

Town of Fort Macleod Council Meeting Agenda

Monday, October 23, 2023, 7:00 pm Council Chambers G.R. Davis Administration Building 410 20th Street Fort Macleod, AB T0L 0Z0

Mayor Brent Feyter, Deputy Mayor Marco Van Huigenbos

		Pages				
A.	CALL TO ORDER					
B.	MOMENT OF REFLECTION					
C.	C. APPROVAL OF AGENDAS C.1 CONSENT AGENDA					
	C.1.a COUNCIL MEETING MINUTES					
	C.1.a.a October 10, 2023	3				
	C.1.a.b October 17, 2023					
	C.1.b CORRESPONDENCE AND INFORMATION ITEMS					
	C.1.b.a AHS Emergency Department Closure October 18, 2023	9				
	C.1.c FINANCIALS					
	C.1.d COMMITTEE REPORTS (First meeting of the month)					
	C.2 REGULAR MEETING AGENDA					
D.	FOR THE GOOD OF COUNCIL					
E.	DELEGATIONS					
	E.1 Livingstone Range School Division Chad Jensen (Principal at FP Walshe), Chad Kuzyk (Associate Superintendent, Curriculum & Innovation) & Tara Tanner (Division Principal)	10				
F.	PUBLIC HEARINGS					
G.	CONSIDERATION OF DELEGATIONS and PUBLIC HEARINGS					
Н.	UNFINISHED BUSINESS					
	H.1 Hotel Feasibility Study - Phase 2 Anthony Burdett, CAO	24				
	H.2 Highway 3 Twinning Stage 1A Advocacy Anthony Burdett, CAO	27				
I.	NEW BUSINESS					
J.	ADMINISTRATIVE REPORTS (Quarterly - January, April, July, October)					

K. IN CAMERA

K.1 Land Sale FOIP Section 16

L. ADJOURNMENT



Town of Fort Macleod Council Meeting Minutes

Tuesday, October 10, 2023, 7:00 pm Council Chambers G.R. Davis Administration Building 410 20th Street Fort Macleod, AB T0L 0Z0

Council Present: Mayor Brent Feyter, Councillor Aaron Poytress, Councillor Christina

Fox, Councillor Mackenzie Hengerer, Councillor Jim Monteith, Councillor Marco Van Huigenbos, Councillor Gord Wolstenholme

Administration: Anthony Burdett, CAO, Adrian Pedro, Director of Operations, Liisa

Gillingham, Director of Community & Protective Services, Kris Holbeck,

Director of Finance, Meranda Day Chief, Executive Assistant

Others: Gavin Scott, ORRSC

A. CALL TO ORDER

Mayor Feyter called the meeting to order at 6:59 pm.

- B. MOMENT OF REFLECTION
- C. APPROVAL OF AGENDAS
 - C.1 CONSENT AGENDA

R.213.2023

Moved by: Councillor Fox

that Council approves the consent agenda as presented.

CARRIED

- C.1.a COUNCIL MEETING MINUTES
- C.1.a.aCouncil Meeting Minutes September 26, 2023
- C.1.a.bF&I Committee of the Whole Minutes October 4, 2023
- C.1.b CORRESPONDENCE AND INFORMATION ITEMS
- C.1.b.aRegional Housing Initiative Support
- C.1.c FINANCIALS
- C.1.c.a Cheque Listing October 4, 2023
- C.1.d COMMITTEE REPORTS
- C.1.d.aFCSS
- C.2 REGULAR MEETING AGENDA

R.214.2023

Moved by: Councillor Wolstenholme

That Council approves the meeting agenda with addition.

<u>Addition</u>

I. NEW BUSINESS 7. Empress Theatre Renovation Project

K. IN CAMERA 2. Land Sale K. IN CAMERA 3. Land Sale

CARRIED

- D. FOR THE GOOD OF COUNCIL
- E. DELEGATIONS
- F. PUBLIC HEARINGS
- G. CONSIDERATION OF DELEGATIONS and PUBLIC HEARINGS
- H. UNFINISHED BUSINESS
- I. NEW BUSINESS
 - I.1 Bylaw 1976: Environmental Reserve Boundary Adjustment

R.215.2023

Moved by: Councillor Poytress

That Bylaw 1976, to allow for the boundary adjustment of Environmental Reserve for Lot 1, ER Block 7, Plan 8410634, be given first reading; and advertise a public hearing to be held on November 14, 2023 at 7:00 pm.

CARRIED

I.2 Community Reserve Removal of Designation

R.216.2023

Moved by: Councillor Van Huigenbos

That Council removes the designation of Community Reserve from the portion of lands legally described as Block B, Plan 579 JK, and directs Administration to notify the Registrar that the provisions of the MGA Section 674 have been complied with and request the Registrar to remove the designation form the lands. (Form A Section 675), public hearing to be advertised and held on November 14, 2023, at 7:00 pm.

CARRIED

1.3 2024 Fortis Alberta Inc. Franchise Fee

R.217.2023

Moved by: Councillor Monteith

That Council approves the 2024 FortisAlberta franchise fee rate to be set at 15%.

CARRIED

I.4 Legacy Of Our Land Banquet

R.218.2023

Moved by: Councillor Hengerer

That Council approves two Council members to attend the Municipal District of Willow Creek No. 26 Agriculture Service Board's 30th Annual Legacy of our Land Banquet on November 3, 2023, at the Fort Macleod & District Community Hall.

CARRIED

I.5 Community Hall Rental Fee Waiver Request

R.219.2023

Moved by: Councillor Fox

That Council Approve the rental fee waiver for the Community Hall on October 27 & 28, 2023 for the Curling Clubs 125th anniversary event.

CARRIED

I.6 Southern Alberta Intercollegiate Rodeo Sponsorship Opportunity

R.220.2023

Moved by: Councillor Van Huigenbos

That Council approves a Gold Buckle sponsorship valued at \$1000.00 for the Southern Alberta Intercollegiate Rodeo 2023/2024 season.

CARRIED

I.7 Empress Theatre Renovation Project

R.221.2023

Moved by: Councillor Monteith

That Council endorses the Empress Theatre Society's Community Facility Enhancement Program grant application committing 50% of the project costs, estimated at \$236,531, should the grant be successful; and further directing Administration to send a letter of support to Alberta Culture and Status of Women Community Grants outlining their support as presented.

CARRIED

J. ADMINISTRATIVE REPORTS

R.222.2023

Moved by: Councillor Poytress

That Council accepts the quarterly Administrative reports as information.

CARRIED

J.1 CAO

J.2 DIRECTOR OF OPERATIONS

	J.3	DIRECTOR OF FINANCE				
	J.4	1.4 DIRECTOR OF COMMUNITY & PROTECTIVE SERVICES				
	J.5	J.5 MOTION LIST				
K.	IN CAMERA					
	R.223.2023					
	Move	ed by:	Councillor Wolstenholme			
	That Council moves in camera to discuss personnel, and land sale items at 7:55 pm.					
			CARRI	ED		
	14.4					
	K.1	Personnel				
	K.2	Land Sale				
	K.3	Land Sale				
		R.224.2023				
		Moved by:	Councillor Wolstenholme			
		That Council	moves out of in camera at 8:20 pm.			
			CARRI	ED		
L.	ADJOURNMENT					
	Mayo	r Feyter adjou	rned the meeting at 8:21 pm.			
	N	layor Brent Feyt	ter CAO Anthony Burdett			
		,	,			



Town of Fort Macleod Committee of the Whole Meeting Minutes

Tuesday, October 17, 2023, 7:00 pm Council Chambers G.R. Davis Administration Building 410 20th Street Fort Macleod, AB T0L 0Z0

Council Present: Councillor Aaron Poytress, Councillor Christina Fox, Councillor

Mackenzie Hengerer, Councillor Jim Monteith, Deputy Mayor Marco

Van Huigenbos, Councillor Gord Wolstenholme

Regrets: Mayor Brent Feyter

Administration: Anthony Burdett, CAO, Meranda Day Chief, Executive Assistant

Visitors: Lance Wehlage, Benchmark Assessment Consultants Inc. & Bob Gunn

A. CALL TO ORDER

Deputy Mayor Van Huigenbos called the meeting to order at 7:00 pm.

B. APPROVAL OF AGENDA

225.2023

Moved by: Councillor Fox

That Council approves the committee of the whole meeting agenda as presented.

CARRIED

C. NEW BUSINESS

C.1 Application to Reduce Taxes Levied

Bob Gunn spoke on behalf of the Application to Reduce Taxes Levied. Deputy Mayor Van Huigenbos thanked Lance Wehlage, Bob Gunn, and all applicants in attendance for presenting this matter to Council.

- C.2 Jumbo Solar Project
- C.3 Hotel Study Next Steps
- D. IN CAMERA

E. ADJOURNMENT

Deputy Mayor Van Huigenbos adjourned the meeting at 7:40 pm.

Deputy Mayor Marco Van Huigenbos	CAO Anthony Burdett



Public Service Announcement

October 18, 2023

Fort Macleod Emergency Department to temporarily close

FORT MACLEOD – Due to a lack of physician coverage, the Fort Macleod Health Centre Emergency Department (ED) will be temporarily closed from 8 a.m. until 5 p.m. on Thursday, October 19.

During the temporary closure, nursing staff will remain on-site to provide care for long-term care residents.

AHS is working hard to ensure local residents continue to have access to the care they need during this time.

Patients are asked to **call 911 if they have a medical emergency**. EMS calls will be re-routed to Chinook Regional Hospital in Lethbridge (49 km). Patients seeking care can access emergency services at the Pincher Creek Health Centre, Cardston Health Centre or Chinook Regional Hospital in Lethbridge.

Residents are reminded to **call Health Link at 811**, which is available 24/7 for non-emergency health-related questions. Individuals requiring non-emergency medical care are also encouraged to call their family physician.

We are thankful for the support of surrounding healthcare centres and medical staff and would like to thank the community for their patience and understanding during this time.

Alberta Health Services is the provincial health authority responsible for planning and delivering health supports and services for more than four million adults and children living in Alberta. Our mission is to provide a patient-focused, quality health system that is accessible and sustainable for all Albertans. Our current focus is on reducing emergency department wait-times, improving EMS response times, increasing access to surgeries, and improving patient flow.



Off Campus and Pre-Employment in LRSD

Town of Fort Macleod Presentation 2023



Alberta Education permits school authorities to develop off-campus education programs and courses in accordance with prescribed guidelines and procedures. Such programs allow junior and senior high school students to investigate a variety of career opportunities.

They also allow senior high school students to gain practical experience as they apply and expand their knowledge, skills and attitudes in contexts that will assist them in making wise decisions regarding their future education, training and employment upon leaving senior high school and allow for the smooth transition from school to work and/or post-secondary institutions.

Using the expertise, talent, and resources of community-based organizations and agencies, and local businesses, industry, citizen groups, and parents/guardians, schools can enrich the educational experiences of students



The following off-campus education programs and courses are available in Alberta:

- Career Internship
- Green Certificate Program
- Registered Apprenticeship Program
- Work Experience
- Workplace Readiness and Workplace Practicum

Work Study Programming Students wanting to enrol in off-campus education programming must be under the local supervision of an Alberta certificated teacher (often referred to as an off-campus teacher or off-campus coordinator) employed by a school authority.



Work Study Programming

Work Study programming provides the opportunity for students to apply the knowledge, skills, and attitudes from coursework to real-life situations through a school-community partnership arrangement. Work Study programming means off-campus experiential learning undertaken by a junior high school student or senior high school student that

- may include job shadowing, job investigation or research, workplace observation, work site investigation, a mentorship arrangement, or a project
- is an integral part of the curriculum of a provincially approved junior or senior high school program or course (e.g., Career and Technology Foundations (CTF), Science 9, Biology 30, Career and Technology Studies (CTS))
- is under the cooperative supervision of a certificated teacher and the employer's onsite representative (usually the onsite supervisor)
- is a short-term and/or part-time experience
- offers no additional marks and/or credits beyond those awarded for the course that the work study is an integral part of



Work Experience 15, 25, 35

Work Experience 15, 25, and 35 are three separate courses developed to provide opportunities for senior high school students to apply their knowledge, skills, and attitudes in the workplace.

These courses also provide opportunities for the school and community to combine resources to further students' career development and build their employability skills. Through work experience, students may discover their occupational interests and aptitudes in meaningful work-integrated learning activities. Work Experience 15, 25, 35 means off-campus experiential learning undertaken by a senior high school student 15 years of age or older

- that is an integral part of a planned school program
- that is under the cooperative supervision of a certificated teacher and the employer's onsite representative (usually the onsite supervisor)
- where the activity constitutes separate work experience courses based on 25 hours per credit
- that may involve volunteer activities, paid employment, or both



Registered Apprenticeship Program

The Registered Apprenticeship Program (RAP) provides senior high school students the opportunity to earn credits in high school and gain on-the-job training that can be applied toward an apprenticeship. Apprenticeship training in Alberta is a well-organized system and combines technical training (formal instruction in a designated post-secondary institution or high school) and on-the-job training at a place of employment. RAP students are both high school students and registered apprentices, taking courses to meet the requirements of graduation in Alberta.

- Registered Apprenticeship Program means experiential learning undertaken by a senior high school student 15 years of age or older as an integral part of a planned school program
- that is under the cooperative supervision of a certificated teacher and the employer's onsite representative (usually the onsite supervisor)
- where the student is registered with Alberta Apprenticeship and Industry Training (AIT) as an apprentice
- where the program meets the statutes and regulations relating to apprenticeship training
- where the activities constitute a series of separate courses based on 125 hours per 5-credit course



Off Campus Coordinators

- Documentation
- Safety Inspections
- Student Readiness
- Placement protocols
- Site Visits and ensure proper training
- Evaluations
- Ensure students are getting proper supervision and outcomes are being met

What's Involved

- OH&S compliant
- Hazard assessments and mitigation
- PPE available and in place
- Administrative controls
- Engineering controls
- Supervision and training are paramount to student safety
- Labour Standards



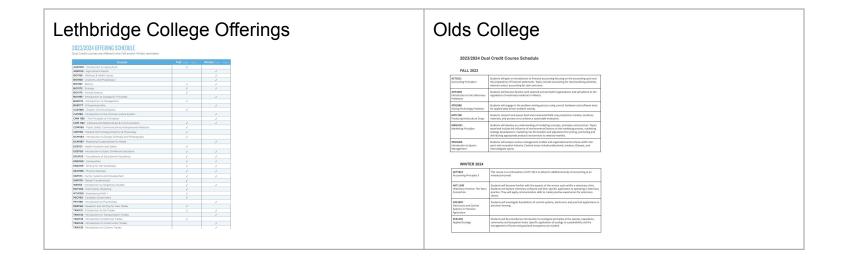
2021-2022 Enrollment

- WORK EXPERIENCE = 402
- GREEN CERTIFICATE = 45
- RAP = 18

Dual Credit



Dual credit is optional career-based high school programming. It can assist students in making meaningful transitions to post-secondary education or the workplace. School authorities have the flexibility to develop and implement dual credit programming that provides students with relevant learning experiences.



Dual Credit - Intro to Trades



As an introductory course, students will explore and experience 12 trades including plumber, welder, carpenter, electrician, power line technician, wind turbine technician, automotive technician, heavy equipment technician, agricultural heavy equipment technician, parts technician, cook, and baker.

Students will participate in both online knowledge-based work complemented with a hands-on component to developing key skills in each specific trade. This course will develop students' appreciation for trades and give them a better understanding of their own aptitude and interests.

Course Outcomes:

- 1. Recognize their own aptitude and interests within the trades.
- 2. Demonstrate an introductory understanding of each individual trade.
- 3. Apply basic safety practices within each trade.
- 4. Apply knowledge of each trade skill set to lab situations.
- 5. Apply knowledge of tools to a lab situation

Students then choose between, Intro to Transportation, Electrical. Construction and Culinary trades

Pursuits - Pre Employment



- Pursuits coordinates the offering of pre-employment certification to all LRSD students by using the scale of the division to increase possibilities.
- These courses help students prepare for job opportunities while in high school and beyond.
- Students sign up for courses based on interest and pay a fee on a cost recovery basis for the certification.
- Course options have included:
 - First Aid
 - WHMIS
 - Avalanche Safety Training 1
 - Construction Safety Systems
 - Safe Food Handling
 - High Five Training
 - Ski/Snowboard Instructor Training Level 1
 - Basketball Officiating

As we have began to offer courses, we have been fortunate enough to build great partnerships with various organizations that have offered to subsidize or sometimes outright paid for student courses. These partners include: Ever Active Schools, Pass Powderkeg ski hill, Avalanche Canada, the Alberta Alpine Ski association, Crow Snow Riders and the Canada West Ski Areas Association.

FP Walshe - CTS



Pictures of option classes and discuss (philosophy of new experiences, try new skills etc.)

FP Walshe - CTS



- Spring & Fall career fair opportunities
- Ongoing career practitioner support (1 v 1)
- 102 Work Experience students
- 10 Green Certificate students
- 3 RAP students
- Virtual (48 WE, 7GC, 3 RAP)



FP Walshe - CTS





Fort Macleod

COUNCIL SUBMISSION

UNFINISHED BUSINESS October 23, 2023

HOTEL FEASIBILITY STUDY - PHASE 2

RECOMMENDATION:

That Council currently allocates Lots 15 & 16, Block 31, Plan ____ within Macleod Landing subdivision for the purpose of marketing the hotel feasibility study.

PURPOSE & BACKGROUND:

This proposal aims to attract potential hotel investors to Fort Macleod, fostering economic growth and enhancing the local community. The following meetings have occurred regarding the hotel feasibility study. These meetings emphasized the need to pursue the Hotel Feasibility Study to attract investors actively. In collaboration with the Fort Macleod Chamber of Commerce, the town aims to utilize and market the study for this purpose.

Allocating these lots for the feasibility study will enable Fort Macleod to assess the viability of a hotel project. This study will provide valuable insights to potential investors, fostering interest in our town. The purpose is to boost local tourism, create job opportunities, and support the growth of local businesses.

- Oct 17, 2023, Committee of the Whole Meeting- Discussion on Phase 2 of the Hotel Feasibility Study.
- Oct 5, 2023, Administration & Chamber Meeting- Discussion on utilization and Marketing of the Hotel Feasibility Study to attract potential hotel investors to Fort Macleod.
- Sept 25, 2023, Council Meeting- R.207.2023 That Council accepts the Hotel Feasibility Phase 1
 Preliminary Projections report from Cushman & Wakefield as presented and further directs
 Administration to work with the Fort Macleod Chamber of Commerce to utilize and market the
 report to attract potential hotel investors to Fort Macleod.
- Sept 19, 2023, COTW Meeting— Council reviewed Phase 1 Preliminary Projections report from Cushman & Wakefield.
- June 26, 2023, Council Meeting- Council approved working with the Fort Macleod Chamber of Commerce for the consultation and appraisal proposal by Cushman & Wakefield for a hotel market study.

FINANCIAL IMPLICATIONS:

There are no current financial implications.

COUNCIL STRATEGIC PLAN:

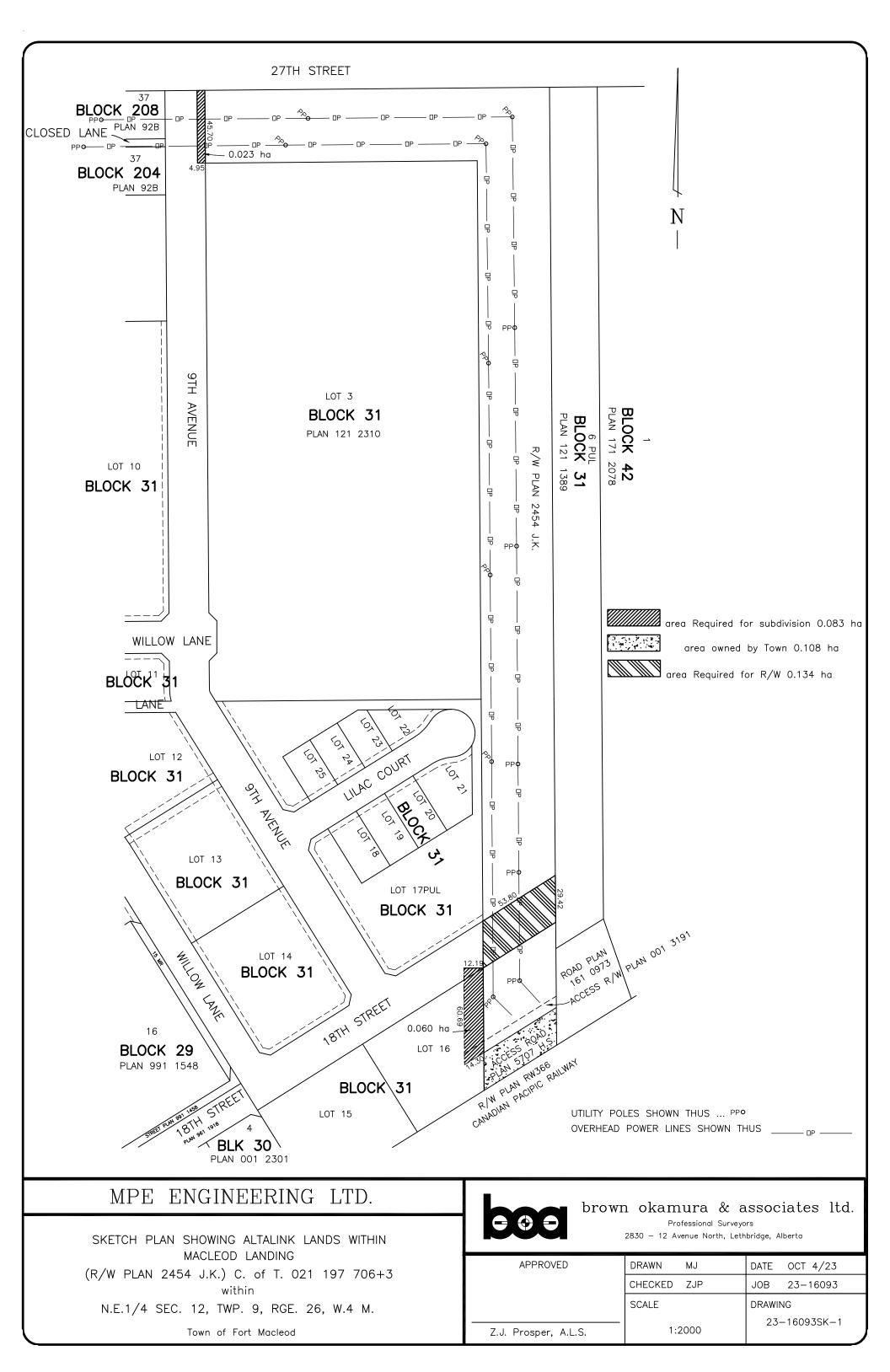
By allocating Lots 15 & 16, Block 31, Plan __ for the hotel feasibility study Phase 2, Fort Macleod can strategically position itself to attract investors, fostering economic growth and community development. This move aligns with the town's vision for a vibrant and growing community.

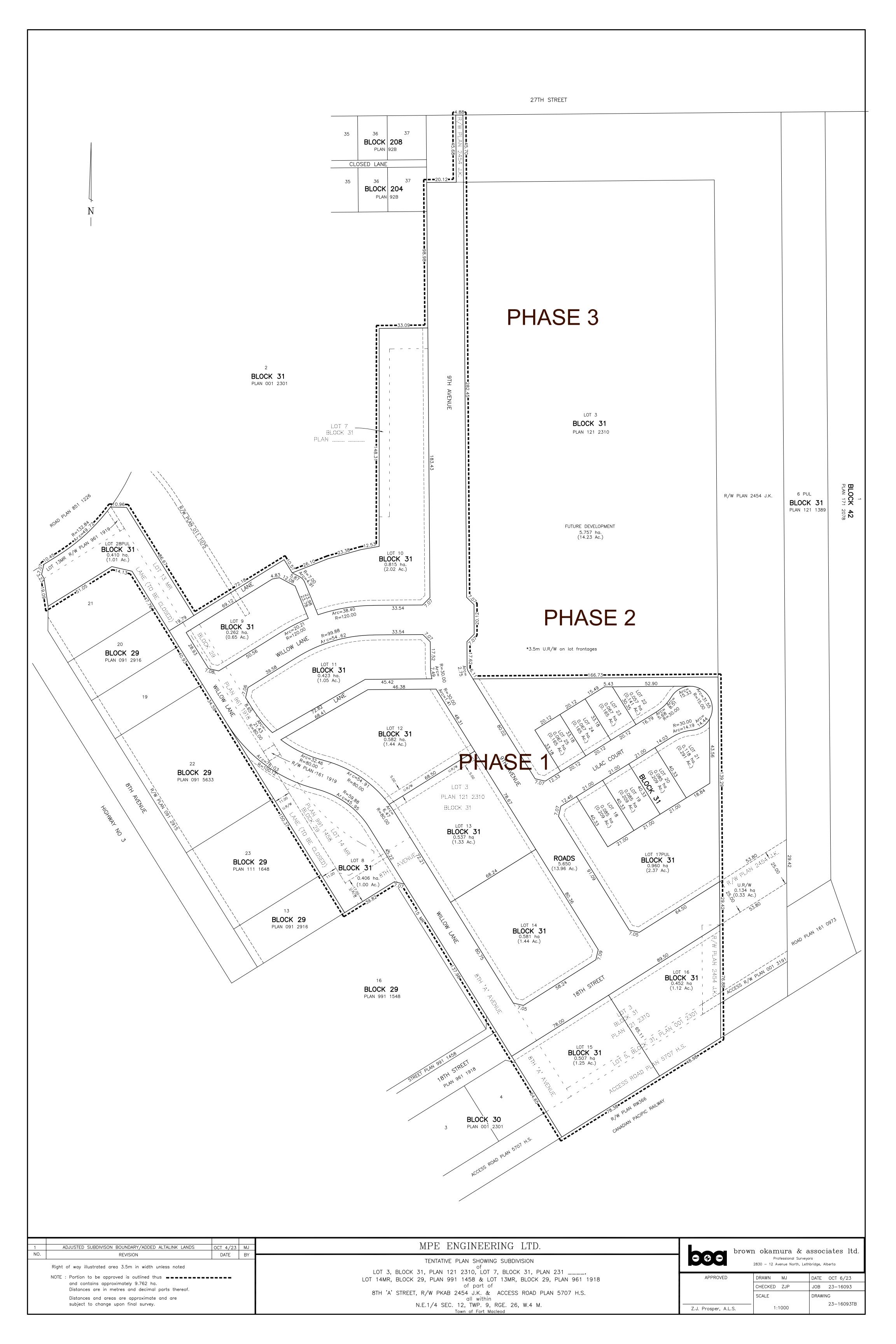
ATTACHMENTS:

Schedule A - MAP

PREPARED BY: Meranda Day Chief, Executive Assistant

APPROVED BY: Anthony Burdett, CAO







COUNCIL SUBMISSION

UNFINISHED BUSINESS October 23, 2023

RECOMMENDATION:

That Council accepts the letter titled "Highway 3 Twinning Stage 1A – Economic Benefits to Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors, as presented, directing Administration to send the letter urging the Provincial Government of Alberta to expedite the construction of Highway 3 Twinning Stage 1A in 2024.

Highway 3 Twinning Stage 1A Advocacy

PURPOSE & BACKGROUND:

A brief update on our advocacy efforts regarding the construction of Stage 1A of the Highway 3 Twinning Project, as per Council Motion R.014.2023 passed on January 9, 2023.

Following the motion, Administration engaged in proactive advocacy measures, including discussions with key stakeholders like Bev Thorton from the Highway 3 Twinning Association and MLA Chelsea Petrovic. We also created a compelling video presentation and met with Regional Director Darren Davidson at the Alberta Municipalities Conference in late September.

In pursuing this essential infrastructure, we have highlighted the significant economic advantages for Fort Macleod and Alberta. Completing Stage 1A would open up 130 acres of prime commercial land, estimated at a value exceeding \$40,000,000. This development potential includes businesses such as truck stops, hotels, retail outlets, and restaurants. Furthermore, the completion of this project aligns with our town's impressive 11.1% population growth and supports ongoing developments like Macleod Landing.

Aside from economic benefits, this shovel-ready project promises immediate relief from traffic congestion, improved safety, and enhanced local and regional mobility. It also stands as a source of job creation, bolstering Alberta's economic growth.

Attached is a copy of the draft letter prepared to be sent to Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors urging the Provincial Government of Alberta to expedite the construction of Highway 3 Twinning Stage 1A in 2024.

COUNCIL STRATEGIC PLAN:

This submission is GROWING Fort Macleod. (Supporting priorities such as Residential Housing, Infrastructure, or Business Growth)

ATTACHMENTS:

Draft Letter: Highway 3 Twinning Stage1A - Economic Benefits

PREPARED BY: Meranda Day Chief, Executive Assistant

APPROVED BY: Anthony Burdett, CAO



October 25, 2023

Honourable Devin Dreeshen
Minister of Transportation and Economic Corridors
Members of the Executive Council
Executive Branch
#127 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6
transportation.minister@gov.ab.ca

RE: HIGHWAY 3 TWINNING STAGE 1A — ECONOMIC BENEFITS

Dear Honourable Minister Dreeshen,

On behalf of the Town of Fort Macleod, Mayor & Council wish to express our support and urgent advocacy for the construction of Highway 3 Twinning Stage 1A. Our town is at a critical juncture of growth, and this vital infrastructure project is key to unlocking significant economic opportunities for both Fort Macleod and the province of Alberta.

At the heart of our appeal is the economic potential that completing Stage 1A of the Highway 3 Twinning project would unleash. Approximately 60 acres of town-owned land and over 70 acres of provincially-owned land would be available for a total of 130 acres of commercial development. With services (water, sanitary, & electricity) running directly through the two land parcels, they are prime for rapid development. Fully developed, the value of this land for the Town and the Province would exceed \$40,000,000. These lands hold the potential to be new businesses such as truck stops, gas stations, hotels, storage or transportation facilities, retail stores, and restaurants. This prospective land sale is a boon for local commerce and a cornerstone for our community's sustained growth and development.

Fort Macleod has experienced an impressive 11.1% population growth from 2016 to 2021, as reported by Statistics Canada, leading to a consistent rise in demand for residential, industrial, and commercial lands. Additionally, our town is currently developing Macleod Landing, a new subdivision on the east side, directly benefiting from the Stage 1A project. The completion of Stage 1A would support this development and encourage further investments, fostering a vibrant and thriving community in Fort Macleod.

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Aside from the economic benefits, it's essential to recognize that this project is shovel-ready and poised for immediate action. Completing Stage 1A will significantly reduce traffic congestion, enhance safety, and improve local and regional mobility. Additionally, this project will create job opportunities for Albertans, contributing to our province's economic growth and stability.

In light of these compelling reasons, we urge the Provincial Government of Alberta to prioritize and expedite the construction of Highway 3 Twinning Stage 1A in 2024. This timely action will not only fulfill the economic potential of Fort Macleod but also contribute substantially to the economic prosperity of Alberta as a whole.

We sincerely appreciate your attention to this matter and your commitment to the welfare of Alberta. Your support for this crucial project will undoubtedly pave the way for Fort Macleod and our great province's vibrant, prosperous, and economically stable future.

Sincerely,

Brent Feyter Mayor

cc: Honourable Matt Jones, Minister of Jobs, Economy, and Trade Chelsea Petrovic, MLA Livingstone -Macleod Darren Davidson, Regional Director, Alberta Transportation

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