

Town of Penhold



REQUEST FOR DECISION

February 18th, 2021

TITLE: Adoption of the February 8th, 2021 Regular Council Meeting Minutes

RECOMMENDATIONS:

That Council adopts the February 8th, 2021 Regular Council Meeting minutes as presented.

LEGISLATIVE AUTHORITY:

Municipal Government Act Revised Statutes of Alberta, 2000, Chapter M-26, Division 9, Part 6, Section 208 Performance of major administrative duties. 'The chief administrative officer must ensure that the minutes of each council meeting are given to council for adoption at a subsequent council meeting.'

BACKGROUND:

The minutes presented are the unapproved record of the February 8th, 2021 Regular Council Meeting and are presented for adoption, or adoption as amended, by Council. Minutes were emailed out to Council on February 17th with no feedback received at the time of this report.

COMMUNICATION / RETENTION:

Copies of the approved minutes are signed and stored in a secure area;
AND FURTHER posted on the Town of Penhold website for public interest.

ALTERNATIVES:

That Council defers the February 8th, 2021 Regular Council Meeting & Public Hearing minutes to Administration for further information.

Presented at the February 22nd, 2021 Regular Council Meeting for the Town of Penhold

Prepared by: Rick Binnendyk, CAO

CAO



Town of Penhold

REGULAR MEETING MINUTES

February 8th, 2021
Town Council Chambers

Mayor:

Mike Yargeau

Councillors:

Shawn Hamm
Shaun Kranenborg
Tyrone Muller

Sharolyn Sanchez
Mike Walsh

Virtual Attendance

Councillor Ken Denson

Staff

Rick Binnendyk, CAO
Bonnie Stearns, Leg Asst

Mayor Yargeau called the meeting to order at 6:01 pm.

1. CALL TO ORDER - Mayor

1.1. Additions & Deletions to Agenda

2021-060

Councillor Hamm moved to accept the February 8th, 2021 Regular Council meeting agenda as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF PREVIOUS MINUTES

2.1. Adoption of the January 25th, 2021 Regular Council Meeting Minutes as provided.

2021-061

Councillor Walsh moved to accept the Regular Council meeting minutes for January 25, 2021 as presented.

CARRIED UNANIMOUSLY

3. BUSINESS ARISING OUT OF THE MINUTES

2021-062

Councillor Sanchez moved that Council accept the listed Business Arising out of the Minutes as information.

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

5. PRESENTATIONS & DELEGATIONS

None

6. REPORTS

6.1. Financial

6.1. a. Investment Statement for the month ending December 31st, 2020

2021-063

Councillor Denson moved to accept the Monthly Bank Reconciliation for month ending Dec. 31, 2020 as presented.

CARRIED UNANIMOUSLY

6.1. b. Monthly Accounts for Online Payments and Payments from January 20 – February 3, 2021

2021-064

Councillor Kranenborg moved to accept the monthly accounts for Online Payment and Payments from January 6 – February 3, 2021.

CARRIED UNANIMOUSLY

6.1. c. Monthly Bank Reconciliation Statement ending December 31, 2020

2021-065

Councillor Muller moved to accept the Monthly Bank Reconciliation Statement ending December 31, 2020 as presented.

CARRIED UNANIMOUSLY

6.2 CAO Report – Rick Binnendyk

- Distributed in Council Package

2021-066

Councillor Hamm moved to accept the CAO's monthly report as information.

CARRIED UNANIMOUSLY

6.3 Multiplex Manager – Michael Szewczuk

- Distributed in Council Package

2021-067

Councillor Kranenborg moved to accept the Multiplex Manager's monthly report as information.

CARRIED UNANIMOUSLY

6.4 Fire Department – Jim Pendergast

2021-068

**Councillor Denson moved to accept the Fire Department's monthly report as information.
CARRIED UNANIMOUSLY**

6.5 Public Works – Nancy McAteer

2021-069

**Councillor Walsh moved to accept the Public Work's monthly report as information.
CARRIED UNANIMOUSLY**

7. NEW BUSINESS

7.1 Potential Support:

7.1. a. Reinstatement of the 1976 Coal Development Policy

2021-070

**Councillor Hamm moved that Council accepts the Reinstatement of the 1976 Coal Development Policy document from High River as information.
CARRIED UNANIMOUSLY**

7.1. b. Need for a Stronger Western Canadian Municipal Advocate

2021-071

**Councillor moved that Council accepts the Need for a Stronger Western Canadian Municipal Advocate letter from Municipal District Bonnyville No. 87 as information.
CARRIED UNANIMOUSLY**

8. OUTSTANDING BUSINESS

9. REPORTS from COUNCIL BOARDS and COMMITTEES (Formal Reports)

9.1 Penhold Community Safety & Crime Awareness Committee – Jan. 26 Meeting Minutes

2021-072

**Councillor Muller moved that Council accepts the Penhold Community Safety & Crime Awareness Committee's Jan. 26, 2021 Minutes as information.
CARRIED UNANIMOUSLY**

9.2 Penhold & District Public Library: 2021 – 2025 Strategic Plan

2021-073

**Councillor Walsh moved that Council accepts the Penhold & District Public Library 2021 – 2025 Strategic Plan as information.
CARRIED UNANIMOUSLY**

10. BYLAW(s)

11. CORRESPONDENCE and INFORMATION

11.1 General Correspondence

2021-074

Councillor Denson moved that Council receives the listed correspondence for information as presented.

CARRIED UNANIMOUSLY

12. COUNCIL ROUND TABLE – Information no action

Mayor and Councillors reported on meetings they have attended on behalf of the Town of Penhold.

2021-076

Councillor Walsh moved that Administration inquire with CP Rail as to why trains sit idling for days in town.

CARRIED UNANIMOUSLY

13. QUESTIONS from the GALLERY – Addressed throughout the meeting

Mayor Yargeau called for a recess at 6:57pm.

2021-077

Councillor Sanchez moved that the meeting to order at 7:05 pm.

CARRIED UNANIMOUSLY

14. IN CAMERA

15. ADJOURNMENT

2021-078

Councillor Muller moved to adjourn the Council Meeting at 7:05 pm.

CARRIED UNANIMOUSLY

MAYOR

CAO

Town of Penhold



REQUEST FOR DECISION

Feb. 17, 2021

TITLE: Subdivision Application PEN21101 – To consider the subdivision of the land located at Lot 4; Block 6; Plan 132 1985 to create two (2) commercial parcels.

RECOMMENDATION:

That Council accepts the subdivision authority's approval of Subdivision Application PEN21101; **AND FURTHER** that the attached conditions be the responsibility of the identified parties.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities. This report is an extension of the CAO's update report.

BACKGROUND:

Council moved to proceed with Subdivision PEN21101 at their Jan. 25, 2021 Regular Council meeting. The application identifies the Hawkridge Estates Development Ltd.'s intent to subdivide 0.466 hectares (1.15ac) of Lot 4; Block 6; Plan 1321985, to create two (2) commercial parcels.

REFERRAL COMMENTS:

The application was referred to Town Staff, agencies with an interest in the land and adjacent landowners. The following comments were received. Comments in their entirety are attached in Appendix D.

There were no comments from adjacent landowners.

Comments from Referral Agencies

- *Alberta Transportation – The above noted subdivision proposal does not meet Section 14 of the Regulation. The Highway 42 and Hawkridge Blvd intersection was upgraded to include a left and right turn bay to facilitate the Hawkridge Estates Outline Plan. The Hawkridge Estates Traffic Impact Assessment (TIA) would have accounted for the traffic generation from the proposed subdivision as the land use calculation used on the subject lands was highway commercial. Therefore, Pursuant to Section 16 of the Regulation, the department grants approval for the subdivision authority to grant a variance of Section 14 and 15 of the Regulation should they choose to do so. As per the Outline Plan, "Vehicular accesses will be provided along the east-west collector and should be setback as far as possible from Highway 2A. An additional access point could be provided to the south commercial site from Robinson Avenue" (Hawkridge Estates 2015 Outline Plan, pp.29). Pursuant to Section 678(2) of the Municipal Government Act, Alberta Transportation requires that any appeal of this subdivision be referred to the Municipal*

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Government Board.

- *TELUS Communications – no objection*
- *ATCO Pipelines – no objection*
- *ATCO Gas – no objection*
- *Canada Post – no objection*
- *Fortis Alberta – no objection and no easement is required*
- *Alberta Health Services – no objection*
- *Red Deer County – no objection*

Comments from Municipal Staff

- *Planning staff support the subdivision. However, the Town of Penhold has a caveat on title for the reimbursement of expenses at the time of subdivision for previously provided paving on behalf of the developer. Offsite fees will be due.*

In the opinion of the subdivision authority, the proposed application satisfies the requirements of Section 654 of the *Municipal Government Act*, and the relevant matters listed in Section 7 of the *Subdivision and Development Regulations* (see attached Appendix A); and submissions from municipal staff, referral agencies and adjacent landowners were presented to and considered by the subdivision authority as outlined in the subdivision report dated February 12, 2021.

Therefore, the subdivision authority **APPROVES** the subdivision application subject to the listed conditions:

1. Subdivision by means suitable to the Registrar of the Land Titles Office.
2. All outstanding taxes to be paid, or satisfactory arrangement for payment thereof, to the Town of Penhold [Section 654 (1)(d) of the *Municipal Government Act*].
3. Arrangement to be completed with and to the satisfaction of the Town of Penhold for the provision of services pursuant to Section 655 of the *Municipal Government Act* including but not limited to the future connection to municipal water and/or sanitary sewer and payment of applicable offsite levies. [Section 655 of the *Municipal Government Act*].
4. Arrangement to be completed with and to the satisfaction of the Town of Penhold for the reimbursement of previously provided paving in the amount of \$22,312 plus interest that has accrued as noted by caveat (Instrument 192 261 631) on title.

ALTERNATIVES:

Council recommends that subdivision application PEN21101 be referred back to Administration for further clarification.

Presented at the February 22nd, 2021 Regular Council Meeting for the Town of Penhold

Prepared By: Craig Teal, PCPS



CAO



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Red Deer, Alberta, T4N 1X2
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SUBDIVISION REPORT

Subdivision Authority (Penhold)
Town of Penhold

February 12, 2021

Lot 4, Block 6, Plan 132 1985

File Number: PEN21101

Proposal: To create two (2) commercial parcels.

PURPOSE

To consider the subdivision of Lot 4, Block 6, Plan 132 1985 in the Town of Penhold in order to create two Highway Commercial (C2) parcels.

DISCUSSION

Hawkrige Estates Development Ltd., the registered owner, is proposing the subdivision of the subject parcel. The proposal is to create two Highway Commercial (C2) parcels. The current area of Lot 4, Block 6, Plan 132 1985 is approximately 0.466 ha (0.151 ac). Proposed Lot 9, Block 6 would be approximately 0.233 ha (0.575 ac) and the remainder of Lot 4, Block 6 would be 0.233 ha (0.575 ac).

Proposed Lot 9, Block 6 and the remainder of Lot 4, Block 6 do not currently contain any buildings.

The following report will examine the proposed subdivision in relation to the Town's existing plans, comments obtained through the referral process, and other applicable planning considerations.

INTERMUNICIPAL DEVELOPMENT PLAN (IDP)

The Town of Penhold and Red Deer County Intermunicipal Development Plan (Bylaw 743/2017) identifies the subject land as within the Town's boundary. The IDP defers to the Town's Municipal Development Plan and the direction it provides for future land uses in this area.

MUNICIPAL DEVELOPMENT PLAN (MDP)

The Town of Penhold Municipal Development Plan (Bylaw 773/2019) identifies the subject land for commercial use, which is consistent with the proposed use for the lots in question.

Hawkrige Estates Outline Plan

The Hawkrige Estates Outline Plan identifies this area as commercial, which is consistent with the proposed subdivision.

LAND USE BYLAW (LUB)

The Town of Penhold Land Use Bylaw (Bylaw 757/2018) designates the subject parcels as Highway Commercial District (C2). The C2 District intends "To provide areas for a range of commercial uses and compatible uses, which are primarily accessible to vehicular traffic, the travelling public, and residents of the surrounding areas along major travel routes."

The minimum required parcel area for C2 parcels is 0.2 ha/0.5 ac. Proposed Lot 9, Block 6 will have an area of 0.233 ha/0.575 ac and the remainder Lot 4, Block 6 will have an area of 0.233 ha/0.575 ac which meets requirement.

The minimum required parcel width for C2 parcels is 30m. The front parcel boundary of proposed Lot 9, Block 6 measures 32.2m along the east which meets the parcel width requirement. The front parcel boundary for the remainder of Lot 4, Block 6 measures 45.04m along the east which meets the parcel width requirement.

MUNICIPAL RESERVES

Municipal reserves are not required for this subdivision application as they were previously addressed and dedicated for these lands. The area being subdivided also falls below the allowable size for requiring dedication of reserve being 0.8 ha or smaller.

SITE PHOTOS

A site inspection was completed on February 2, 2021 and the following images illustrate the general nature of the subject site.



Photo 1. Of the proposed Lot 9, Block 6 from the northwest corner looking east. Includes the access to Lot 3, Block 6, the electrical boxes along the proposed lot and the fire hydrant at the northeast corner.



Photo 2. Of the proposed Lot 9, Block 6 from the middle of the east boundary looking west across the proposed lot.



Photo 3. Of the proposed Lot 9, Block 6 from the southwest corner of the remainder of Lot 4, Block 6 looking north along the west boundary.

REFERRAL COMMENTS

The application was referred to Town Staff, agencies with an interest in the land and adjacent landowners. The following comments were received. Comments in their entirety are attached in Appendix D.

There were no comments from adjacent landowners.

Comments from Referral Agencies

- *Alberta Transportation – The above noted subdivision proposal does not meet Section 14 of the Regulation. The Highway 42 and Hawkridge Blvd intersection was upgraded to include a left and right turn bay to facilitate the Hawkridge Estates Outline Plan. The Hawkridge Estates Traffic Impact Assessment (TIA) would have accounted for the traffic generation from the proposed*

subdivision as the land use calculation used on the subject lands was highway commercial. Therefore, Pursuant to Section 16 of the Regulation, the department grants approval for the subdivision authority to grant a variance of Section 14 and 15 of the Regulation should they choose to do so. As per the Outline Plan, "Vehicular accesses will be provided along the east-west collector and should be setback as far as possible from Highway 2A. An additional access point could be provided to the south commercial site from Robinson Avenue" (Hawkridge Estates 2015 Outline Plan, pp.29). Pursuant to Section 678(2) of the Municipal Government Act, Alberta Transportation requires that any appeal of this subdivision be referred to the Municipal Government Board.

- *TELUS Communications – no objection*
- *ATCO Pipelines – no objection*
- *ATCO Gas – no objection*
- *Canada Post – no objection*
- *Fortis Alberta – no objection and no easement is required*
- *Alberta Health Services – no objection*
- *Red Deer County – no objection*

Comments from Municipal Staff

- *Planning staff support the subdivision. However, the Town of Penhold has a caveat on title for the reimbursement of expenses at the time of subdivision for previously provided paving on behalf of the developer. Offsite fees will be due.*

ANALYSIS AND DISCUSSION

Road Access

The entire current parcel Lot 4, Block 6 and surrounding commercial parcels have an existing blanket access easement allowing the shared use of existing access off Hawkridge Blvd and Robinson Avenue as well as parking within the surrounding commercial parcels (Instrument 132 119 995). This easement will be carried forward onto proposed Lot 9, Block 6.

RECOMMENDATION

In the opinion of the subdivision authority, the proposed application satisfies the requirements of Section 654 of the *Municipal Government Act*, and the relevant matters listed in Section 7 of the *Subdivision and Development Regulations* (see attached Appendix A); and submissions from municipal staff, referral agencies and adjacent landowners were presented to and considered by the subdivision authority as outlined in the subdivision report dated February 12, 2021.

Therefore, the subdivision authority **APPROVES** the subdivision application subject to the listed conditions:

1. Subdivision by means suitable to the Registrar of the Land Titles Office.
2. All outstanding taxes to be paid, or satisfactory arrangement for payment thereof, to the Town of Penhold [Section 654 (1)(d) of the *Municipal Government Act*].

3. Arrangement to be completed with and to the satisfaction of the Town of Penhold for the provision of services pursuant to Section 655 of the *Municipal Government Act* including but not limited to the future connection to municipal water and/or sanitary sewer and payment of applicable offsite levies. [Section 655 of the *Municipal Government Act*].

4. Arrangement to be completed with and to the satisfaction of the Town of Penhold for the reimbursement of previously provided paving in the amount of \$22,312 plus interest that has accrued as noted by caveat (Instrument 192 261 631) on title.

Notes

- Please be advised that it is the applicant's responsibility to ensure that telecommunication services can be provided to the approved subdivision.
- Postal service arrangements with Canada Post are the responsibility of the developer for any new lot(s) being created.
- Works of any nature (ie: grading, paving, stockpiling, landscaping, berms, etc.) affecting surface rights of way must receive prior approval from the respective agency.



Scott Purich
Planner

Attachments

- Appendix A: *Municipal Government Act*, Approval of Application, Section 654
- Appendix B: Key Map
- Appendix C: Tentative Plan
- Appendix D: Referral Comments

APPENDIX A
Approval of Application
Section 654, Municipal Government Act

654(1) A subdivision authority must not approve an application for subdivision approval unless

- (a) the land that is proposed to be subdivided is, in the opinion of the subdivision authority, suitable for the purpose for which the subdivision is intended,
- (b) the proposed subdivision conforms to the provisions of any growth plan under Part 17.1, any statutory plan and, subject to subsection (2), any land use bylaw that affects the land proposed to be subdivided,
- (c) the proposed subdivision complies with this Part and Part 17.1 and the regulations under those Parts, and
- (d) all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment pursuant to Part 10.

(1.2) If the subdivision authority is of the opinion that there may be a conflict or inconsistency between statutory plans, section 638 applies in respect of the conflict or inconsistency.

(2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,

- a) the proposed subdivision would not
 - (i) unduly interfere with the amenities of the neighbourhood, or
 - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,
- and
- b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.

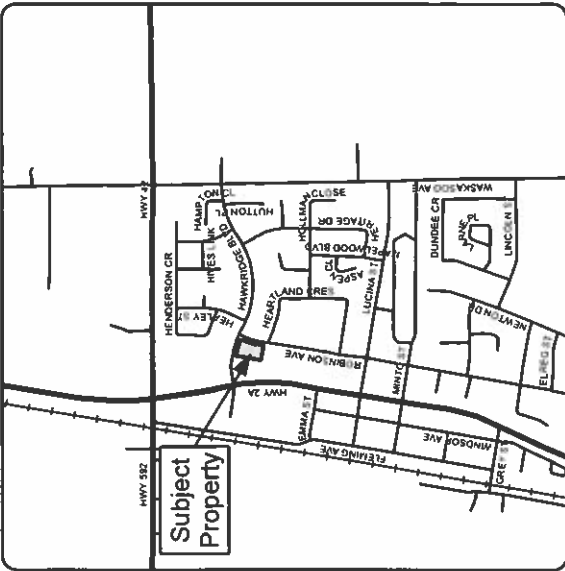
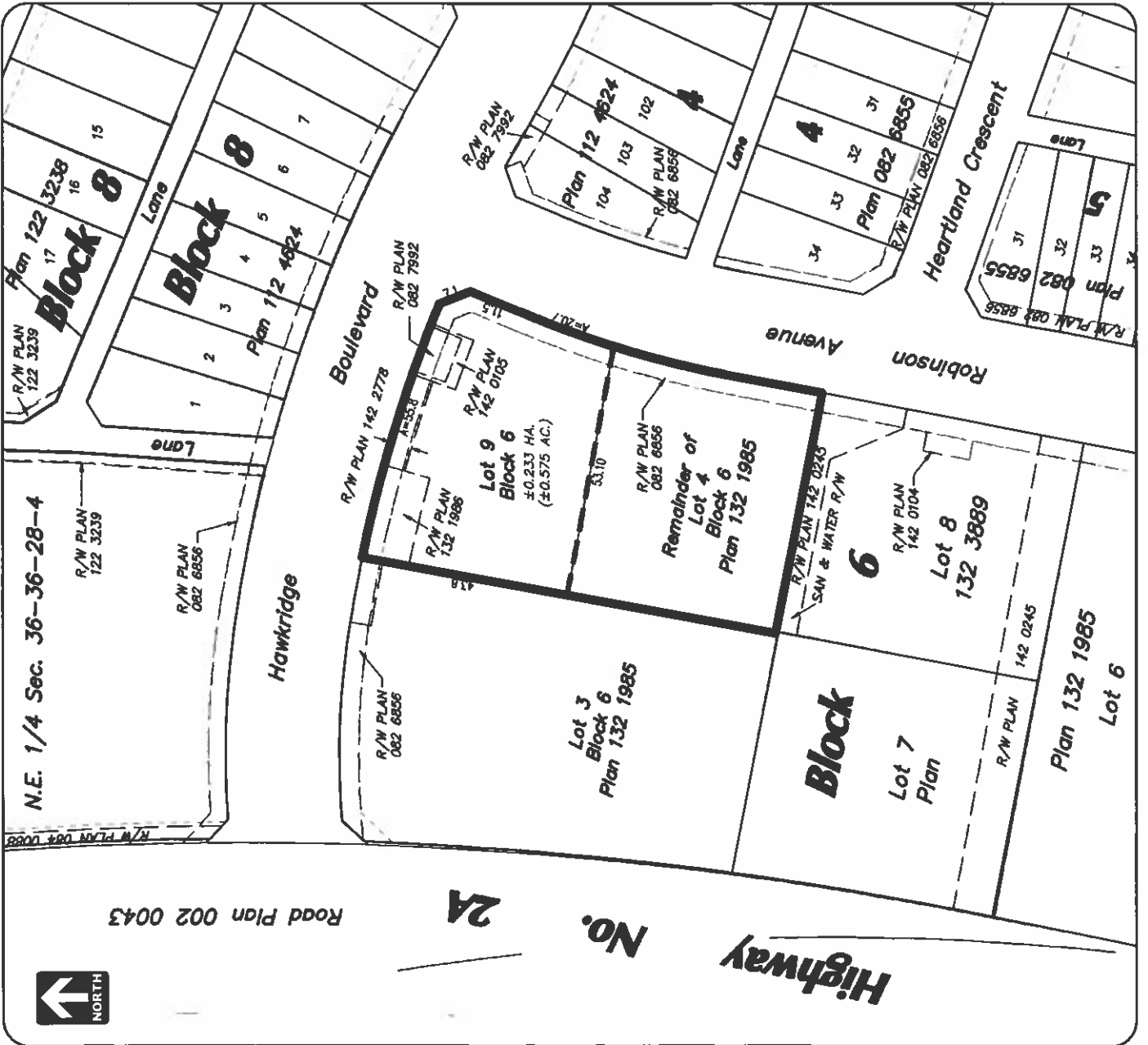
(3) A subdivision authority may approve or refuse an application for subdivision approval.

Section 7 – Subdivision and Development Regulations

Relevant Considerations

7. In making a decision as to whether to approve an application for subdivision, the subdivision authority must consider, which respect to the land that is the subject of the application,

- (a) its topography,
 - (b) its soil characteristics,
 - (c) storm water collection and disposal,
 - (d) any potential for the flooding, subsidence or erosion of the land,
 - (e) its accessibility to a road,
 - (f) the availability and adequacy of a water supply, sewage disposal system and solid waste disposal,
 - (g) in the case of land not serviced by a licensed water distribution and wastewater collection system, whether the proposed subdivision boundaries, lot sizes and buildings sites comply with the requirements of the *Private Sewage Disposal Regulation* (AR 229/97) in respect of lot size and distances between property lines, buildings, water sources and private disposal systems as identified in Section 4(4)(b) and (c).
 - (h) the use of land in the vicinity of the land that is the subject of the application, and
- (i) any other matters that it considers necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the subdivision is intended.



Subdivision File #:
PEN21101

Proposed Subdivision:
 To create two (2) commercial parcels.

Legal Description:
 Lot 4, Block 6, Plan 132 1985

Landowner:
 Hawkrige Estates Development Ltd.

Location:
 Town of Penhold



Road Plan 002 0043

2A

No.

Highway

N.E. 1/4 Sec. 36-36-28-4

R/W PLAN 122 3239

R/W PLAN 082 6856

R/W PLAN 142 2778

R/W PLAN 082 7992

R/W PLAN 082 7992

R/W PLAN 142 0105

R/W PLAN 132 1985

R/W PLAN 082 6856

R/W PLAN 142 0223

R/W PLAN 142 0104

R/W PLAN 132 3889

R/W PLAN 142 0245

Plan 132 1985

Lot 6

Plan 122 3238

Block 8

Plan 112 4824

Block 8

Boulevard

Robinson Avenue

Plan 12 4624

Block 4

Plan 082 6855

Block 4

Plan 082 6855

Block 4

Plan 082 6855

Block 5

Plan 082 6855

Block 5

Plan 082 6855

Block 5

Subject Property

Town of Penhold



REQUEST FOR DECISION

February 16th, 2021

TITLE: Memorandum of Agreement – Alberta Transportation

RECOMMENDATIONS:

That Council authorizes the Town of Penhold to enter into the Memorandum of Agreement with Alberta Transportation dated February 12th, 2021 to undertake a review of Provincial Highway Intersection Improvements in the Town of Penhold.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Part 17 Planning and Development outlines the role of Council and the municipality in various land use planning decisions which involve access to the Provincial highway system and interaction with Alberta Transportation.

BACKGROUND:

Town Administration and Alberta Transportation staff has been in discussions over the past several months on ways to better manage the connection between Town land use planning and economic growth and the safe and efficient operation of the Provincial highway system. The Town approves land use changes and Alberta Transportation has considerable influence over any subdivision and development decisions that may impact the highways. Most of the decisions to date have been approached on a “one off” basis as subdivisions are proposed or new outline plans are created. A big picture evaluation of the Town’s expected growth over the next 20-30 years, and the likely implications for intersections with the highways, has been lacking.

The current approach is to require a traffic impact assessment for every new outline plan (covering about a quarter section of land) and for every new subdivision that does not fall under an approved outline plan. The traffic impact assessment is prepared by the proponent and then reviewed by Alberta Transportation and the Town. This approach creates challenges including:

1. Tendency for each assessment to focus on one proponent’s project and the responsibility for that project regarding intersection improvements which can sacrifice the bigger picture view;
2. Motivation for proponent to attribute intersection improvements to other factors not associated with their proposed project;
3. Technical expertise needed to evaluate an assessment’s assumptions and data related to several variables used in predicting traffic behavior may not always be available;
4. The cost associated with preparing a traffic impact assessment that meets the requirements and is acceptable to Alberta Transportation (ranges from \$15,000 to \$25,000 for a single quarter section;

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5. Lack of certainty around the intersection improvements over the long term which makes it difficult for prospective developers/investors interested in the Town to decide if their project is financially viable;
6. Limiting the ability of Town staff to address questions related to highway intersection improvements when responding to inquiries; and
7. Lack of information to enable the Town to incorporate the costs related to highway intersection improvements into the financial recovery tools used in the development approvals process (offsite levies and oversize improvement contributions).

Alberta Transportation and Town staff has had positive discussions about the challenges and limitations of the current approach. The Memorandum of Agreement (MOA) sets out a process to come up with a different approach. It is an agreement to work together. There remains flexibility in the exact form and content of the final product as these aspects would develop as the process is undertaken.

The MOA consists of two stages. The first stage describes an agreed upon approach of how to collect the required information to make long term decisions relating to eight key intersections. It acknowledges the respective responsibilities and the need to coordinate between the Town and Alberta Transportation. It addresses key factors such as:

1. Use of the 2019 Municipal Development Plan land use patterns and road network to be used in projecting future traffic volume and movements;
2. Need to account for gradual evolution of intersections as traffic demands increase and events that trigger the need to upgrade;
3. Need to understand the financial implications of the intersection improvements and how to fund this infrastructure; and
4. Need for both the Town and Alberta Transportation to be confident in the information to be used.

The second stage of the MOA speaks to high level desired outcomes of the process. This may take the form of an agreement and could become a highway vicinity management agreement with is contemplated in Provincial legislation. Ideas such as periodic (5+ years) update of the broad picture assessment created through Stage 1, no further use of individual traffic impact assessments by developers, and communication around funding models are mentioned.

ATTACHED:

Memorandum of Agreement – Provincial Highway Intersection Improvements in the Town of Penhold (February 12, 2021)

FINANCIAL IMPLICATIONS:

Follow through on the process laid out in the MOA will require financial resources. This includes approximately \$50,000 to \$60,000 which is the estimated cost of engaging a qualified transportation engineer to undertake the traffic impact assessment and cost estimates for intersection improvements. There will also be costs relating to PCPS assistance with the process.

ALTERNATIVES:

1. Council can refer the MOA to Administration for further discussions and revisions with Alberta Transportation staff.
2. Council can defer the decision and seek additional information from Administration.
3. Council can decline to participate in the process laid out in the MOA.

Presented at the: February 22nd, 2021 Regular Council Meeting for the Town of Penhold

Prepared by: Craig Teal, RPP MCIP, Director, Parkland Community Planning Services



RTB

CAO

Memorandum of Agreement

Provincial Highway Intersection Improvements in the Town of Penhold

February 12, 2021

Introduction and Background

The Town of Penhold and Alberta Transportation have had many discussions over the past few years regarding responsibility for and approach to improvements to various intersections of provincial highways and municipal roads. The Town seeks to grow and expand in an economical manner and Alberta Transportation seeks to maintain an efficient, safe and functional highway system. Often these two aims have seemed to be at odds with one another. The approaches used to date have had short comings and have not built a lasting consensus on how to proceed.

In November 2020, Town and Alberta Transportation staff met to discuss issues related to intersections on provincial highways and how decisions on upgrades could be managed in the future. This document builds on points discussed at that meeting and is intended to provide guidance on creating a more productive approach serving the mandates of both parties.

Stage A: Agreed Upon Approach – Traffic Impact Assessment

The Town of Penhold and Alberta Transportation agree:

1. To review the long term intersection improvements that will be needed at eight (8) intersections along provincial highways with the Town boundaries and to build an agreement focusing on these eight intersections.

The eight (8) intersections are based on the Town of Penhold 2019 Municipal Development Plan (MDP) and are:

- I. The future arterial road located at north boundary of the NE 1-37-28-4 and intersecting Highway 2A;
- II. The future collector road located at the north boundary of the SE 1-37-28-4 and intersecting Highway 2A;
- III. The future collector roads on the west side of the SW 1-37-28-4 and NW 36-36-28-4 and intersecting Highway 592;
- IV. The collector road located at the north boundary of the NW 25-36-28-4 (Boundary Road) and intersecting Highway 2A;
- V. The future arterial road at the north boundary of the SW 25-36-28-4 and intersecting Highway 2A
- VI. The intersection of Waskasoo Avenue and Highway 42;
- VII. The future collector road into the NE 31-36-27-4 opposite the existing service road access to the SE 6-37-27-4 and intersecting Highway 42; and

VIII. The intersection of Range Road 275 and Highway 42.

2. That the intersection of Highway 2A, Highway 42 and Highway 592 will not form part of the review and that this intersection remains the responsibility of Alberta Transportation.
3. That responsibility for the planning and upgrading of the Town's local road network rests with the Town and that responsibility for the planning and upgrading of highways through Penhold rests with Alberta Transportation. The planning and upgrading of intersections of the local road network and the highways, including those not listed as the eight intersections that are part of this review, are a shared responsibility.
4. To undertake a traffic impact assessment to provide the information needed for the overall review and the creation of a suitable agreement meeting the information needs of the Town and Alberta Transportation.
5. That the land use patterns and future road network to be used in the traffic impact assessment to determine traffic generation and impact of Town growth on the eight intersections will be those identified in the Town of Penhold 2019 Municipal Development Plan (MDP). Any changes to the future land uses, road network, or developer proposed intersections will be addressed if needed through periodic updates of the traffic impact assessment.
6. That the traffic impact assessment will be based on full build out of the land area within the Town boundaries rather than set time horizons.
7. That the traffic impact assessment will consider up to three stages of intersection improvement. These stages are: the current/initial build configuration, a mid-point upgrade and an ultimate build out. The traffic impact assessment will identify the three stages for each intersection and the "trigger" events (e.g. level of development or traffic volume counts) that will be used to determine the need to upgrade the intersection.

While the minimum expectation for ultimate build out will be a signalized intersection or a round-about based on Alberta Transportation's Design Standards, the determination of the need for a round-about or a signalized intersection will be made through the traffic impact assessment.

8. That consideration of the financial costs for upgrades is a significant aspect of the review and that the traffic impact assessment will include cost estimates for each intersection being considered. The cost estimates will address all stages of construction for each intersection.

9. To create a mutually agreed upon Terms of Reference to undertake the traffic impact assessment; this will then be used by the Town in a call for proposals. The consultant for the traffic impact assessment will be hired by the Town.
10. To collaborate and mutually discuss the selection of the qualified traffic engineering consultant to undertake the traffic impact assessment.
11. That the Town of Penhold will fund the traffic impact assessment and that Alberta Transportation will provide all available and relevant data in their possession that may assist in the traffic impact assessment and review at no cost to the Town of Penhold.
12. To undertake and complete the traffic impact assessment and the process described in the above clauses prior to December 31, 2021 or a later date as agreed by the Town and Alberta Transportation.

Stage B: Agreed Upon Approach – Creating Future Agreement

1. The Town of Penhold and Alberta Transportation agree that the desired outcome of the overall review is a formal document that is agreeable to Alberta Transportation and the Town of Penhold, outlines their respective commitments and can be signed off by both parties. This document may be a formal agreement or accord or highway vicinity management agreement or highway intersection management agreement. The determination on title, form and status of document will be determined through further discussions as the process proceeds.
2. Subject to the outcome of the traffic impact assessment outlined in Stage A, it is expected that the Town of Penhold and Alberta Transportation will work towards the following arrangements in the formal document:
 - a. A description of the mechanism(s) that the Town of Penhold will use to collect funds required for the portion of costs of intersection construction and upgrades that are the responsibility of the Town.
 - b. A commitment that Alberta Transportation will not require traffic impact assessments for individual area structure plans, outline plans, subdivision applications or development applications and will instead rely on the information from the traffic impact assessment completed in Stage A.
 - c. A commitment that the Town of Penhold will generally update the traffic impact assessment completed in Stage A every five years. The timing of the five year requirement will be subject to growth in the Town of Penhold having kept pace with or exceeded the projections used in the traffic impact assessment and no major shifts in land use patterns from the 2019 Town of Penhold Municipal Development

Plan. The pace of Town growth that was experienced will be determined by the building permit statistics maintained by the Town and/or the latest municipal or federal census.

- d. A description of the process that will be used to determine that an intersection has failed or no longer meets the traffic movement requirements thereby triggering the need for upgrades based on the pre-determined agreed upon intersection upgrade.
- e. Description of the land area requirements at each intersection based on the ultimate build out at a sufficient level of detail to be used in the Town of Penhold's planning documents and communicated to applicants and landowners.
- f. A process for periodic updates and discussions between the Town and Alberta Transportation.

Commitments

The Town of Penhold hereby agrees to work with Alberta Transportation towards achievement of the activities and outcomes described above.

Town of Penhold

Mayor

CAO

Alberta Transportation hereby agrees to work with the Town of Penhold towards achievement of the activities and outcomes described above.

Alberta Transportation

Town of Penhold



REQUEST FOR DECISION

February 11th, 2021

TITLE: Alberta Community Crime Prevention Association Membership

RECOMMENDATIONS:

That Council renews the Alberta Community Crime Prevention Association (ACCPA) Membership as presented.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Section 153 (a) states in part that Councillors have the duty “..... to bring to council’s attention anything that would promote the welfare or interests of the municipality”.

BACKGROUND:

The attached membership & renewal notice for the Town of Penhold.

COMMUNICATION METHOD:

Please see attached

STAFF CAPACITY:

N/A

ALTERNATIVES:

1. That Council defers back to Administration and requests additional information.

Presented at the Feb. 22nd, 2021 Regular Council Meeting for the Town of Penhold

Prepared By: Rick Binnendyk, CAO



CAO

Town of Penhold



REQUEST FOR DECISION

February 22nd, 2021

TITLE: CAO's Council Report

RECOMMENDATIONS:

That Council accepts the CAO's report as information.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities.

BACKGROUND:

This report is presented to keep Town Council informed and up to date on significant programs and tasks being worked on by the CAO since the last Council Meeting.

COUNCIL ITEMS:

- CAO review
- COVID: we continue to connect weekly with Dr. Hinshaw and their emergency management team for a short Q & A session.
- CP Rail Train standing in Town idling has been forwarded to Council via email

PLANNING/PROJECTS:

- Planning documents in review/progress:
 - Offsite Levies: Coming forward March 8th Council meeting with a new bylaw.
- **Skatepark:**
 - The Geo tech Report has been completed and forwarded to New Line for their information.
 - The Design Build Contract has been forwarded to our office and is being reviewed.
 - Donation information from New Line has been sent and is under review and will be presented to the Pumptrack/Skatepark Committee.
 - Our office was asked for further details on the proposed park from Red Deer County. We have forwarded the background history of the park endeavours.
 - Draft design is anticipated to be ready for committee Thurs Mar. 18th
 - CFEP funding application was sent in for additional financial consideration.
- **Elections 2021:**
 - Module # 4 training is set for Feb. 24th 3rd party signage
 - A proposal for electronic voting has been receive and is under review.
 - Check out the website: Government/Elections 2021 for the most current forms and information on the upcoming municipal elections.

- **Municipal land subdivision:**
 - Tenders have been requested and as of Feb 18th there were 15 packages sent out. Pretender meeting occurred on the 18th. Opening will be Feb. 25th at 2PM. Our Engineering team are reviewing the low bid details and provide recommendation for the next council meeting.

ADMINISTRATIVE ITEMS:

- It is so NICE to see our complex opening up once again. This has been a great week.
- Feb 11th attended a Merging Trends virtual session with Brownlee. Topic covered were: Drafting Development Agreements; Municipal Management for water courses; Best Practices for Private Utilities; COVID Liability: Case law updates.
- Attended the policing webinar via AUMA Feb. 17th 2nd part of Policing Review: key take a ways: Fed Govt. contributes over 20% of the current contract. (160 million yearly). There is a 20 year contract in place as of 2012. Communities looking to move away from RCMP costs were 30 plus % more for reduced services. Report available on website.
- Connected with Red Deer County in regard to outstanding items from the ICF agreements and timing to consider when to best review.
- Our office has been in discussion with AMSC regarding the 2021 Natural Gas Aggregation. More info coming for next council meeting.
- We met with local Realtors to have a discussion on how their clients see Penhold. This information will be shared in my next report. Focus is to identify key areas for our promotional aspects for Penhold.
- RMA and AUMA were accepting expression of Interest to be part of a pilot project to find an acceptable Highway Vicinity Management Agreement that can work for our communities and Alberta Transportation. We have made a submission to participate in the Highway Development Pilot Program.” Thank you to Councillor Muller for forwarding this information.
- highways 2 and # 42 interchange access to the new truck stop has shown some concern in regard to accidents and near misses. We have passed on concerns identified to our office for the slow-moving trucks crossing #42 without proper care and attention. We have been advised they are reviewing the speeds and are in discussion with the County on the access point.
- Tax Sale is coming up for March 15th. There are 3 Manufactured homes, 1 house and a business that remains outstanding.

DEVELOPMENT ACTIVITIES:

- Our office has received 2 possible day home proposals. Documentation has been complied and letters are in circulation for adjacent owners’ comments.

UPCOMING:

- Economic focuses for 2021 Mar. 8th
- Year End financial reporting with our accountant
- Training for Emergency Management.
- Valo Discussion with RD County and representatives

COMMUNICATION METHOD:

- Meant for Council updates on business and service provided in town
- Posted to the Website
- Excerpts taken for Council Corner and media release and utility billings

STAFF CAPACITY:

This report has taken 2+ hours to compile the data and prepare the report.

Presented at the February 22nd, 2021 Regular Council Meeting for the Town of Penhold

Respectfully submitted by: Rick Binnendyk, CAO



A handwritten signature in black ink, appearing to read 'R. Binnendyk', is positioned above a horizontal line.

CAO

Town of Penhold



REQUEST FOR DECISION

February 16th, 2021

TITLE: Community Services Report

RECOMMENDATIONS:

That Council accepts the Community Services Department report as information.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer’s Responsibilities. This report is an extension of the CAO’s update report.

BACKGROUND:

FCSS Coordinator & FCSS Community Worker

- In partnership with the Library we did a story walk and made activity kits available in a bin outside the Multiplex to celebrate Family Literacy Day. Unfortunately with the cold, snowy weather that day we did not have a lot of traffic to check out the walk and grab a kit. The library did put the walk and kits out again for World Read Aloud Day and will be getting the activities out to families throughout the year.
- For Family Play Day Virtual BINGO we had 10 families registered, including 41 people. The 9 families that showed up had a fun time and got to spend some quality time together.
- Running a series of Financial Wellness sessions the last two weeks of February with Kiessa Kranenborg and Daphne Sawka-McGinnis, representatives with Primerica.
- Our promoting kindness campaign was launched at the beginning of February and will be using social media to continue to promote it throughout the month.
- Snow Angels program: There are two individuals currently signed up for Snow Angels. The large posters can be seen in their windows.
- 20 individuals received take home Valentine’s card kits before the long weekend.
- Intergenerational PenPal project: We will be partnering seniors and school age children in the community for a pen pal project. This project is in the planning stages, but we look forward to the positive outcomes and connections that will be made.
- We participated in an intensive and interactive three day mental health facilitator training on Sciences of Hope: Brain Science and Resilience & Trauma Informed Care through the Imagine Institute for Learning. We will be planning to present the presentation on these topics to groups and individuals in the community this year that would benefit from it. Other stakeholders will receive a mental health resource package. Mental health supports and resources will continue to be pushed out in various ways to the public. We will be determining all details with this large project in the near future.

Penhold Youth Club:

- PYC attendance January:
 - Packages: 22
 - Grades 4-6: 12
 - Grades 7-9: 3
- PYC will be virtual for the month of February and March. Staff report an increase in participation in February for virtual PYC programming.
- Staff also completed the annual FCSS report for 2020. The PYC program served 180 youth and 145 families, 131 youth lived in Penhold, 47 youth lived in Red Deer County and two lived in Red Deer.
- There were nine participants that participated in the "Fuel 4 Fitness" workshop and 8 that participated in the Dragon Fly Workshop.
- Public Speaking workshop has been moved to March 4th.

Upcoming Events:

RBC Grant Workshops:

- Cooking with Meg Workshop #1- February 17th
- Budget Workshop - February 27th
- Public Speaking workshop - March 4th
- Cooking With Meg Workshop #2 - March 17th

Communication & Events:

- **Upcoming Events:** The Community Cookbook has been delayed slightly but will be available soon. Our first community event of 2021, the community wide Snowman Building Challenge over the Family Day long weekend was extended until February 21 due to the extreme cold. There were 17 snowman building kits distributed and we look forward to seeing the photo submissions as the weather improves.
- February has been focused on kindness within our community and we will be encouraging residents to practice kindness and wear pink to symbolize they do not tolerate bullying on February 24 for Pink Shirt Day.
- The best case scenario for starting Step 3 of the Provincial COVID-19 plan would be just before Easter. This means there will not be any gatherings allowed when we would typically host the Easter Eggstravaganza. Instead of an Easter event this year we will be promoting the Spring Fling-It Community Clean-Up and Beautification initiative in May.
- **Website:** Current website information is being reviewed by each department and updated on the website. The changes to COVID restrictions are also being posted to the COVID-19 section of website and relative pages so residents can stay informed of changes to access of facilities.

Work Plan & Upcoming Special Dates:

February 17th: Cooking with Meg workshop #1 – RBC Grant (Amanda)

February 24th: Pink Shirt Day – will raise awareness of the day

February 27th: Virtual Daddy & Me Play Day (Jamie)

February 27th: Budget workshop – RBC Grant (Amanda)

Honouring the Past ~ Challenging the Future

March 4th: Public Speaking workshop – RBC Grant (Amanda)
March 17th: Cooking with Meg workshop #2 – RBC Grant (Amanda)
March 20th: Virtual Family Play Day (Jamie)
April 18-24: Volunteer Week recognition (Jen)
May TBA: Spring Fling-It Community Clean-Up and Beautification
June 7-13: Senior’s Week recognition (Jen)

ALTERNATIVES:

Council defers back to administration for more information

Presented at the February 22nd, 2021 Regular Council Meeting for the Town of Penhold

Prepared By: Jennifer Blaylock, FCSS Coordinator



Rh

CAO

Town of Penhold

REQUEST FOR DECISION



February 17, 2021

TITLE: Community Peace Officer Report

RECOMMENDATION:

That Council accepts the Community Peace Officer's report as information.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 - Section 207 – Chief Administrative Officer's Responsibilities. This report is an extension of the CAO's update report.

BACKGROUND:

This report intends to keep Council up to date on the projects and services that are being done by the Peace Officers.

COMMUNITY INFORMATION:

Traffic Sign:

The speed sign was located on Highway 2A southbound from January 22nd to January 29th, 2021 where the speed limit is 50 km/hr. The graph below shows that when travelling towards the sign, 90.05% of traffic travelled at or below 50 km/hr. When travelling away from the sign, the number dropped to 85.40%.

Ingoing vehicles



≤ 30 Km/h	223	(1.97 %)
31 - 40 Km/h	2493	(21.12 %)
41 - 50 Km/h	7003	(88.06 %)
51 - 60 Km/h	1085	(9.19 %)
61 - 70 Km/h	73	(0.62 %)
71 - 80 Km/h (et +)	15	(0.13 %)

Outgoing vehicles



■	<= 30 Km/h : 468 - (3.88 %)
■	31 - 40 Km/h : 3051 - (25.32 %)
■	41 - 50 Km/h : 6773 - (56.20 %)
■	51 - 60 Km/h : 1644 - (13.64 %)
■	61 - 70 Km/h : 106 - (0.88 %)
■	71 - 80 Km/h (et +): 10 - (0.08 %)

ENFORCEMENT

Month	Infractions Issued			Provincial Fine Retention	Victim Assistance Fund	From Alberta Justice
	Municipal	Provincial	Combined			
January	575.00	3,775.00	4,350.00	1,169.00	614.00	2,567.00
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	575.00	3,775.00	4,350.00	1,169.00	614.00	2,567.00

The Peace Officers have been doing morning and afternoon patrols for school zones when school is in and helping Public Works clear cars from the roads for road cleaning.

COMMUNITY INVOLVEMENT:

There are no events to report.

TRAINING

No training was taken this month.

EQUIPMENT:

There are no updates on equipment at this time.

Honouring the Past ~ Challenging the Future

ANIMAL CONTROL

Klassic Kennels (Animal Control Services) routinely patrols the Town of Penhold on various days and times within any given month for roughly 12 to 14 hours a month.

Summary

Month	# of Hours	Complaint	Return to Owner	Adopt
January	12	1 dog		1 dog
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
TOTAL	12 hours			

COMMUNICATION METHOD:

Information item to Council, continuous regular meetings with Corporate Services Manager.

ALTERNATIVES:

Council defers back to Administration for more information.

Presented at the February 22nd Council Meeting for the Town of Penhold

Prepared By: Tricia Willis, Corporate Services Manager



CAO

Town of Penhold



REQUEST FOR DECISION

February 18th, 2021

TITLE: Council Correspondence

RECOMMENDATIONS:

That Council receives the correspondence for information as presented.

LEGISLATIVE AUTHORITY:

Municipal Government Act, Statutes of Alberta 2000, Chapter M-26 – Section 201 (a) states in part that Councillors have the role of “..... Developing and evaluating the policies and programs of the municipality”.

BACKGROUND:

The attached list is to keep Council informed and up-to-date on correspondence being received at the Town Office and to ensure that all email correspondence is being received by all Council members.

ATTACHED:

- Communities in Bloom Alberta

EMAIL:

- Feb. 9, 2021 Idling Train Response
- Feb. 9, 2021 FCM Communiqué re: FCM Voice: FCM’s Big City Mayors’ Caucus to meet ahead of Budget 2021 | Virtual workshop: Introduction to PCP Milestones 4 & 5 | more
- Feb. 10, 2021 Rick sent new (to us) fire truck images
- Feb. 10, 2021 FCM Communiqué re: New federal investments in rural transportation
- Feb. 12, 2021 email from Dan Rude re: Register Now for AUMA’s Budget Webinar on February 26th
- Feb. 16, 2021 FCM Communiqué re: FCM Voice: Federal transit commitments answer FCM’s call | FCM’s 2021 annual conference: Save the date | Make your sustainability study “shovel-ready” | more
- Feb. 16, 2021 email from Rick re: article in Advocate (Feb. 13) MP working for constituents behind the scenes

ALTERNATIVES:

That Council defers back to Administration and requests additional information.

Presented at the: February 22nd, 2021 Regular Council Meeting for the Town of Penhold

Prepared by: Bonnie Stearns, Legislative Assistant



CAO

February 12, 2021

Mayor Michael Yargeau & Council
Town of Penhold
PO Box 10
Penhold, AB T0M 1R0

Dear Mayor Michael Yargeau & Councillors,

RE: Communities in Bloom Alberta Program and COVID Recovery

The Communities in Bloom (CiB) program has been providing municipalities across Canada with community enhancement since 1975. Alberta Recreation and Parks Association (ARPA) has coordinated the provincial program in Alberta since 2006.

This past year has been especially hard for municipalities with communities across Alberta being impacted by not only the COVID pandemic but the downturn of the oil and gas economy. Your participation in the CiB Alberta program may be one of the highest impact and most economical investments that your municipality could make to sustain community engagement and lead your community through COVID recovery initiatives.

The Communities in Bloom Alberta program is a volunteer based program focused on providing expertise and support to communities of all sizes. The program is committed to enhancing and beautification of communities as well as mobilizing volunteers.

Please find attached a 2-pager outlining the many benefits that the Alberta Communities in Bloom program can provide to your community as we move into a recovery phase – from economic as well as social and mental health perspectives.

We will be hosting informational webinars over the coming weeks – [Feb 24 10-11 AM](#) and [March 10 10-11 AM](#). Click on the dates to register. These webinars will provide additional information on the CiB program and answer any questions you may have.

We know that the conflux of the COVID pandemic and the downturn in the economy has placed intense pressure on municipal budgets. We believe that the CIB Alberta program can offer your municipality a program that requires a small investment but can provide a high return on that investment from both economic, community enhancement and quality of life perspectives.

If you have any questions or are interested in learning more about this opportunity, please contact Karen Snethun, Communities in Bloom Alberta Coordinator at ksnethun@arpaonline.ca or (780) 909-7730.

Sincerely,



Steve Allan
Executive Director
Alberta Recreation and Parks Association
(780) 644-4798
sallan@arpaonline.ca
www.arpaonline.ca



ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.



Communities in Bloom Alberta

Presented by

COMMUNITIES IN BLOOM ALBERTA & FORTIS ALBERTA

People, Plants, Pride...Growing Together!

Your Partner in Municipal COVID Recovery

Communities in Bloom (CiB) has been serving municipalities across Canada with successful Community Enhancement since 1975. Communities are now facing one of the most challenging times in recent history with the onset of COVID 19.

Your participation in the CiB Alberta program may be one of the highest impact and most economical investments that your municipality could make to sustain community engagement and lead your community through your COVID recovery initiatives.

A small investment (as little as \$400 for an Evaluated registration) will obtain the following benefits:

- Access to professional municipal sector judges who will communicate with and advise your staff and volunteers including Council and community stakeholders through an evaluation and report process on best practices in 7 key areas of your service delivery.
- Consulting, facilitation, and networking services valued at \$5,000 for smaller municipalities to \$30,000 in larger municipalities.
- Guidance and successful volunteer recruitment and management strategies.
- Volunteer training and recognition opportunities. Related to the above point.
- Cross-departmental staff engagement and synergy development supporting a common community-focused service delivery model.
- A template on how to celebrate and acknowledge staff and volunteers for their leadership and commitment to their community.
- Assessment of current service delivery as a benchmark against other similar sized municipalities complete with recommendations for improvements and sharing of sector proven solutions.
- Virtual and in person training, (where appropriate due to COVID-19) to assist, encourage and make the participation an enjoyable, productive and educational celebration of community successes.
- A means to rebuild a challenged volunteer base and foster a new sense of excitement for staff and volunteers as their services and actions are noticed and celebrated.

COVID has placed intense pressure on Municipal budgets. That is why CiB Alberta is taking this proactive approach to offer your Municipality a program that may well be the smallest item in your budget yet bring the highest return on investment.

**FORTIS
ALBERTA**



At this crucial time in our Municipal history, please join us in providing your staff and volunteers this inexpensive and morale-boosting opportunity as part of your COVID Recovery plans.

CiB Alberta is planning a regular CiB program in 2021 (with slight adaptations where required in the event of COVID-19 restrictions). Since judging will be conducted in July and August 2021 and will take place outdoors, CiB Alberta will attempt to adjust aspects such as physically distancing, no indoor events, masks, etc. should these measures be required. We will also be hosting informational webinars over the coming weeks – [Feb 24 10-11 AM](#) and [March 10 10-11 AM](#). Click on the dates to register. These webinars will provide additional information on the CiB program and answer any questions you may have.

On behalf of our Alberta Recreation & Parks Association and Communities in Bloom Alberta, we hope you will include us in your plans to Celebrate, Educate and Support your valued staff and volunteers.

For more complete information please visit our website at <https://arpaonline.ca/program/cib>.

