true and accurate. It is understood that approval does not relieve the Applicant from full responsibility for ascertaining, complying, and carrying out any development in accordance with applicable Federal and Provincial Statutes and Regulations, and the conditions of any covenant, caveat, easement or other instrument affecting the building or the land.

Applicant Signature: [Signature] Date: NOV 25, 2011  
 Landowner Signature: [Signature] Date: NOV 25, 2011

#### INTAKE INFORMATION (for office use only)

Complete Application: <input checked="" type="checkbox"/> Application Form - complete & landowner signed. <input checked="" type="checkbox"/> Recent Title Search / Diagram of Proposal, if applicable. <input checked="" type="checkbox"/> Other Required Information, if applicable. <input checked="" type="checkbox"/> Receipt for Payment of Fees.	Accepted by: <u>Tim Vrooman</u> Date: <u>Nov 25, 2011</u> Signature: <u>[Signature]</u>	RECEIVED Date Received: <u>NOV 25 2011</u> Stamp
---	---	--

SAVENAY BUILDERS LTD.  
SENIOR'S APARTMENT BUILDING

SITE SPECIFIC DIRECT CONTROL (DC-3-3) DISTRICT  
**AREA A** Lots 1, 2 & 3, Block B, Plan 112 3609

PROPOSAL FOR  
39 UNIT SENIOR'S APARTMENT BLOCK

- (b) (i) Permitted Uses  
(a) Apartment
- (ii) Subdivision Regulations  
(1) Minimum Site Area 8,180.6 sq ft
- (iii) Development Regulations  
(1) maximum Site Coverage 40%
- (2) Maximum Floor ratio 1.2
- (3) Maximum Height  
(a) Apartment - the lesser of 18.0 m  
(59 feet) or five stories
- (4) Maximum Density  
(a) Apartment - 125 dwelling units  
per ha (50.6 per acre)
- (5) Minimum Required Front Yard  
(a) Not less than 7.6 m. (24.9 feet)
- (6) Minimum Required Side Yard  
(a) Apartment - 4.5 m (14.8 feet)
- (7) Minimum Required Rear Yard  
(a) Minimum of 7.6 m (24.9 feet)
- (8) Minimum Floor Area  
(a) Apartment -  
450 sq. ft. per dwelling unit
- (9) Minimum Landscaping Cover - 35%

Senior's Apartment  
(Pet Friendly)

Site - 188 feet x 142 feet (26,696 sq ft)  
less corner cuts 15 x 15 (225 sq ft)  
**Total - 26,471 sq ft (.608 acre)**

Footprint - 158' x 66' (10,428 sq ft)  
**Site Coverage 39.4%**

10,428 sq ft x 3 floors = 31,284 sq ft  
(excluding the lower parking garage)  
**Floor Ratio 1.18**

Garage Plus Three Floors of Apartments  
Ground to Eaves - 37 feet  
Ground to Top of Roof - 49 feet

Bylaw - 50.6 x .608 acre = 30.77 units  
**Variance Required**  
**REQUESTING 39 UNITS**

Front (West) Yard  
**Twenty-five (25) feet**

**Side (South) Yard - fifteen (15) feet**  
**Side (North) Yard - fifteen (15) feet**

Rear (East) Yard  
Grass - thirty-three (33) feet  
Parking - eighteen (18) feet  
**Total - fifty-one (51) feet**

**Minimum size will exceed 450 sq ft**  
Bachelor - nine (9)  
One Bedroom - sixteen (16)  
Two Bedroom - fourteen (14)

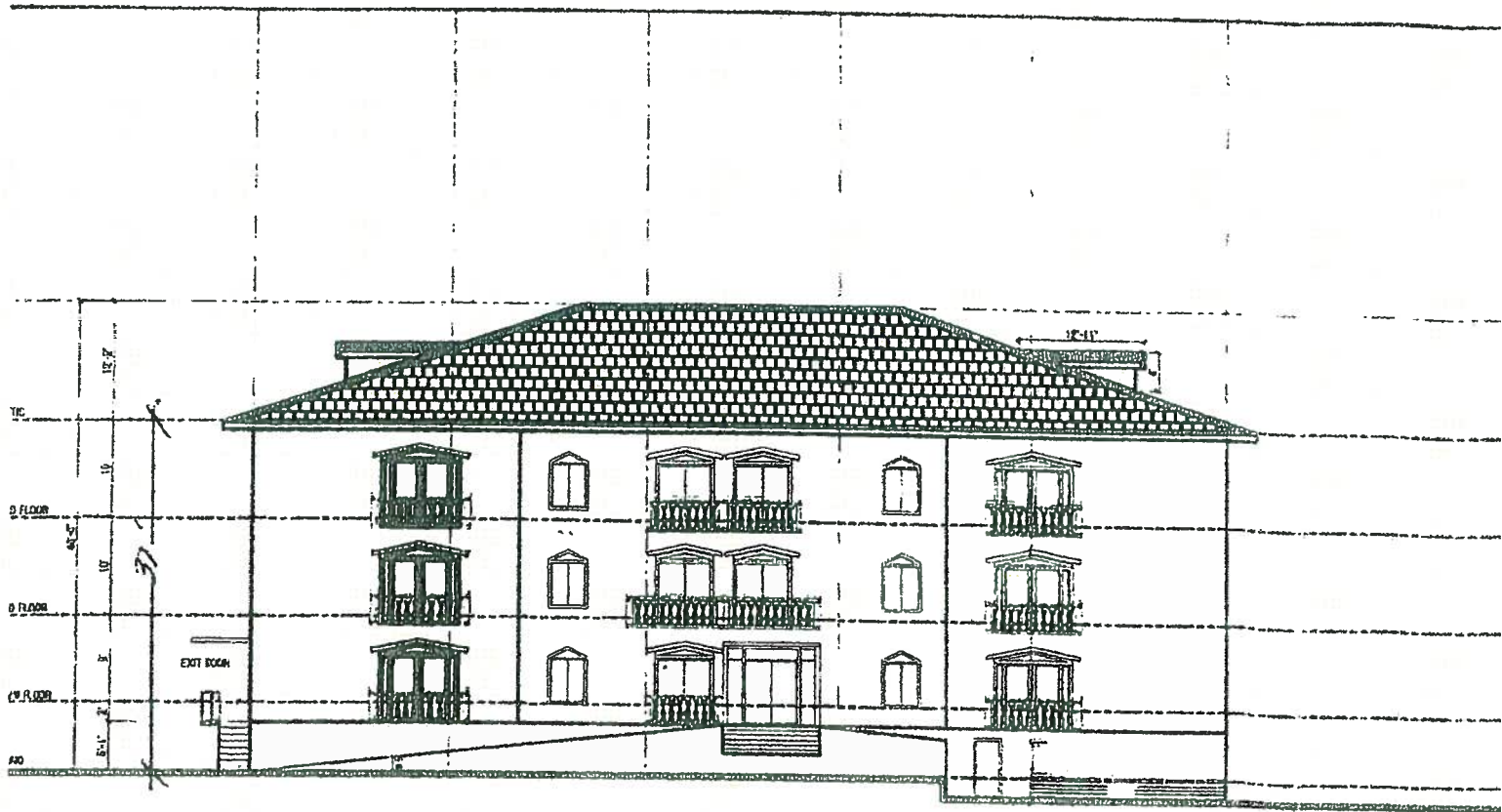
Rear - 33 x 173 = 5,709 sq ft  
Side (South) - 15 x 99 = 1,485 sq ft  
Front - 25 x 138 = 3,450 sq ft  
Side (North) - n/a - parking  
**Total 10,644 or 40%**

Parking: Seniors Apartments  
One (1) per dwelling unit or as  
required by the Development Authority

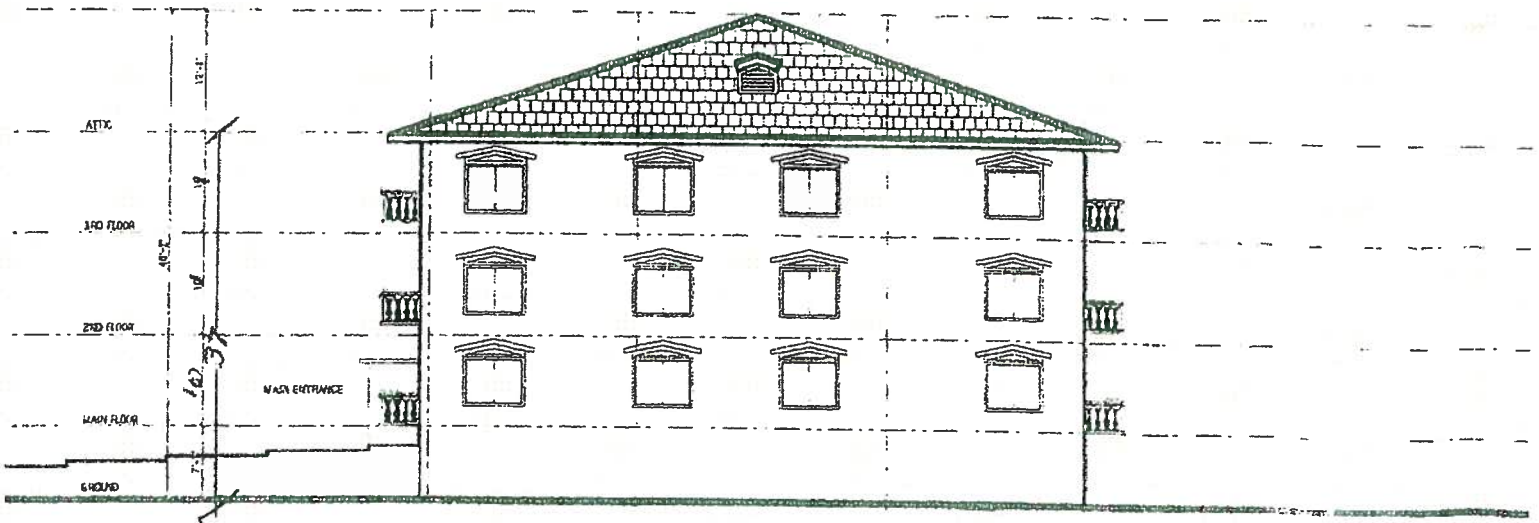
Seniors Residence @ One per Unit  
**Total - Thirty-nine (39) Parking Spots**

Initial Design proposes forty-eight (48) stalls





WEST ELEVATION



SOUTH ELEVATION



November 15, 2011

Blue Meadow Homes Ltd.  
Box 3157  
Morinville, AB T8R 1S1

**Attention: Robert Chauvet, President**

Dear Sir:

**RE: Site Specific Direct Control Mixed Residential (DC-3-3) District – Area A**  
**Lots 1, 2 & 3, Block B, Plan 112 3609**

---

In response to your request for a variance to allow for an increase to the maximum density for the above-noted District from 125 du/ha to  $\pm 160$  du/ha, we advise that Section 3.5(9)(b) of Land Use Bylaw 4/2003 states "...the Development Authority shall grant no variance from ... density regulations in this Bylaw". Therefore should you submit an application, we would be left with no option but to refuse it.

Being a Direct Control District, Section 641(4)(b) of the Municipal Government Act states that an appeal made with respect of a decision of a development authority in respect of a direct control district "is limited to whether the development authority followed the directions of Council," and therefore the Subdivision and Development Appeal Board would also be bound by those Land Use Bylaw provisions.

Nevertheless, assuming the development otherwise fully complies with the regulations of the Land Use Bylaw, including but not limited to maximum site coverage, floor area ratio, and height, and minimum required yards, floor area per dwelling unit, and parking, we do not necessarily object to the proposed increase in density provided sufficient servicing capacity for the increase in units is confirmed.

Therefore, our recommendation would be to submit an application to amend the Land Use Bylaw. Should Council approve this amendment, the proposed development should fully comply with the provisions of the Land Use Bylaw, and the development permit process could be more easily facilitated.

Enclosed for your use is an Amendment Application form, should you decide to pursue this route. We look forward to hearing from you regarding this. Please do not hesitate to call me at 780-939-7858 if you wish to discuss this matter further.

Sincerely,

**Town of Morinville**

E. Tim Vrooman, Planner  
[tvrooman@morinville.ca](mailto:tvrooman@morinville.ca)

Encl

**Subject** Sanitary Calculation - Apartment Complex, Convent Site  
**From** Glen Kennedy <Glen.Kennedy@prism-eng.ca>  
**Date** Tuesday, November 15, 2011 3:45 pm  
**To** Jim Gourlay <jgourlay@morinville.ca>  
**Cc** RAILSITE ESTATES <rchauvet@shaw.ca>

Hi Jim,

As requested, please note the attached sanitary calculation for the 39 unit apartment complex.

22% of the 150mm service capacity would be used.

Let me know if you have any questions.

Regards,

Glen Kennedy, P.Eng.  
Project Manager  
Prism Engineering Inc.  
#214, 9622-42 Avenue  
Edmonton, AB T6E 5Y4  
Phone: (780) 469-4219  
Fax: (780) 469-4839  
Cell: (780) 887-4110  
E-mail: [glen.kennedy@prism-eng.ca](mailto:glen.kennedy@prism-eng.ca)  
[www.prism-eng.ca](http://www.prism-eng.ca)

**SANITARY SEWER DESIGN CALCULATIONS**

PROJECT : SANITARY SEWER DESIGN  
 JOB # : 10311-1  
 DATE : Nov 11, 2011

Residential Flow = 380 Lpcd  
 Commercial/Industrial Flow = 17,280 L/ha  
 Infiltration Allowance = 0.28 L/s/ha  
 Sag MH Inflow = 0.40 L/s/manhole  
 Pipe Roughness n = 0.013 PVC

\*\*Population Calculations: 39 Apartment Units  
 14 Two Bedroom x 3.5 people  
 18 One Bedroom x 2.5 people  
 8 Bachelor x 1.5 people

48  
 40  
 14  
 103 Total

From MH	To MH	RESIDENTIAL			COMMERCIAL			PIPE			Full Flow Vel. (m/s)	Partial Flow Vel. (m/s)									
		Density (p/ha)	Added Area (ha)	Total Pop.	Added Area (ha)	Total Area (ha)	Avg. Flow (L/s)	Peak Factor	Peak DWF (L/s)	U/s Allow (L/s)			Sag MH's	Tot Seg MH's	MH Inflow (L/s)	PWW Flow (L/s)	Req. Flow (L/s)	Size (mm)	Slope (%)	Length (m)	Cap. (L/s)
APART. SERVICE		n/a	n/a	103	0	0.00	0.3292	4.24	1.82	0.00	0	0.00	1.82	2.12	150	0.40	30	9.03	22%	0.55	0.44

REFLECTS SANITARY CALCULATION FOR 39 UNIT APARTMENT COMPLEX.  
 THE # OF PEOPLE PER UNIT IS CONSERVATIVE.  
 A PIPE SLOPE OF 0.4% WAS USED TO BE CONSERVATIVE.

**BLUE MEADOW HOMES LTD.**  
Box 3157, Morinville, Alberta. T8R 1S1  
Phone (780) 801-3298  
Fax (780) 572-2223

---

November 8, 2011

Town of Morinville  
10125 – 100 Avenue  
Morinville, Alberta  
T8R 1L6

Attn: Mr. Greg Hofmann

Dear Sir:

Re: Lots #1, #2 & #3 of Area A  
Site Specific Direct Control (DC-3-3) District

We are working on the design for an apartment block to be constructed on "Area A of the Site Specific Direct Control (DC-3-3) District". We would like to utilize a brick exterior to complement the existing adjacent Notre Dame building. Due to the significant cost of using brick, we need to maximize the building footprint and the total number of apartments.

The site size is approximately 26,646 sq. ft. We are looking at an apartment building with a footprint of 10,428 sq. ft. The lowest level is for parking and then there are three floors of apartments. We are proposing nine bachelors, sixteen one-bedroom units and fourteen two-bedroom units, for a total of thirty-nine apartments. The current zoning only allows for thirty-one (31) apartment units. We will require a variance of the maximum density allowed under the current zoning. Based on our calculations, this is the only variance that we will require for this apartment building proposal.

We hereby request a variance to allow for the increased density. Please advise us if you are able to approve this request. If you are unable to approve it, please advise us as to the procedure to appeal the density to get approval for a thirty-nine unit apartment for the site. We would appreciate a response by November 15, 2011

Sincerely

  
Robert Chauvet  
President

**TOWN OF MORINVILLE  
PROVINCE OF ALBERTA**

**BYLAW 1/2012**

A BYLAW OF THE TOWN OF MORINVILLE, IN THE PROVINCE OF ALBERTA,  
TO AMEND THE MORINVILLE LAND USE BYLAW.

**WHEREAS**, Lots 1-3 (incl.), Block B, Plan 112 3609, located in Morinville, Alberta are identified on the Land Use District Map as Site Specific Direct Control Mixed Residential (DC-3-3) District;

**AND WHEREAS**, an application has been made to amend the Maximum Density provisions for apartments within "Area A" of the Site Specific Direct Control Mixed Residential (DC-3-3) District;

**NOW THEREFORE**, the Municipal Council of the Town of Morinville, Alberta, duly assembled, hereby enacts as follows:

1.0 Land Use Bylaw No. 4/2003, as amended, is hereby amended by deleting Subsection (5)(b)(iii)(4)(a), Section 5.18 – Site Specific Direct Control (DC-3) District in Schedule B, Part 5 – District Provisions and replacing it with:

(a) Apartments – 160 dwelling units per ha (64.7 per ac.)

2.0 That this Bylaw shall come into full force and effect upon the final passing thereof.

3.0 **SEVERABILITY**

3.1 If any Section or parts of this bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such Section or parts shall be deemed to be severable and all other Sections or parts of this bylaw shall be deemed to be separate and independent there from and to be enacted as such.

READ a first time the 10<sup>th</sup> day of January, 2012

READ a second time the \_\_ day of \_\_\_\_\_, 2012

READ a third time and finally passed the \_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
R. Lloyd Bertschi  
Mayor

\_\_\_\_\_  
Debbie Oyarzun  
CAO

## Report to Council

- For Council Decision
  For Council Direction  
 For Council Information



	<b>TOPIC</b>	Family & Community Support Services (FCSS) Grants 2011	January 5, 2012
<b>PRESENTER:</b>	Tyler Edworthy FCSS Coordinator	<b>ATTACHMENTS:</b> <ul style="list-style-type: none"> <li>• FCSS applications (to follow)</li> <li>• FCSS Regulation 218/94 Section 2 (service requirements)</li> </ul>	
<b>PREPARED BY:</b>	Amy Dribnenky FCSS Coordinator		
<b>CLEARANCES:</b>	Debbie Oyarzun Interim CAO	<b>RELEVANT LEGISLATION/POLICIES/BYLAWS:</b> <ul style="list-style-type: none"> <li>• <i>Family and Community Support Services Act and Regulation</i></li> </ul>	

### RECOMMENDATION:

That Council approve the 3 FCSS grant applications recommended by the FCSS Advisory Board.

### BACKGROUND SUMMARY:

FCSS program is an 80/20 funding partnership established with the province through an annual agreement. The *FCSS Act and Regulation* governs the mandate and service requirements that a municipality must meet to be eligible for funding. Under FCSS, communities are expected "to design and deliver social programs that are preventative in nature to promote and enhance well-being among individuals, families and communities".

In the fall of 2010, the FCSS advisory board was established to promote and facilitate the involvement of volunteers in the administration and operation of the program as one of the key activities required by a municipality under the program. The FCSS advisory board was tasked with reviewing FCSS applications against provincial criteria/service requirements (attached). This round of grant applications is the first that the FCSS advisory board has reviewed and made recommendations on. A total of 5 grant applications were received.

FCSS advisory board has reviewed and recommends the following 3 applications for approval:

- 1) Morinville Community High School (Deborah Wood) applied for a grant of \$1,400 to bring in two parenting courses (single parenting and blended family parenting).
- 2) Georges H. Primeau Junior High School (Laurie DeRuiter) applied for a grant of \$1,000 to assist in covering the costs of the Heroes program for grade 7 students.
- 3) Sturgeon Victim Services Association (Donna McPherson) applied for a grant of \$3,770 to assist with the development of advertisements aimed at preventing Cyberbullying with social media,

Submitted by: \_\_\_\_\_

A. Dribnenky  
FCSS Coordinator

December 12, 2011

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

D. Oyarzun  
Interim CAO

December 12, 2011

relationship violence, distracted/impaired driving and to promote volunteering to build skills for employment.

2 additional applications were reviewed by the FCSS advisory board and are not recommended for approval as they either did not meet the FCSS grant program eligibility criteria or fall into one of the Services and Program Options in Community Services.

**BUDGET/RESOURCE IMPLICATIONS:**

\$6,170 to be allocated from FCSS funding.

**FOLLOW-UP ACTION:**

Cheques for approved amounts will be presented to applicants.

Follow up reports will need to be completed and submitted at the completion of the approved program/service.

Applicants who have not been approved will be contacted by phone.

Section 2 FAMILY AND COMMUNITY SUPPORT SERVICES REGULATION AR 218/94

- (a) "Act" means the *Family and Community Support Services Act*;
- (b) "program" means an arrangement for the delivery of family and community support services that are of a preventive nature in accordance with an agreement entered into pursuant to section 3 of the Act.

AR 218/94 s1;102/97;199/2003

**Responsibilities of municipality**

**2** In providing for the establishment, administration and operation of a program, a municipality must do all of the following:

- (a) promote and facilitate the development of stronger communities;
- (b) promote public participation in planning, delivering and governing the program and services provided under the program;
- (c) promote and facilitate the involvement of volunteers;
- (d) promote efficient and effective use of resources;
- (e) promote and facilitate co-operation and co-ordination with allied service agencies operating within the municipality.

AR 218/94 s2;102/97;199/2003

**Service requirements**

**2.1(1)** Services provided under a program must

- (a) be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and
- (b) do one or more of the following:
  - (i) help people to develop independence, strengthen coping skills and become more resistant to crisis;
  - (ii) help people to develop an awareness of social needs;
  - (iii) help people to develop interpersonal and group skills which enhance constructive relationships among people;
  - (iv) help people and communities to assume responsibility for decisions and actions which affect them;

(v) provide supports that help sustain people as active participants in the community.

(2) Services provided under a program must not

- (a) provide primarily for the recreational needs or leisure time pursuits of individuals,
- (b) offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
- (c) be primarily rehabilitative in nature, or
- (d) duplicate services that are ordinarily provided by a government or government agency.

AR 102/97 s2;199/2003

### **Financial Matters**

#### **Municipal costs**

**3** Municipal costs of a program may only include

- (a) general administration and management of the municipal program,
- (b) operation of a board or committee for the municipal program,
- (c) planning and research regarding the overall program,
- (d) general consulting by the municipality to services within the program,
- (e) general consulting by the municipality to the community with regard to the program,
- (f) monitoring and evaluation of program services in the municipality,
- (g) evaluating program service delivery effectiveness,
- (h) advertising and promoting the program services in the community,
- (i) managing a specific service delivery mechanism,
- (j) operating a board or committee for the delivery of the service,
- (k) providing training for staff and volunteers for this service,

## Report to Council

- For Council Decision       For Council Direction  
 For Council Information



	<b>TOPIC</b>	Strategic Planning Framework Manual	January 10, 2012
<b>PRESENTER:</b>	Debbie Oyarzun Interim CAO	<b>ATTACHMENTS:</b> • Draft Strategic Planning Framework Manual	
<b>PREPARED BY:</b>	Debbie Oyarzun Interim CAO		
<b>CLEARANCES:</b>	Debbie Oyarzun Interim CAO	<b>RELEVANT LEGISLATION/POLICIES/BYLAWS:</b> •	

### RECOMMENDATION:

That Council receive the Draft Strategic Planning Framework (SPF) Manual for information.

### BACKGROUND SUMMARY:

The SPF Manual has been developed to document the processes undertaken throughout the 2012 strategic planning and budgeting process with the intent to annually evaluate and evolve the framework. The SPF identifies the key planning documents, the relationship between each and the alignment with the Municipal Sustainability Plan. The SPF Manual currently consists of 6 core chapters and 3 appendices.

#### Core Chapters:

1. Business Planning Cycle
2. Strategic Planning Cycle
3. Budget Management Processes
4. Morinville 2035 MSP Plan Maintenance
5. Reporting Performance
6. MSP Performance Measurement Methodologies

#### Appendices:

- A. Surveys
- B. Forms & Report Templates
- C. Definitions and Terminology

The Deputy CAO is responsible for the maintenance and change control for the SPF.

### BUDGET/RESOURCE IMPLICATIONS:

Not applicable.

Submitted by: \_\_\_\_\_

\_\_\_\_\_  
D. Oyarzun  
Interim CAO

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

\_\_\_\_\_  
D. Oyarzun  
Interim CAO

January 4, 2012

**LINKAGE TO BUSINESS PLAN/STRATEGIC PRIORITIES:**

Governance and Economic

**FOLLOW-UP ACTION:**

Schedule a strategic planning workshop to review the SPF and its components.

## Report to Council

- For Council Decision
  For Council Direction  
 For Council Information



	<b>TOPIC</b>	Community Futures Tawatinaw Region	January 10, 2012
<b>PRESENTER:</b>	Debbie Oyarzun Interim CAO	<b>ATTACHMENTS:</b> • Community Futures Background / Board Members	
<b>PREPARED BY:</b>	Jennifer Maskoske Legislative Officer		
<b>CLEARANCES:</b>	Debbie Oyarzun Interim CAO	<b>RELEVANT LEGISLATION/POLICIES/BYLAWS:</b> • Council Remuneration and Per Diem Policy CA202/2011	

### RECOMMENDATION:

That Council appoint a member to sit as a Director on the Community Futures Tawatinaw Region Board.

### BACKGROUND SUMMARY:

Community Futures (CF) is a national non-profit organization that focuses on rural economic development and diversification. In western Canada, CF is funded by Western Economic Diversification Canada. The overall program aim is to:

- Support Community Economic Development
- Diversify the economy
- Support the creation and expansion of small and medium-sized enterprises
- Maintain and create new employment
- Maintain Canada's capacity to deliver business services to rural communities in Western Canada.

There are currently 27 regional offices in Alberta. The Community Futures Tawatinaw Regional office is located in Westlock and covers the area from north of St. Albert to north of Calling Lake, Radway in the east and Barrhead County line in the west.

Core services provided include business planning assistance, counselling and consulting, cash flow forecasting, and loans for up to \$150,000.

The Board meets approximately 9 times per year in Westlock and will be holding a special meeting on January 18, 2012 for new Director orientation.


Further information regarding this organization can be found at <http://www.cfna.ca>.

Submitted by:

  
 J. Maskoske  
 Legislative Officer

December 28, 2011

Approved by:

  
 D. Oyarzun  
 Interim CAO

December 28, 2011

**BUDGET/RESOURCE IMPLICATIONS:**

Per diem rates as per Council Remuneration and Per Diem Policy CA202/2011.

**LINKAGE TO BUSINESS PLAN/STRATEGIC PRIORITIES:**

Economic

**FOLLOW-UP ACTION:**

Advise Community Futures Tawatinaw Region on Council's decision.

## **Board Members 2011-2012**

### Quick background on Community Futures

We are one of 269 CF offices across rural Canada set up by the federal government to assist small and medium sized business owners, each with a specific region to serve. We are guided by a volunteer board of directors made up of business people, councillors and former mayors, and economic development specialists from throughout our region.

Our region covers the area from north of St. Albert to north of Calling Lake, Radway in the east and the Barrhead County line in the west.

The services we provide include business planning assistance, counselling & consulting, cash flow forecasting and loans for up to \$150,000.

We offer a series of business related courses that are available online, through video conference, and in person.

We work closely with our clients through all phases of start up, purchase or expansion of a business.

We assist clients in preparation of business plans but will not do it for them. Involvement from our clients into their plans is crucial to their long term success since a plan is of little value if the business owner hasn't been involved in the plans preparation.

Our business differs from traditional financial service providers as we offer ongoing support right from the planning stages and on an ongoing basis thereafter.

And should a client borrow from us, we are in regular contact to ensure that any problems are identified quickly and dealt with. The result is that many of our loan clients succeed.

Our goal is to serve the communities throughout our region, and it is our volunteer board that guides us in this.

We look forwards to having a councillor from Morinville join our board.

## Board Members 2011-2012

Below please find a list of our current board members.

**Dave Latta** (Board Chair + Loans Chair + Finance/Audit)  
Bon Accord, AB T0A 0K0  
Former Councillor and Mayor

**Bert Seatter** (Finance/Audit)  
Dapp, AB  
Westlock County Councillor

**Allen Balay** (Vice Chair + Finance/Audit)  
Rochester, AB  
Athabasca County Councillor

**John Olson**  
Thorhild, AB T0A 3J0  
Thorhild County Councillor

**George Greig** (Sec/Treas + Loans + alternate finance/audit)  
Westlock, AB  
Business person

**Doris Splane** (At large)  
Boyle, AB T0A 0M0  
County Councillor

**Gen Couchie** (Maternity Leave)  
Redwater, AB  
Economic Development Specialist

**Peggy Laing** (Loans + Finance/Audit)  
Fawcett AB  
Municipal Employee

**Norm Sandahl** (Finance/Audit)  
Gibbons, AB  
Town Councillor

**Roger Hall** (Finance/Audit)  
Boyle, AB  
Town Councillor

**Don Savage** (Loans+Finance & Audit)  
Westlock, AB  
County Councillor

## Report to Council

- For Council Decision
  For Council Direction  
 For Council Information



	<b>TOPIC</b>	Sturgeon Regional Economic Development Committee appointment	January 10, 2012
<b>PRESENTER:</b>	Debbie Oyarzun Interim CAO	<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>Sturgeon Regional Economic Development TOR</li> <li>Email acceptance by Mr. Dafoe</li> </ul>
<b>PREPARED BY:</b>	Debbie Oyarzun Interim CAO		
<b>CLEARANCES:</b>	Debbie Oyarzun Interim CAO	<b>RELEVANT LEGISLATION/POLICIES/BYLAWS:</b>	<ul style="list-style-type: none"> <li>Volunteer Board/Committee Member Honorarium and Per Diem Policy 144/2007</li> </ul>

### RECOMMENDATION:

That Council consider the appointment of Mr. Stephen Dafoe to the Sturgeon Regional Economic Development Committee.

### BACKGROUND SUMMARY:

The Sturgeon Regional Economic Development Committee is tentatively scheduled to start meetings in January 2012 (actual date to be determined). Membership consists of Council, Public, and Administrative representatives from each of the 6 participating municipalities.

Morinville representatives are as follows:

- Councillor Boddez - appointed to this committee during the October 2011 Organizational meeting.
- Debbie Oyarzun, Interim CAO and Greg Hofmann, Director Planning & Development
- Public member – recommendation is Mr. Stephen Dafoe

In the TOR, examples of public members include Economic Development Board Members, Chamber Members, and Business Members. Mr. Dafoe is an active participant and volunteer in Morinville, a business owner, and a Director of the Morinville & District Chamber of Commerce.

Mr. Dafoe has agreed to accept this role if Council approves the appointment.

### BUDGET/RESOURCE IMPLICATIONS:

Remuneration for committee members is in accordance with each individual municipality's policies. Compensation for public members appointed by Morinville would be addressed by the Volunteer Board/Committee Member Honorarium and Per Diem Policy 144/2007.

Submitted by:

\_\_\_\_\_  
D. Oyarzun  
Interim CAO

Approved by:

\_\_\_\_\_  
D. Oyarzun  
Interim CAO

January 4, 2012

**LINKAGE TO BUSINESS PLAN/STRATEGIC PRIORITIES:**

Governance and Economic

**FOLLOW-UP ACTION:**

- Confirm with Mr. Dafoe his appointment to the Sturgeon Regional Economic Development Committee.
- Provide Mr. Dafoe's contact information to the Committee organizer.

**Sturgeon Regional Economic Development Committee**  
**Intermunicipal Cooperation Protocol (2010)**

<b>Purpose:</b>	To review, communicate and address opportunities and issues relating to regional sustainable economic development
<b>Legislative Authority:</b>	Municipal Government Act, Sec. 145
<b>Reports to:</b>	Individual Municipal Councils
<b>Membership:</b>	6 Council Members - one from each municipality 6 Public Members (Economic Development Board Members, Chamber Members, Business Members) – one from each municipality 3 Industry Members 6 Administrative Representatives – one from each municipality
<b>Term of Office:</b>	Three year term – November 01,2011 to November 01, 2014
<b>Meetings:</b>	Commencing November 01, 2011, with a minimum of four late afternoon/ early evening meetings per year
<b>Terms of Reference:</b>	The Sturgeon Regional Economic Development Committee shall review and address sustainable development opportunities for the region.
<b>Remuneration:</b>	Remuneration and travel expenses shall be in accordance with each individual municipality’s policy regarding remuneration for Council and public members.
<b>Administrative Responsibility:</b>	Town Administrators, or their designate
<b>Protocol:</b>	The participating municipalities of Sturgeon County, Town of Legal, Town of Redwater, Town of Gibbons, Town of Bon Accord, Town of Morinville, agree to cooperate and collaborate with each other and work with other interested parties. In doing so, it is agreed that all will work towards the operating principles included in this document.  <b>* Other interested parties include: CFB Garrison, Alexander First Nations, local organizations, landowners, the Province of Alberta, adjacent municipalities, other municipalities in the Capital Region, and transportation and utility companies and authorities which service the area toward achievement of the objectives for Sturgeon Regional Economic Development Committee.</b>

- Objectives:**
1. To jointly promote facilitate, and market sustainable development opportunities for the region.
  2. To retain and support existing business in the region.
  3. To grow the Sturgeon Regional Municipal assessment base.

**Operating principles:** The following guiding principles are:

Municipalities in so far as possible shall speak with one voice to external audiences concerning Sturgeon Regional Municipalities and shall seek to proactively resolve any intermunicipal issues in a respectful manner. Municipalities shall agree on the following provisions:

- Keep each other informed about the provision of infrastructure, services, new development or issues which may affect the area as a whole.
- Collaboratively plan for the area's use and infrastructure in a manner that maximizes its attractiveness and efficient functioning for development while minimizing land use and environmental conflicts within the area. (Marketing Plan).
- Ensure regular and considerate communication, opportunities and involvement with landowners of the area with respect to its planning and development.
- Promote and support a coordinated approach to achieving and maintaining appropriate standards of environmental, social and economic sustainability for the region.

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2011

Between:

The Municipalities of:  
MORINVILLE, LEGAL, BON ACCORD, GIBBONS,  
REDWATER AND STURGEON COUNTY

FOR PARTICIPATION IN THE

STURGEON REGIONAL ECONOMIC  
DEVELOPMENT COMMITTEE

**MEMORANDUM AGREEMENT**

**WHEREAS** The following municipalities - Morinville, Legal, Bon Accord, Gibbons, Redwater and Sturgeon County - wish to participate on the Sturgeon Regional Economic Development Committee for the purpose of reviewing sustainable development opportunities for the region;

**WHEREAS** This agreement shall be governed by the Municipal Government Act, Sec. 145, and;

**WHEREAS**, the above mentioned municipalities agree to the Terms of Reference for the Sturgeon Regional Economic Development Committee – attached

**IN WITNESS WHEREOF**, the parties hereto have set their hand and seals by their properly authorized officers, at: \_\_\_\_\_, in the Province of Alberta, this \_\_\_\_ day of \_\_\_\_\_, 2011.

**TOWN OF MORINVILLE**

Per: 

Per: \_\_\_\_\_

**TOWN OF LEGAL**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**TOWN OF BON ACCORD**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**TOWN OF GIBBONS**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**TOWN OF REDWATER**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**STURGEON COUNTY**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**Jennifer Maskoske**

---

**Subject:** FW: Terms of Reference for Committee

---

**From:** Stephen Dafoe []  
**Sent:** Thursday, January 05, 2012 9:23 AM  
**To:** Debbie Oyarzun  
**Subject:** Re: Terms of Reference for Committee

Deb:

I would be honoured to hold this appointment.

Again my thanks for considering me.

Stephen

On 05/01/2012 9:07 AM, Debbie Oyarzun wrote:  
Morning Stephen,

Attached are the TOR for the Sturgeon Regional Economic Development Committee we discussed.

Term of Office has been changed to start in January, 2012 – January 2014.

Morinville representation is currently – Councilor Boddez, Director P&D Greg Hofman, Interim CAO – Debbie Oyarzun.

Please confirm whether you would be interested in holding this appointment, as I would like to bring it forward for approval at the January 10 Council meeting.

Take care,  
Deb