

**SUMMER VILLAGE OF WHITE SANDS COUNCIL MEETING  
AGENDA  
October 16, 2015  
9:00 AM  
Town of Stettler Office**

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1. Call to Order
2. Additions to Agenda
3. Minutes
  - a. Adoption of the Minutes of the Regular Summer Village of White Sands Council Meeting held on September 18<sup>th</sup>, 2015 2-5
4. Financial
  - a. Bank Reconciliation as of September 30<sup>th</sup>, 2015 6
  - b. Statement of Revenue & Expenses as of September 30<sup>th</sup>, 2015 7
  - c. Accounts Payable as of September 28<sup>th</sup>, 2015 8-11
5. Bylaws
  - a. none
6. Administration/Current Concerns
  - a. Development Permit form 12-13
  - b. Council/Staff Reports verbal
7. Correspondence
  - a. MGA Review items 14-59
8. Additions
9. In-Camera Session
10. Next Meeting Date
11. Adjournment

**MINUTES OF THE REGULAR COUNCIL MEETING  
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL  
HELD ON SEPTEMBER 18, 2015  
TOWN OF STETTLER OFFICE**

**Present:** Mayor Lorne Thurston  
Councillor Barry Guenette (Teleconference)  
Councillor Colin Adair  
Chief Administrative Officer Graham Scott  
Office Administrator Laurie Tait

**Absent:** None

1. **Call to Order:** Mayor Thurston called the Council Meeting to order at 9:00 a.m.

2. **Agenda Additions/Approval**

**Motion 15:09:01** Moved by Councillor Guenette to approve the agenda with the following additions: 6.d. Fence

MOTION CARRIED  
Unanimous

3. **Adoption of Minutes**

(a) Minutes of the Regular Council Meeting held on August 29, 2015

**Motion 15:09:02** Moved by Councillor Adair that the Minutes of the Regular Council Meeting held on August 29, 2015 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Minutes of the Special Council Meeting held on August 29, 2015

**Motion 15:09:03** Moved by Councillor Guenette that the Minutes of the Special Council Meeting held on August 29, 2015 be approved as presented.

MOTION CARRIED  
Unanimous

(c) Minutes of the Organizational Council Meeting held on August 29, 2015

**Motion 15:09:04** Moved by Councillor Adair that the Minutes of the Organizational Council Meeting held on August 29, 2015 be approved as presented.

MOTION CARRIED  
Unanimous

4. **Financial** (a) Bank Reconciliation as of August 31, 2015

**Motion 15:09:05** Moved by Councillor Guenette that the Summer Village of White Sands Council approve that Financial Item 4(a) be accepted for information.

MOTION CARRIED  
Unanimous

(b) Statement of Revenue & Expenses as of August 31, 2015

**Motion 15:09:06** Moved by Councillor Adair that the Summer Village of White Sands Council approve that Financial Item 4(b) be accepted for information.

MOTION CARRIED  
Unanimous

(c) Accounts Payable as of September 11, 2015

**Motion 15:09:07** Moved by Councillor Guenette that the Accounts Payable for the periods: August 28, 2015 for \$1,698.95; and September 11, 2015 for \$15,764.39 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

5. Administration/Current Concerns

(a) Land Use Bylaw (153-15) - RV Permits

CAO Scott provided assessment information on vacant lots and lots with smaller cabins. Discussion ensued on the effect RV Permit rates have on the different properties.

**Motion 15:09:08** Moved by Councillor Adair that the Summer Village of White Sands Council amend Bylaw 153-15 Attachment 1 – Development Permit Application “(1) A non-returnable processing fee: \$100.00 excepting permits for Recreational Vehicle Parking on Parcels with No Approved Dwelling Units where the annual permit fee shall be \$300 for the first recreation vehicle and \$300 for the second recreational vehicle (there shall be no fees payable for winter parking between October 1 and April 30; fees may be pro-rated for new property owners and owners who acquire a recreation vehicle during the year.”

MOTION CARRIED  
Unanimous

**Motion 15:09:09** Moved by Councillor Adair that the Summer Village of White Sands refund any amount paid above \$300.00 for each 2015 Recreational Vehicle Permit fee.

MOTION CARRIED  
Unanimous

Land Use Bylaw (153-15) – Yard Setbacks

**Motion 15:09:10** Moved by Councillor Guenette that the Summer Village of White Sands Council amend Bylaw 153-15 Schedule B: Supplementary Regulations Article 2 (1)(c)(ii) and Article 18 (1) Front Yard to “9.0 m”; and Schedule C – Residential District (R-1) (6) Minimum Front Yard “(a) 9.0 m (29.5 ft) for all parcels.”

MOTION CARRIED  
Unanimous

**Motion 15:09:11** Moved by Councillor Guenette that the Summer Village of White Sands Council give second reading to Bylaw 153-15 as amended.

MOTION CARRIED  
Unanimous

**Motion 15:09:12** Moved by Councillor Adair that the Summer Village of White Sands Council give permission for third and final reading to Bylaw 153-15 as amended.

MOTION CARRIED  
Unanimous

**Motion 15:09:13** Moved by Councillor Guenette that the Summer Village of White Sands Council give third and final reading to Bylaw 153-15 as amended.

MOTION CARRIED  
Unanimous

6. **Administration/Current Concerns**

(a) Quote for Painting Hall

**Motion 15:09:14** Moved by Councillor Adair that the Summer Village of White Sands Council approve cost sharing 50% of the expense to paint the hall with the White Sands Community Hall Society to a total share of \$750.00.

MOTION CARRIED  
Unanimous

(b) Parkland Regional Library 2016 Budget

Accepted for information.

(c) Council/Staff Reports

Mayor Thurston advised of the following:

- Animal Bylaw issues will be investigated on a complaint basis.
- Graveling program – Northstar Trucking to delivery gravel.
- Earl's Way Turn Around – the road is only 16 m and a fire truck needs 24 m. Suggested construction will make it possible to complete a 3 point turn.
- Front Street beach access will be redone without the use of stairs by channeling the water alongside of trail.

(d) Fencing – Lakeside Court

CAO Scott will forward a letter advising that the encroaching fence needs to be removed and outlining Land Use Bylaw rules for fence heights.

7. **Correspondence** (a) none

8. **Additions** (a) None

9. **In-Camera Session**

**Motion 15:09:15** Moved by Councillor Guenette that the Summer Village of White Sands Council proceed into an In-Camera Session with the CAO and Office Administrator present to discuss the In-Camera item.

MOTION CARRIED  
Unanimous at 10:10 a.m.

**Motion 15:09:16**

Moved by Councillor Adair that the Summer Village of White Sands Council return to the regular meeting.

MOTION CARRIED  
Unanimous at 10:20 a.m.

10. **Next Meeting Date**      October 16, 2015, 9 a.m. Town of Stettler Board Room

11. **Adjournment**

**Motion 15:09:17**

Moved by Councillor Adair that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED  
Unanimous at 10:25 a.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS  
BANK RECONCILIATION  
As of September 30, 2015**

Net Balance at End of Previous Month	\$ 735,902.26
ADD: General Receipts	26,594.69
Interest Earned	620.41
Investments Matured	<u>0.00</u>
SUBTOTAL	763,117.36
LESS: General Disbursements	98,156.08
Investments	0.00
Returned Cheques	0.00
Bank Charges	<u>8.78</u>
SUBTOTAL	<u>98,164.86</u>
<b>NET BALANCE AT END OF CURRENT MONTH</b>	<b><u><u>\$ 664,952.50</u></u></b>
Balance at End of Month - Bank	673,961.45
ADD: Outstanding Deposits	0.00
LESS: Outstanding Cheques	<u>9,008.95</u>
<b>NET BALANCE AT END OF CURRENT MONTH</b>	<b><u><u>\$ 664,952.50</u></u></b>
INVESTMENTS:	
	<u>0.00</u>
SUBTOTAL	<u>0.00</u>
<b>TOTAL CASH ON HAND AND ON DEPOSIT</b>	<b>\$ 664,952.50</b>

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS  
1st DAY OF October 2015

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS  
STATEMENT OF REVENUE AND EXPENDITURES  
AS OF SEPTEMBER 30, 2015**

	YTD Actual	Variance	Annual Budget
<b>Revenue</b>			
General Administration	22,976.59	(12,057.59)	10,919.00
Protective Services	874.00	86.00	960.00
Roads, Streets, Transportation	1,035.00	10,748.00	11,783.00
Planning & Development	18,775.41	3,924.59	22,700.00
Recreation & Parks	-	-	-
Taxes/Penalties	548,985.14	(2,108.14)	546,877.00
Other Revenue	4,076.77	(76.77)	4,000.00
	<u>4,076.77</u>	<u>(76.77)</u>	<u>4,000.00</u>
<b>Total Revenue</b>	<b>\$ 596,722.91</b>	<b>\$ 516.09</b>	<b>\$ 597,239.00</b>
<b>Expenses</b>			
Council & Legislative	8,888.12	3,611.88	12,500.00
General Administration	65,843.76	(4,014.76)	61,829.00
Fire Fighting & Preventive	480.15	39,347.85	39,828.00
Ambulance	-	-	-
Bylaw Enforcement	2,206.08	2,793.92	5,000.00
Roads, Streets, Transportation	50,190.06	19,789.94	69,980.00
Water Department	6,200.89	4,129.11	10,330.00
Garbage Collection & Disposal	7,088.50	6,131.50	13,220.00
Planning & Development	12,793.64	17,706.36	30,500.00
Parks & Recreation	28,983.02	5,516.98	34,500.00
Requisitions	222,542.12	74,181.88	296,724.00
Contingency	-	21,828.00	21,828.00
	<u>-</u>	<u>21,828.00</u>	<u>21,828.00</u>
<b>Total Expenses</b>	<b>\$ 405,216.34</b>	<b>\$ 191,022.66</b>	<b>\$ 596,239.00</b>
<b>Surplus/Deficit</b>	<b>\$ 191,506.57</b>	<b>\$ (190,506.57)</b>	<b>\$ 1,000.00</b>

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	4872
Cheque Date	First	Last		4899

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1255903 Alberta Ltd.	4872	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-33	\$200.00
-----			
Bauman, Elizabeth	4873	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-17	\$200.00
-----			
Bergen, Russell	4874	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-20	\$200.00
-----			
Bunting, Ronald & Maureen	4875	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-32	\$200.00
-----			
Douglas, Mark & Shirley	4876	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015--06	\$200.00
-----			
Eagle, Trevor	4877	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-13	\$200.00
-----			
Ford, Wade & Heather	4878	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-22	\$200.00
-----			
Hebert, Ainsley	4879	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-02	\$200.00
-----			
Hoffman, David	4880	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund part of 2015 RV Permit		2015-16	\$200.00
-----			
Istace, Brain & Tina	4881	2015-09-28	\$200.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Refund part of 2015 RV Permit		2015-05	\$200.00
Kabanuk, Misty	4882	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-08	\$200.00
Kezama, E. Jeannie	4883	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-26	\$200.00
Lepka, Todd & Bev	4884	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-04	\$200.00
Liquid Fusion Welding Ltd	4885	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-23	\$200.00
MacKay, Amanda & Scott	4886	2015-09-28	\$400.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-10	\$400.00
Mackell, Susan	4887	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-14	\$200.00
Madsen, Adam	4888	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-18	\$200.00
Mailer, Ryan	4889	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-30	\$200.00
Marke, Wanda	4890	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-31	\$200.00
Mathew, Juanita	4891	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-12	\$200.00
Morgan, Darell	4892	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-34	\$200.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Price, Barrie & Susan	4893	2015-09-28	\$400.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-03	\$400.00
Riggins, Sandra	4894	2015-09-28	\$400.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-09	\$400.00
Scherger, Devin	4895	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-21	\$200.00
Walker, Tyna	4896	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-28	\$200.00
Wallace, Grace & Patty	4897	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-27	\$200.00
Wearden, Victor	4898	2015-09-28	\$120.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-24	\$120.00
Wright, Trevor & Nicole	4899	2015-09-28	\$200.00
Invoice Description		Invoice Number	Invoice Amount
Refund part of 2015 RV Permit		2015-29	\$200.00
			-----
	Total Cheques		\$6,120.00
			=====

Ranges: From:	To:	From:	To:
Vendor ID First	Last	Chequebook ID First	Last
Vendor Name First	Last	Cheque Number 4900	4905
Cheque Date First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
===== 1690446 Alberta Ltd.	4900	2015-09-28	\$200.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Refund part of 2015 RV Permit	2015-25	\$200.00
===== Couturier, Terry	4901	2015-09-28	\$400.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Refund part of 2015 RV Permit	2015-19	\$400.00
===== Furture Essentials	4902	2015-09-28	\$200.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Refund part of 2015 RV permit	2015-15	\$200.00
===== Hayes, Daniel Roy	4903	2015-09-28	\$400.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Refund part of 2015 RV Permit	2015-11	\$400.00
===== Lord, Gerald & Mary	4904	2015-09-28	\$200.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Refund part of 2015 RV Permit	2015-01	\$200.00
===== Zerbin, Todd	4905	2015-09-28	\$200.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Refund part of 2015 RV Permit	2015-07	\$200.00
			-----
	Total Cheques		\$1,600.00
			=====

**ATTACHMENT 1 – DEVELOPMENT PERMIT APPLICATION**

Application Number (for internal use only) \_\_\_\_\_

I hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

Applicant \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Legal Description of Property to be developed

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Registered Plan: \_\_\_\_\_

Register Owner \_\_\_\_\_

Address \_\_\_\_\_

Existing Use \_\_\_\_\_ Land Use District \_\_\_\_\_

Is this an Application for Recreation Vehicle Parking for a period of greater than 21 consecutive days on a Parcel with No Approved Dwelling Unit?

(Check One) Yes \_\_\_\_\_ No \_\_\_\_\_ (If you checked yes, skip to Page 2)

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MAIN BUILDING (If the application is for a main building, complete this section)

Proposed Use \_\_\_\_\_

Is this Parcel Type: Interior \_\_\_\_\_ Corner \_\_\_\_\_ Area of Parcel \_\_\_\_\_ ft<sup>2</sup>

The proposed set backs of the development are:

Front Yard \_\_\_\_\_ Side Yards \_\_\_\_\_ & \_\_\_\_\_ Rear Yard \_\_\_\_\_

Area of Floor \_\_\_\_\_ ft<sup>2</sup> Portion of land covered by development \_\_\_\_\_ %

Height of Building \_\_\_\_\_ Number of Off-Street Parking Stalls \_\_\_\_\_

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ACCESSORY BUILDING (If the application is for an accessory building, complete this section)

Proposed Use \_\_\_\_\_

Portion of parcel covered by development \_\_\_\_\_%

Height of Building \_\_\_\_\_

Front Yard \_\_\_\_\_ Side Yards \_\_\_\_\_ & \_\_\_\_\_ Rear Yard \_\_\_\_\_

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Date of Application \_\_\_\_\_

Estimated Date of Commencement \_\_\_\_\_

Estimated Date of Completion \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Application shall be accompanied by the following:

- (1) A non-returnable processing fee: \$100.00 excepting permits for Recreational Vehicle Parking on Parcels with No Approved Dwelling Units where the annual permit fee shall be \$300 for the first recreation vehicle and \$300 for the second recreational vehicle (there shall be no fees payable for winter parking between October 1 and April 30; fees may be pro-rated for new property owners and owners who acquire a recreation vehicle during the year).
- (2) A scaled site plan showing the treatment of landscaped areas, if required, the legal description, the front, rear, and side yards, if any; any provision of off-street parking and access and egress points to the parcel.
- (3) Scaled floor plans, evaluations and buildings sections in duplicate, and sewage disposal plans.
- (4) A copy of the Certificate of Title indicating ownership and encumbrances.

FURTHER INFORMATION MAY ALSO BE REQUIRED

- (1) The Development Officer may refuse to accept an application for a development permit where the required information is not supplied or where, in his/her opinion, the quality of the material supplied is inadequate to properly evaluate the application.
- (2) The Development Officer may deal with an application without all the information required, if he/she is of the opinion that a decision on the application can be properly made without such information.
- (3) You may require a building permit from Alberta Labour, Building Standards Branch.
- (4) As a condition of development approval involving the construction of a dwelling unit, the Development Officer will require that the applicant provide a refundable security deposit in the amount of 5% of the project value to ensure project completion in accordance with the conditions of development approval.

**From:** [Alberta Municipal Affairs - MGA Review](#)  
**To:** [Graham Scott](#)  
**Subject:** MGA Review: moving forward to make changes  
**Date:** September-28-15 12:30:43 PM

A message from Hon. Deron Bilous, Minister of Municipal Affairs, on the plan to complete the MGA Review.

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## Amendments to the Municipal Government Act, based on your input, will be introduced this spring



BUILDING BETTER COMMUNITIES

Proposed changes  
will be discussed with  
you during spring-fall  
2016

[\*View next  
steps\*](#)

This May, I was honoured to become the Minister of Municipal Affairs. After serving as the opposition critic for Municipal Affairs for the last three years, I know that one of my top priorities as Minister is to update the Municipal Government Act (MGA) so it can serve as a strong foundation for municipalities in Alberta for years to come.

There has been comprehensive consultation on the MGA over the last two years, including more than 1200 written submissions, 77 in-person sessions in 11 communities, and 15 months of intensive policy discussions with municipal and industry associations. I was happy to see that thousands of Albertans were involved in this important conversation, and I have spent considerable time reviewing the [What We Heard summaries](#) that reflect your input.

It is now time to move forward on updating the MGA. We are going to take action on the many ideas you shared with government for how the MGA can be strengthened. This spring we will introduce a bill to the Legislature containing the remaining policy changes for the MGA. I will then spend several months travelling the province to discuss these proposed amendments with you before returning to the Legislature in the fall to make final adjustments based on your feedback and to pass the bill. After a review of more than 60 regulations that come under the Act, the updated MGA will come into force by fall 2017—in time for the next municipal election. For more information, I encourage you to check out the [MGA Review website](#).

Thank you for being partners on this journey to review the second largest act in Alberta. Your feedback is guiding important decisions that will benefit all Albertans in how our municipalities are governed, funded, and developed. The updated MGA will focus on working together, growing together, and making our province better together. Over the coming months, I will share more information about specific policy changes that will affect your communities, and I look forward to hearing from you as we move forward.

**Hon. Deron Bilous**  
Minister of Municipal Affairs  
Minister of Service Alberta



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You are receiving this email because we wish to consult with you on the Municipal Government Act. There are several ways that you could have been added to this list, including attending a

consultation, being involved with a municipality or stakeholder organization, sending input submissions, subscribing for updates, or contacting us about the MGA Review.

**Our mailing address is:**

Government of Alberta Municipal Affairs  
10155 102 St NW  
Edmonton, AB T5J 0A5  
Canada

[Add us to your address book](#)

[unsubscribe from this list](#) | [update subscription preferences](#)

**From:** John McGowan [<mailto:jmcgowan@auma.ca>]  
**Sent:** Friday, September 18, 2015 10:23 AM  
**Subject:** Communication on MGA

I am pleased to provide you with an update on our work on the MGA review which has been AUMA's number one priority over the past few years as we identified, advocated and negotiated for required changes.

Building on comprehensive research over the previous seven years, our journey to identify changes with our members included education sessions across the province in early 2014, the creation of an AUMA member taskforce, a 2014 President's Summit later that year and extensive dialogue at our two Mayors Caucuses in 2015.

During this period, AUMA was also an active advocate on the MGA working group struck by Municipal Affairs that included AAMDC, Edmonton, Calgary and a range of business organizations. I can assure you that AUMA worked relentlessly on your behalf to profile municipal challenges and opportunities and the imperative for associated changes to the MGA. Through these processes, we built awareness and understanding of our issues with the provincial government and business representatives. Given the province's desire for consensus solutions, we worked closely with all parties, including AAMDC and the cities of Edmonton and Calgary, to negotiate and agree on MGA changes. While the needs of municipalities are certainly diverse and full consensus is not always possible, I am very proud that our relationship with AAMDC in particular has enabled us to reach agreement on 30 key policy positions. AUMA and AAMDC can together be a formidable force of change for our respective members.

The results of our work are reflected in the enclosed submissions to the Minister of Municipal Affairs.

- **Key Outcomes** that need to be achieved through the remaining MGA amendments and associated regulations. They include:
  - A collaborative government to government partnership that increases the ability of municipalities to make local decisions without provincial oversight, while requiring the province to engage municipalities on provincial legislation, policy changes and any downloading of services.
  - Comprehensive changes to the municipal funding model through five key actions:
    - A shift away from conditional grants to statutory and indexed grants for core services;
    - A sharing of provincial revenue;
    - Reforms to property tax revenue so funding is more aligned with property service responsibility;
    - A greater ability for municipalities to levy fees and charges; and
    - The requirement for municipal agreement and appropriate funding for any downloading of provincial responsibilities.
  - Reflection of the growing importance of regionalization including governance and financial models.
- **Key Policy Changes Requested by AUMA and AAMDC** spanning a range of matters relating to the provincial-municipal relationship, funding, planning, and property assessment and taxation.

- [Additional Policy Changes Requested by AUMA](#) encompassing annexation, amalgamation, code of conduct, and revenue. Many of these relate directly to the work that we accomplished at our Mayors Caucuses on regulatory requirements.
- [Inventory of Required Changes](#) refreshes our original 2014 submission on the MGA review, reflecting some policy shifts and new issues through resolutions and other dialogue with members.

We look forward to the Minister of Municipal Affairs' presentation at next week's Convention where he will outline the process and timing for the next stages of the MGA review.

Convention includes an education session on the impacts of changes made to date to the MGA through Bill 20. For further details on this session, [click here](#).

**John McGowan, CMA, ICD.D**  
**Chief Executive Officer**

D: 780.433.4431

C: 780.499.0675

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September 17, 2015

Honourable Deron Bilous  
Minister of Municipal Affairs  
404 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Bilous:

Thank you for the opportunity during the final working group meeting to discuss key outcomes for the MGA review.

AUMA is asking for your support in ensuring that three key outcomes are achieved:

1. Reframe the provincial-municipal relationship as a collaborative, government to government partnership.
2. Address concerns with municipal finances to ensure that municipalities have the necessary revenue to provide essential services to Albertans.
3. Modernize legislation to reflect the growing importance of regionalization.

I have attached a description of these outcomes and a supporting rationale. We believe these outcomes should be used to guide the remaining legislative amendments and regulatory changes.

Sincerely,

A handwritten signature in black ink, appearing to read "Helen Rice".

Helen Rice  
AUMA President

Enclosure

# Outcomes for MGA Review

## Partnership

Outcome	Rationale
<p><b>Reframe the partnership between the province and municipalities as a collaborative, government to government relationship.</b></p>	<ul style="list-style-type: none"> <li>• Municipalities are more than just another stakeholder: they are democratically elected orders of government accountable to their citizens and communities.</li> <li>• Municipalities and the province should act collaboratively in a partnership to ensure good governance for all Albertans.</li> </ul>
<p>Key Changes</p>	
<p>Require mandatory municipal consultation and engagement when municipal interests are impacted by the decisions of any provincial ministry.</p>	<ul style="list-style-type: none"> <li>• Municipalities are the most informed level of government on local issues and details.</li> </ul>
<p>Empower municipalities with the autonomy to make local decisions without provincial oversight.</p>	<ul style="list-style-type: none"> <li>• Municipalities are currently required to receive provincial approval on numerous decisions of local interest               <ul style="list-style-type: none"> <li>○ (e.g. establishing community revitalization levies, creating municipally controlled corporations, and spreading revenue deficiencies across multiple fiscal years.)</li> </ul> </li> <li>• The current system creates needless red tape that impedes good governance for both municipalities and the province.</li> <li>• Municipalities are best suited to understand local issues, and should be empowered to make local decisions without undue provincial oversight.</li> </ul>

## Municipal Funding

Outcome	Rationale
<p><b>Address concerns with municipal finances to ensure that municipalities have the necessary revenue to provide essential services to Albertans</b></p>	<ul style="list-style-type: none"> <li>• Many core public infrastructure and services are at risk as there are insufficient resources for municipalities.</li> <li>• Without change, Alberta’s economic development, competitiveness and productivity will be significantly impaired as local infrastructure and services will not be adequate.</li> <li>• As well, public health, safety, and wellbeing will be jeopardized and environmental stewardship could be insufficient.</li> </ul>
<p>Key Changes</p>	
<p>Shift away from the current system of insufficient, unpredictable, inflexible conditional grants to a system of statutory and indexed grants for core services.</p>	<ul style="list-style-type: none"> <li>• Historically, provincial transfers to Alberta municipalities have been in the form of unpredictable and insufficient conditional grants.</li> <li>• Provincial transfers to municipalities should be shifted to statutory, unconditional grants for core municipal services.</li> <li>• This system would increase efficiency, transparency, and predictability for both municipal and provincial decision makers, making fiscal planning more effective.</li> <li>• As well, it ensures that services are not downloaded on municipalities without sufficient resources.</li> </ul>
<p>Provide municipalities with a set share of provincial revenue.</p>	<ul style="list-style-type: none"> <li>• Statutory grants can be effectively designed based on a set percentage of provincial revenue being transferred to municipalities.</li> <li>• This system is highly predictable, transparent, and simple.</li> <li>• Existing models of this type of system have been effectively introduced in Saskatchewan and Manitoba.</li> </ul>
<p>Reform property assessment and taxation to better align the cost of services provided with revenues available.</p>	<ul style="list-style-type: none"> <li>• The current property assessment and taxation system has numerous gaps that detach property taxation from the services that properties consume.</li> <li>• One example includes linear property taxation. As linear property is predominantly located outside urban municipalities, they do not receive the taxes from it. However, the companies and employees who utilize this property are often located in urban municipalities, and consume their services. Linear taxation should be reformed to ensure that the</li> </ul>

	municipality providing services is the one receiving taxation income.
Provide municipalities with broader revenue authorities to fund the essential infrastructure and services they provide.	<ul style="list-style-type: none"> <li>• Municipalities are currently highly restricted in their revenue generating authority, with the vast majority of local revenue coming from property taxes.</li> <li>• Providing municipalities with the authority to utilize additional fees, levies, and tolls would allow them to recoup costs from the consumers of their services and infrastructure.</li> <li>• This would increase municipal capacity to fund services and infrastructure, reducing dependence on provincial transfers.</li> </ul>

*Regionalization*

<b>Outcome</b>	<b>Rationale</b>
<b>Modernize regional governance tools and authorities to reflect the ongoing trend towards regionalization in Alberta.</b>	<ul style="list-style-type: none"> <li>• The rapid growth of Alberta municipalities has led to unprecedented changes in our communities that are rendering old legislation regarding regionalization obsolete.</li> <li>• Regionalization is already occurring through models such as regional governance boards and regional services commissions; however these existing tools do not address all of our needs.</li> <li>• Examples of necessary changes include: <ul style="list-style-type: none"> <li>○ Ensuring that municipal regions are prepared for future growth through the mandatory creation of intermunicipal development plans.</li> <li>○ Clarifying and streamlining the process of amalgamation.</li> <li>○ Clarifying and streamlining the process of annexation.</li> </ul> </li> </ul>
<b>Key Changes</b>	
Ensure that municipalities have the authority to utilize effective regional financial models.	<ul style="list-style-type: none"> <li>• The current trend towards regionalization comes with new costs that municipalities currently do not have the capacity to fund.</li> <li>• New services including regional transit and infrastructure require new funding models, such as regional gas taxes or tolls.</li> <li>• Existing taxation systems such as linear property taxation need to be reformed to match the cost of services provided to those who use and own property.</li> </ul>



September 17, 2015

Honourable Deron Bilous  
Minister of Municipal Affairs  
404 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Bilous:

The Alberta Urban Municipalities Association and Alberta Association of Municipal Districts and Counties believe that it is important to jointly focus our efforts on key issues affecting governance and sustainability as the Municipal Government Act review moves forward. Accordingly, we have reached agreement on the enclosed key foundational policy changes.

Thank you for the opportunity to collaborate with the province in this important process. We look forward to continuing our partnership in governance into the future.

Sincerely,

Helen Rice  
AUMA President

Al Kemmere  
AAMDC President

Enclosure

## AUMA and AAMDC Key Policy Changes

### *Provincial – Municipal Relationship:*

<b>Joint Policy Position</b>	<b>Description</b>
<p>Require the province to undertake mandatory municipal consultation and engagement when municipal interests are impacted by the decisions of any provincial ministry.</p>	<p>The provincial government needs to seek municipal input on changes to legislation, policies and programs that affect municipalities. Without this input, provincial decisions could have unintended consequences and may jeopardize the sustainability of municipalities, create fiscal or governance challenges, and/or result in inconsistencies between provincial and municipal policy directions. Requiring municipal consultation decreases the risk of problematic changes and allows for integrated provincial and municipal actions that better serve the public interest and can be implemented in a more efficient and effective manner.</p> <p>The requirement to consult and engage with municipalities must be explicitly written in the Act, and should include decisions made by all government ministries.</p>
<p>Use the <i>Municipal Government Act</i> to establish a formalized government to government partnership between democratically elected provincial and municipal governments.</p>	<p>The AUMA, AAMDC, and their member municipalities believe that it is fundamentally important to establish a new partnership between provincial and municipal governments. Albertans expect them to work in a close and collaborative partnership and there needs to be a process to ensure that any downloading of provincial responsibilities and services to municipalities is undertaken consultatively and matched with compensating financial supports.</p> <p>The MGA review process is an ideal opportunity to modernize the relationship between the province and municipalities as a true formalized partnership that enables both parties to act more effectively as orders of government.</p>
<p>Municipalities should be primarily accountable to their citizens rather than the province.</p>	<p>This change reflects the current undue level of provincial control over municipal actions. The existing MGA requires ministerial approval for a number of municipal actions, which erodes the democratic principle that municipalities should principally be accountable to the individuals that elect them. The ability of municipalities to make local decisions without ministerial/provincial oversight could be implemented through a preamble outlining the relationship between the province and municipalities. This change would have broad implications in all municipal powers, restructuring what municipalities can do based on democratic values.</p>

<p>Municipalities should be obligated to engage with impacted sectors of the citizenry and community on municipal decisions.</p>	<p>AUMA and AAMDC agree that with greater authority and autonomy comes a greater responsibility to work with residents and the non-resident tax base. To reflect the municipal commitment to accountability, the MGA should explicitly state the requirement for municipalities to engage with impacted sectors of the citizenry and community on municipal decisions that impact them. The foundation for this requirement has already been set through Bill 20 which requires municipalities to create a bylaw outlining their public participation policy.</p>
<p>Require meaningful municipal engagement in the planning and operation of provincial infrastructure.</p>	<p>Provincially owned and developed community infrastructure such as schools, hospitals or roads is extremely important to municipalities and their residents. Historically, this infrastructure has been developed without meaningful input from municipalities. This has led to concerns regarding placement, timeframe for developments, permitting processes, servicing and unforeseen costs to municipalities.</p> <p>Giving municipalities input into the development and operation of community infrastructure would grant provincial decision makers valuable insight while ensuring that difficulties such as permitting delays or unforeseen costs are avoided. Input should begin in the planning process and continue through until the decommissioning of the assets.</p>
<p>Empower municipalities with the autonomy to make local decisions without provincial oversight.</p>	<p>The current Municipal Government Act tends to provide in detail limitations on municipalities, either in the Act or in regulation. Examples of municipal actions with undue provincial oversight include establishing a community revitalization levy, establishing a municipal corporation, and spreading revenue deficiencies across multiple fiscal years.</p> <p>Instead of these tight restrictions, the Act should broadly empower municipalities to act according to their discretion without provincial oversight. This change would limit instances that require ministerial approval to situations that have impacts outside municipal boundaries, or involve disputes or legal changes (such as fee disputes or status changes).</p>

## Environmental

<p>Expand the current definition of environmental reserves to allow for municipalities to be responsible environmental stewards and effectively protect other sensitive or high-value ecological areas from development (e.g. tree stands, wildlife habitat, and wetlands).</p>	<p>Environmental reserves are currently restricted to specific scenarios that are limited largely to bodies of water or areas likely to flood. The current legislation does not allow municipalities to effectively protect other sensitive or high-value ecological areas from development (e.g. tree stands, wildlife habitat). Additionally, the legislation does not appropriately define bodies of water, or address the need for wetlands to be included for environmental reserves.</p> <p>The AUMA and AAMDC support empowering provisions in the Municipal Government Act that allow municipalities to act as responsible environmental stewards through site specific assessments.</p>
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## Finances

<p>Provide for regular and public reviews of property assessment and/or taxation exemptions to ensure that they continue to meet the policy objectives they are intended to fulfill.</p>	<p>Regular reviews of exemptions at least every five years should be undertaken to ensure that these exemptions meet their intended objectives.</p>
<p>Broaden the scope of offsite levies to better enable municipalities to cover the capital costs of new infrastructure for essential and soft services.</p>	<p>The scope of how municipalities can utilize offsite levies is currently very narrow. The MGA restricts offsite levies to capital costs related to specific projects such as roads and water facilities. However, new developments also need many other municipal services such as new or expanded facilities for fire rescue services, police service, transit service, and recreation facilities.</p> <p>The AUMA and AAMDC recommend that offsite legislation should be modernized to enable municipalities to recover the true costs of new developments.</p>
<p>Broaden revenue generating authority.</p>	<p>Municipalities currently lack the revenue generating capability to effectively manage the service and infrastructure needs of their communities, particularly in light of large infrastructure deficits. Additional revenue sources are needed to address funding shortfalls and alleviate the dependence on the property tax. Potential revenue sources include fees, tolls, and levies for the use of services and infrastructure.</p>

<p>Provide for voluntary use of regional revenue tools as agreed to by municipal partners.</p>	<p>The AUMA and AAMDC support empowering provisions in the Municipal Government Act that would allow for the collection of revenue through regional revenue tools at the discretion of municipalities involved. These voluntary tools can come in the form of regional gas taxes, value added taxes, service fees, or even mutually agreed upon property taxation rates, and be used to fund vital regional projects such as transit or road construction.</p>
<p>Reform the provincial transfer system to provide municipalities with stable and predictable funding through ensuring that grants for core municipal services:</p> <ul style="list-style-type: none"> <li>• are statutory and indexed;</li> <li>• determined according to a funding formula developed in consultation with municipal associations;</li> <li>• are unconditional (not application based); and</li> <li>• are used for purposes in alignment with provincial-municipal priorities.</li> </ul>	<p>Currently, the system of transfers from the province to municipalities disproportionately utilizes conditional grants for roughly 97 per cent of total transfers. This is far greater than the proportion of conditional grants in other provinces. As this funding is subject to annual appropriation, it can change significantly from year to year, as evident by the MSI experience where funding falls far short of the originally committed levels. This unpredictability makes it very challenging for municipalities to comply with the new requirement for three year operating and five year capital plans since a significant portion of their revenue base is not known and is outside of their control. It is therefore impossible to develop asset management and capital plans in particular given that the availability of associated infrastructure funding is unknown. Municipalities are therefore seeking a model similar to the federal gas tax fund where transfers are statutory and indexed. As the method of allocating funds to municipalities needs to be aligned with service responsibility, municipal associations should be engaged in the development of funding distribution formulas.</p> <p>Another shortcoming of the current approach is that it is very inefficient for provincial and municipal governments. Many municipalities hire grant writers as they lack the ability or time to submit onerous grant applications and want to ensure that their proposed projects can be presented in a way that allows them to compete with projects submitted by other municipalities. This creates an administrative burden as municipalities expend time and resources on the application process and, in turn, the province has to manage a process to review and assess the applications. As well, there is a risk that a high need project may not be funded because of the application challenges. It would be far more efficient for the funds to flow directly to municipalities so that they can use them according to the eligibility criteria set out by the province.</p> <p>The existence of eligibility criteria enables the province to be certain that funding will be used for purposes that they support, while providing municipalities with the autonomy to manage their infrastructure risks through making local</p>

	<p>decisions on funding priorities. Through performance measures and associated outcome based reporting, municipalities will be held accountable for their infrastructure decisions. This reporting will enable municipalities to demonstrate prudent infrastructure management and good governance through decisions that ensure the protection of public health and safety while considering other infrastructure needs.</p>
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*Planning*

<p>Provide municipalities with the title to their roads to align legal ownership with existing responsibilities and liabilities.</p>	<p>Municipalities other than cities do not currently hold the title to municipal roads within their boundaries, despite carrying the fully responsibility for all associated costs and liabilities with the road. In some instances this impedes planning and decision making.</p>
<p>Require mandatory intermunicipal development plans.</p>	<p>As a binding agreement, intermunicipal development plans help to guide the process of development regionally, which is important given Alberta’s rapid population growth. These plans can address regional growth goals, economic development, or infrastructure requirements. In 2015, the province announced Bill 20 which will create a defined hierarchy of plans, placing intermunicipal development plans at the top. This makes this change even more important, as intermunicipal development plans will be essential to guide growth and development throughout municipal regions.</p>
<p>Clarify annexation process.</p>	<p>Provide for a streamlined process for annexations that occur pursuant to an intermunicipal development plan. Provide clear guidelines for evidence-based determinations on contested annexations.</p>
<p>Allow for inclusionary zoning to facilitate affordable housing.</p>	<p>Inclusionary zoning is the practice of requiring the development of affordable housing during other development. It can come in several forms: an alteration to the land use bylaw or an ordinance that requires a minimum ratio or number of affordable housing per development type, and off-site levy, or an "opt-out" that allows developers to make a payment in lieu of developing affordable units.</p> <p>Allowing municipalities to utilize inclusionary zoning would assist the provincial government in meeting the need for affordable housing in Alberta without resulting in the downloading of unreasonable costs to municipalities.</p>

## General

<p>Reform the current system of joint and several liability to address the role of municipalities in providing the public good.</p>	<p>The system of joint and several liability allows a person who was harmed or wronged by several parties to be awarded damages from any one, several, or all of the liable parties. Because municipalities are seen as an easy target given their access to financial resources, they are often included as defendants in lawsuits even where the level of municipal liability is extremely low (e.g. one per cent liable). If other defendants are unable to pay, the municipality will be in the position of paying the entire judgment. This issue comes up frequently with regard to linking municipal road maintenance and design to auto accidents.</p> <p>Reform is necessary to ensure that municipalities are not required to make financial restitutions that are disproportionate to their liability if co-defendants are unable to pay.</p>
<p>Provide a streamlined process for voluntary amalgamations.</p>	<p>Bill 20 provided the authority for the Minister to create regulations concerning amalgamations. Further development of legislation should ensure a streamlined approach that recognizes the importance of good-faith negotiation, evidence-based need, municipal autonomy, local needs and contexts, and community identity.</p>
<p>Maintain key authorities in the current <i>Municipal Government Act</i> (e.g. natural person powers, enforcement processes).</p>	<p>The MGA currently includes several provisions that should be maintained in future iterations (e.g. granting of natural person powers to municipalities, the system of enforcement at the local level and through the court system, and retaining a separation between residential and non-residential tax rates). Any changes to guiding principles should be made only after extensive engagement with municipalities.</p>

## Assessment and Taxation

<p>Ensure that assessment definitions are regularly updated through municipal engagement to ensure clear understanding.</p>	<p>Many of the assessment-related definitions in the <i>Municipal Government Act</i> and the regulations relating to the assessment of property for property tax purposes have not been updated for decades. There are many incidences where the definitions do not adequately provide clear direction in provincial government assessment and tax policy. Areas of particular concern are all of the definitions relating to regulated property (linear property, machinery and equipment, railway, and farm land). Others include the definition of assessment, those relating to assessment classes, and equalized assessment.</p>
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	<p>The province should ensure there is an effective, transparent and timely process to engage municipal government in regular reviews and amendments of legislation pertaining to definitions for property assessment and tax policy.</p>
<p>Align condition and valuation dates for different types of property to ensure that more assessment complaints can be heard prior to setting tax rates.</p>	<p>Currently, for all property other than linear property, the condition date is December 31 and the valuation date is July 1. The reporting (condition) date of linear property is October 31. Aligning the dates for different types of property would ensure that more complaints can be heard prior to setting the tax rates.</p>
<p>Require mandatory municipal consultation and engagement on all significant changes to the property assessment and taxation system.</p>	<p>This change would introduce a legislated requirement for the provincial government to consult and engage municipalities on significant tax policy changes. Municipalities are the level of government most closely associated with property assessment and taxation, and should be involved in any discussions regarding changes that will impact them.</p>
<p>Assess property in a manner as closely based on market value principles as possible, except where a clearly articulated rationale for a regulated rate is identified and expressed in the legislation.</p>	<p>Exemptions to market value and the use of a regulated rate must be supported by a clear rationale such as a difficulty in determining market value (e.g., properties such as malls, pipelines, and large industrial fixtures) or the requirement to address a unique policy consideration (e.g., farm property).</p>
<p>Regularly update methods of valuing regulated properties at a minimum five year interval.</p>	<p>There are several types of regulated properties in Alberta that have legislation regarding how they are to be valued. In several instances, this legislation is outdated and needs to be updated to reflect modern circumstances. For instance, machinery and equipment depreciation tables are outdated and assume short lifespans for equipment (e.g. 20 years for an oil sands plant).</p> <p>In addition, the construction cost reporting guide needs to be updated by moving towards a market value system that takes local factors into consideration. Currently, values are set based on what construction costs would be in the City of Edmonton. This system does not reflect widely varying costs across the province that are impacted by local labour supply and demand. For instance, construction costs in the Regional Municipality of Wood Buffalo are considerably higher than in Edmonton due to the influence of the energy industry.</p>

<p>Legislate provincial grants in lieu of taxes.</p> <ul style="list-style-type: none"> <li>• Require the province to provide grants in lieu of taxes on all property owned by public entities other than municipalities (e.g. provincial property, schools, hospitals, universities).</li> <li>• Provide grants in lieu of taxes or alternative funding to compensate municipalities for the costs associated with all seniors' housing as well as other affordable housing.</li> </ul>	<p>Currently, properties owned by the provincial government are not taxable by municipalities. Legislation also exempts some other properties including schools, seniors' residences, and non-profit organizations. Despite this, municipalities are still responsible for servicing them with roads, water and wastewater, administration services, and more. Grants in lieu should be clearly established in legislation as a statutory responsibility of the province to pay.</p>
<p>Enable municipalities to utilize electronic administration of property assessment and taxation.</p>	<p>The current legislation requires municipalities to maintain a physical paper assessment and/or taxation roll including all of the required information outlined in legislation. Furthermore, it requires physical paper assessment and/or taxation notices to be mailed to property owners.</p> <p>With the advent of computers and the internet these processes are no longer the optimal choice in administering assessment and taxation functions. The vast majority of assessments across the province are determined with the assistance of Computer Assisted Mass Appraisal (CMA) systems, and the assessment and taxation rolls are automated. Actual paper assessment rolls, taxation rolls, assessment notices and taxation notices must be printed in order to meet provincial legislation, a wasteful and unnecessary duplication of effort.</p>
<p>Review education property taxes.</p> <ul style="list-style-type: none"> <li>• Vacate or reduce provincial reliance on the education property tax requisition; or</li> <li>• Establish a direct link between the amount of Municipal Sustainability Initiative (MSI) funding and education property taxes in legislation.</li> </ul>	<p>In Alberta, the provincial government collects a property tax requisition to cover the costs related to its responsibility to provide an education system. These taxes are added to municipal property taxes through an annual requisition. As municipalities do not have access to significant alternative revenue sources other than the property tax, this limits their capacity to increase rates to cover responsibilities out of concern for causing too large a burden on ratepayers.</p> <p>The AUMA and AAMDC recommend that the province reduce reliance on the education property tax requisition to address this issue. In lieu of this, a direct link should be established between the amount of Municipal Sustainability Initiative Funding and education property</p>

	<p>taxes in legislation to compensate for reduced taxation capacity.</p>
<p>Allow municipalities to split non-residential property into assessment and taxation subclasses other than “vacant” or “improved”.</p>	<p>The splitting of property assessment and taxation classes into subclasses allows municipalities to more effectively recoup costs from certain land uses, or incentivize specific types of development. Some types of non-residential property exert higher costs on municipalities due to heavier usage of municipal infrastructure. Having separate assessment and taxation subclasses allow municipalities to recoup these costs. In addition, municipalities can incentivize beneficial development by creating lower subclasses for development they want to attract.</p> <p>While the splitting of residential property into subclasses is currently possible, municipalities can only split non-residential property into the classes of “vacant” or “improved”.</p>
<p>Amend legislation to confirm that privately owned property leased by the Crown is subject to property tax, and clarify that the province is responsible for delinquent taxes on Crown-leased property.</p>	<p>The intent of the <i>Municipal Government Act</i> is that even when the Crown leases privately owned property, the owner of the property is responsible for the assessment and the property taxes due on the property. The Crown is not the assessed person and includes, in the lease fee, a property tax component. In the past, a decision made by the Composite Assessment Review Board interpreted the legislation to mean that the property under lease is exempt from taxation since it is Crown owned land.</p> <p>In the reverse scenario in which a private party leases Crown-owned land, that party becomes the assessed person and is responsible for paying the taxes on the property under lease. However, given that the land is Crown-owned and the Crown is not an assessed person, if that person is delinquent in paying the property taxes there is no recourse for the municipality other than expensive litigation. While the federal government has a policy in place that remits a payment in lieu of taxes on these properties as if the lease was not in place if the lessee is delinquent, the province has refused to pay such grants.</p> <p>This change would confirm that privately owned property leased by the Crown is in fact subject to the property tax, and also clarify that the province is responsible for any delinquent taxes on said Crown-leased property.</p>
<p>Clarify and resolve requirements for information sharing between assessors</p>	<p>The current <i>Municipal Government Act</i> provides for municipalities to collect information about properties for processes of determining assessment. These sections</p>

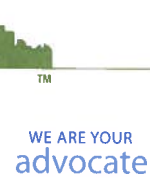
and property owners, recognizing the diverse capacities of municipalities.

provide that a property owner must provide the information requested by the assessor. However, there are two issues with the current legislation.

First, there is a lack of clarity regarding definitions in the MGA clauses that give assessors the ability to request information. The current legislation gives assessors the ability to request any information deemed “necessary” from property owners, and provide property owners with information “sufficient” to determine how their assessment is prepared. However, there is no clearly defined meaning behind these terms.

Second, two court cases from 2008 and 2011 have diminished municipalities’ ability to undertake mass appraisal by limiting the nature of the information municipalities can collect.

Amendments should clarify and resolve these issues so that assessors are fully aware of what information they can request and will need to share, and have the ability to collect information for use in mass appraisal modeling.



September 17, 2015

Honourable Deron Bilous  
Minister of Municipal Affairs  
404 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Bilous:

In addition to the key policy changes that AUMA and AAMDC have proposed, AUMA is seeking your support for the attached additional changes relating to amalgamation, annexation, and municipal revenues.

The attached changes include details on our suggested approaches for the annexation, amalgamation, and code of conduct regulations.

Sincerely,

A handwritten signature in black ink, appearing to read 'Helen Rice', with a long horizontal line extending to the right.

Helen Rice  
AUMA President

Enclosures

## AUMA Key Policy Changes

Policy Position	Description
Clarify regulations regarding annexations.	<p>Annexation is at its most fundamental a change in boundaries between two municipalities. Despite this simple premise, the annexation process has become increasingly contentious in recent years with a number of high profile contested annexations. The current process for annexation does not address the growth pressures faced by municipalities and is onerous.</p> <p>AUMA is seeking additional changes such as expedited processes for annexations that are contemplated in an IDP, criteria that look at land use policies of both the initiating and responding municipality, extending the target annexation period from 25 to 50 years, and additional conflict resolution mechanisms around the issue of compensation. Further details are outlined in Attachment A.</p>
Clarify and expand possibilities for amalgamations.	<p>Amalgamation is a process by which two or more municipalities join to become a single municipality. This is not a new process under the MGA, but is not well utilized or understood in its current state. Bill 20 included amendments for amalgamation, including providing the minister with the power to pass regulations and principles on amalgamations, as well as for non-contiguous summer villages to amalgamate. Within these regulations, there should be a clear amalgamation process that starts with an initial notification by one of the partnering municipalities, followed by a review of whether an amalgamation is necessary. If an amalgamation is deemed to be desirable and agreed upon by the municipalities involved, the process should then identify how such an amalgamation should take place.</p> <p>AUMA is calling for further changes to allow non-contiguous amalgamations. As well, AUMA is suggesting that the regulations provide for principles for amalgamation, allow for a public input process that does not require a plebiscite, and provide for an expedited process for jointly-initiated amalgamations. Further details are outlined in Attachment B.</p>
Provide municipalities with a share of provincial revenue sources.	<p>Municipalities currently lack the revenue generating capability to effectively cover expenses, particularly in light of large infrastructure deficits. Linking municipal revenues to Provincial revenue streams such as income tax and other taxes would ensure that revenues grow with the economy, are more predictable, and will provide diversity to the tax mix.</p> <p>Potential provincial revenue sources include existing hotel and</p>

	<p>gas taxes, a portion of the income tax, resource royalties, or a potential sales tax. Examples exist of municipalities receiving portions of the income tax or sales tax in other jurisdictions (Saskatchewan and Manitoba). This diversifies the municipal revenue mix and provides predictability to municipalities (rather than waiting for annual budget decisions on grant levels). Transferring provincial revenue streams could additionally be done in a tax-neutral manner in which provincial revenues replace certain existing grant funding.</p>
<p>Change linear tax distribution.</p>	<p>Services relating to linear taxes are truly regional in nature, and the employees of industries that support this tax base often do not live in the jurisdiction that collects the linear tax. For example, linear property such as pipelines may deliver significant revenues to municipalities outside of urban municipal borders.</p> <p>This situation does not take into account that the business that utilizes the pipeline and its employees who utilize services and infrastructure provided by the urban municipality, as offices are often located there and employees often live there. As such, pipelines require urban municipalities to support them with infrastructure and services, but urban municipalities do not receive a fair share of the revenue necessary to support them. Though some agreements have been struck to share the cost of services relating to linear property, these agreements are volatile and subject to change.</p>

## Revised AUMA Recommendations for Changes to Amalgamation Legislation

### 1.1 Recommendations – Initiating an Amalgamation

- 1.1.1 That Section 76(1) of the MGA reflect that the Minister may establish and publish principles, standards and criteria that are to be taken into account in considering the amalgamation of two or more municipal authorities.
- 1.1.2 That the MGA be amended to reflect that when two or more municipalities jointly initiate a voluntary amalgamation, the Minister will recommend the amalgamation of the affected municipalities to the Lieutenant Governor for an Order in Council.
- 1.1.3 That the MGA be amended to enable voluntary amalgamations where the boundaries of affected municipalities are not contiguous and that policies and regulations are modified as necessary to support the amalgamation of non-contiguous municipalities.

### Rationale

Section 76(1) of the MGA currently states that the Minister may voluntarily establish and publish principles, standards and criteria that are to be taken into account in considering the formation, change of status or dissolution of municipalities and the amalgamation of or annexation of land from municipal authorities. AUMA recommends that this provision remain voluntary for the minister, rather than being a mandatory requirement.

Participants of the Mayors' Caucus indicated that municipalities are in the best position to determine if amalgamation is warranted under local circumstances and if an agreement to amalgamate is reached between two or more municipalities, the Minister should respect the decision and approve the request.

The current legislation does not permit the amalgamation of municipalities that do not share contiguous boundaries. Participants at the Mayors' Caucus session held on March 12, 2015 indicated strong support for the amendment to allow the voluntary amalgamation of municipalities with non-contiguous boundaries. Bill 20 which was released by the Government in late March 2015 contains a provision that will facilitate better governance and service delivery models for summer villages with non-contiguous boundaries. The proposed amendment in Bill 20 does not address the amalgamation of other types of municipalities with non-contiguous boundaries.

## 2.1 Recommendations – Required information to support an amalgamation

- 2.1.1 That the MGA be amended to require municipalities involved in a proposed amalgamation to conduct a restructuring study including a financial and infrastructure evaluation prior to initiating an application.
- 2.1.2 That Section 105(1) be amended to require municipalities which apply to amalgamate to provide in their report on negotiations, plans in place to protect the environment, minimize the development footprint, strengthen communities, provide alternative modes of transportation where appropriate, and provide efficient infrastructure and services to the newly amalgamated municipality.

### **Rationale:**

Based on the research, the province of British Columbia for example requires municipalities considering restructuring which includes amalgamation and annexation, to carry out a restructuring study prior to initiating an application. The Ministry has published a restructuring guide for municipalities considering restructuring which includes information on the pros and cons of restructuring and other factors that should be considered in a restructuring study. In the state of Western Australia, an application for amalgamation or annexation goes through an inquiry process where the Local Government Advisory Board takes into account the following information when considering an application:

- Community of interests;
- Physical and topographical features;
- Demographic trends;
- Economic factors;
- The history of the area;
- Transport and communications;
- Matters affecting the viability of local governments;
- The effective delivery of services; and
- Any other matters it considers relevant.

The MGA currently requires an initiating municipality in an amalgamation application to prepare and submit to the Minister a report that describes the results of the negotiations between the municipalities. The report must list the matters on which there was agreement, those on which there was no agreement between the municipal authorities, a description of the public consultation processes involved in the negotiations; and a summary of views expressed in during the public consultation processes. There is no requirement for either municipality to include other important information such as its policies and plans to protect the environment and resources, minimize the development footprint, strengthen communities, provide alternative modes of transportation, and provide efficient infrastructure and services to the annexed lands. This information was deemed by participants of the Mayors' Caucus to be important criteria to guide decision-making in relation to the approval of an amalgamation application and should be included in the legislation.

### 3.1 Recommendations: Governance and leadership in amalgamations

- 3.1.1 That the MGA be amended to provide guidelines for municipalities to follow as they transition from multiple councils to one council and from multiple municipal organizations to a single organization following approval for amalgamation.
- 3.1.2 That the Section 105(1) of the MGA be amended to require that the initiating municipality in the amalgamation application include in its report on negotiations submitted to the Minister, the proposed process to dissolve existing councils and create an interim council, and the proposed process for creating an amalgamated municipality.
- 3.1.3 That Section 111 of the MGA be amended to provide for the appointment of an interim CAO for a newly amalgamated municipality by the Councils of the amalgamating municipalities.
- 3.1.4 That consideration be given to the delegation of certain responsibilities to community councils to ensure adequate representation for citizens of amalgamated municipalities.

#### **Rationale:**

In the province of Quebec, the legislation requires municipalities applying for amalgamation to identify the new governance structure in the application. This includes creation and composition of the council; the determination of the number of members on the council or a formula to establish that number; the procedure to be used to designate a chair of the council; the remuneration of the council and other council members; and the mode of financing the council.

The appointment, suspension and revocation of the CAO is currently legislated in the MGA. Amending the legislation to include the appointment of an interim CAO in a newly amalgamated municipality would contribute to the transition of the administration and operation of the new municipality.

## Revised AUMA Recommendations for Changes to Annexation Regulations

### 1.2 Recommendations – Initiating an Annexation

- 1.2.1 That Section 76(1) of the MGA be amended to reflect that the Minister shall establish and publish principles, standards and criteria that are to be taken into account in considering the annexation of land from one municipal authority to another.
- 1.2.2 That the MGA be amended to require both municipalities involved in an proposed annexation to demonstrate that they have considered all relevant matters including the efficient use of public and private lands in the region where possible to reduce the footprint of human activities, and that the proposed annexation plan should reflect long-term planning needs of the affected municipalities.
- 1.2.3 That the legislation establishes specific timelines for annexation processes from initiation to a final decision.
- 1.2.4 That timelines for notification of decisions of the Municipal Government Board in relation to annexations be identified in the legislation.

### **Rationale:**

As noted above, Section 76(1) of the MGA currently states that the Minister may on a voluntarily basis establish and publish principles, standards and criteria that are to be taken into account in considering the formation, change of status or dissolution of municipalities and the amalgamation of or annexation of land from municipal authorities. AUMA recommends that this provision remain voluntary for the minister, rather than being a mandatory requirement. Under Bill 20, Section 128(1) further enables the Minister to pass regulations concerning annexation.

It should be noted that in the absence of principles, standards and criteria for annexation, the Municipal Government Board (MGB) has developed several annexation principles to guide its decision making process. These principles are not however ensconced in the legislation and are subject to change according to the decisions of the MGB.

The following principles were adapted from existing MGB annexation principles by the MGA Review Municipal Administrative Officials Working Group and are proposed to guide annexation decisions in the future.

### Annexation Principles

1. Annexations to address growth should ensure the efficient use of public and private lands, and reduce the footprint of human activities.
2. Initiating municipalities that propose to annex lands to address growth should demonstrate that they have policies in place to protect the environment and resources, minimize development footprint, strengthen communities (social, cultural, affordability, health and safety), provide for alternative modes of transportation (pedestrian, cycling, transit, vehicular), good management of agricultural lands, and efficient provision of infrastructure and services.
3. Annexations that provide for intermunicipal cooperation will be given considerable

weight. Cooperative intermunicipal policies in an intermunicipal development plan or municipal regional growth plan will be given careful consideration, weight and support so long as they do not conflict with Provincial policies or interests.

4. Accommodation of growth by all municipalities (urban or rural) must be accomplished without encumbering the initiating municipality and the responding municipality's ability to achieve rational growth directions, cost effective utilization of resources, fiscal accountability and the attainment of the purposes of a municipality described in the Act.
5. An annexation must meet minimum standards for growth projections, availability of lands within current boundaries, density and proven record of increased density, consideration of reasonable development densities, and accommodation of a variety of land uses in the initiating municipality.
6. An annexation must achieve a logical extension of growth patterns, transportation and infrastructure servicing.
7. Projection needs for annexations be targeted, depending on capacity and needs at 50 years unless agreed upon by the involved municipalities.
8. Each annexation must illustrate a cost effective, efficient and coordinated approach to the administration of services.
9. Annexations that demonstrate sensitivity and respect for key environmental and natural features will be regarded as meeting provincial land use policies.
10. Coordination and cost effective use of resources will be demonstrated when annexations are aligned with and supported by municipal regional growth plan or intermunicipal development plans, municipal development plans, economic development plans, transportation and utility servicing plans and other related infrastructure plans.
11. Annexation proposals must fully consider the financial impact on the initiating and responding municipality. Municipalities involved in annexations shall bear their own costs associated with the annexation process.
12. Inter-agency consultation, coordination and cooperation is demonstrated when annexations proposals fully consider the impacts on other institutions providing services to the area.
13. Annexation proposals that develop reasonable solutions to impacts on property owners and citizens with certainty and specific time horizons will be given careful consideration and weight.
14. Annexation proposals must be based on effective public consultation both prior to and during any annexation hearing or proceedings.
15. Revenue sharing may be warranted when the annexation proposal involves existing or future special properties that generate substantive and unique costs to the impacted municipality(s) as part of the annexation or as an alternative to annexation. Mandatory costs and revenue sharing should be established at the local level to address local needs on both participating parties.
16. Annexation proposals must not simply be a tax initiative. Each annexation proposal must have consideration of the full scope of costs and revenues related to the affected municipalities. The financial status of the initiating or the responding municipality(s) cannot be affected to such an extent that one or the other is unable to reasonably achieve the purposes of a municipality as outlined in section 3 of the Act. The financial impact should be reasonable and be able to be mitigated through reasonable conditions of annexation.

17. Urban municipalities should be provided with an equality of opportunity regarding industrial development.
18. Conditions of annexation must be certain, unambiguous, enforceable and be time specific.

Participants at the Mayors' Caucus supported taking the size of the municipality into consideration when developing the principles, standards and criteria for annexation. There was strong support for annexations that provide for inter-municipal cooperation and Caucus participants indicated that this factor should be given considerable weight in the decision-making process. Also, there was strong support for when an annexation demonstrates sensitivity and respect for key environmental and natural features within the proposed annexation area that this may potentially conform to provincial land use policies where appropriate and should be considered accordingly in the decision making process.

There are no timelines identified in the annexation principles developed by the MGB which has in the past led to lengthy annexation processes. The proposed amendment which received strong support from the Mayors' Caucus participants will increase the transparency, specificity, clarity and timeliness of the annexation process.

## 2.2 Recommendation- Required information to support an annexation for annexation

- 2.2.1 That Section 118(1) of the MGA be amended to require both municipalities to provide their policies and plans in place to protect the environment, promote the efficient use of land, strengthen communities, provide alternative modes of transportation where appropriate, and provide efficient infrastructure and services. This would not require the creation of new plans prior to an annexation, but would simply require a presentation of the municipalities' general philosophies and approaches to land use.

### **Rationale**

The MGA currently requires an initiating municipality in an annexation application to prepare and submit to the Minister a report that describes the results of the negotiations with the municipalities from which the land is being annexed. The report must list the matters on which there was agreement, and those on which there was no agreement between the municipal authorities; for the matters on which there was no agreement, a description of the attempts at mediation and if mediation did not occur the reasons for it; a description of the public consultation processes involved in the negotiations; and a summary of views expressed in during the public consultation processes. There is no requirement for the initiating municipality to include other important information such as its policies and plans to protect the environment and natural resources, minimize the development footprint, strengthen communities, provide alternative modes of transportation, and provide efficient infrastructure and services to the annexed lands. This information was deemed by participants of the Mayors' Caucus to be critical criteria to guide decision-making in relation to the approval of an annexation application and should be included in the legislation.

#### 4.1 Recommendations – Compensation and revenue sharing in an annexation

- 4.1.1 That the MGA be amended to provide that upon the consent of all municipalities directly affected by an annexation, provision can be made for the appointment of a conciliator to determine compensation following approval of annexation. The decision of the conciliator is binding on all parties.
- 4.1.2 That the MGA be amended to clarify responsibility for financial and/or infrastructure deficits in an annexation and provide formal policies on when and how the provincial government will provide financial assistance.

#### **Rationale:**

Revenue sharing or compensation may be warranted when the annexation proposal involves existing or future properties that generate substantive and unique costs to the impacted municipalities. The research suggests that mandatory costs and revenue sharing should be established at the local level to address the needs of both parties.

The municipal legislation in the province of Quebec for example provides for negotiation of an agreement through conciliation if the municipalities involved in annexation cannot reach agreement on the apportionment of assets and liabilities relating to the territory of the municipality affected by the annexation. Upon request of either municipality, the Minister is required to appoint a conciliator to assist the municipalities to reach an agreement, which when achieved is forwarded to the Minister for approval. If an agreement cannot be reached, the Minister may impose an apportionment of the costs and liabilities and the apportionment is deemed to be an agreement. An agreement reached under the legislation is binding.

Section 124(1)(b) of the MGA states that if the MGB is recommending annexation to the Minister, its report must set out a description of the land, whether there should be revenue sharing, and any terms and conditions and other things the Board considers necessary or desirable to implement the annexation. The legislation is silent on the issue of who has responsibility for financial and/or infrastructure deficits in an annexation application. Participants at the Mayors' Caucus indicated strong support for legislation clarifying responsibility for infrastructure and financial deficits in an annexation, and the criteria for municipalities to access financial assistance from the provincial government in this regard.

In British Columbia, the province provides financial assistance to a restructured municipality. These are by way of per-capita grants provided in conjunction with assistance from other ministries. In addition, restructure implementation grants fund some administrative costs for a restructured municipality.

## AUMA Recommendations for Regulation and Implementation of a Municipal Code of Conduct

### 1. Content for Regulation

#### *Scope*

- Require that council establish a code within nine months following the regulation, with a requirement for a review of the code every three years.
- Require that the code contain the following mandatory elements:
  - roles and responsibilities of councillors and relationship with administration
  - expectations of conduct for the following activities:
    - council meetings;
    - representing council at public or external events;
    - activities outside of council business;
    - external communications, including dealing with the media and engaging in social media;
    - interactions with administration;
    - use of municipal resources; and
    - campaigning for municipal or other elected office while a councillor.
  - confidentiality provisions
  - the need for councillors to support council decisions
- Allow for optional information to be included in the code such as information on councillor attributes (e.g. respect, accountability, integrity) and any other information deemed necessary by council.
- Delineate conflict of interest provisions.

#### *Sanctions*

- Encompass progressive sanctions proportionate to the severity and/or number of offenses that include:
  - letter of reprimand
  - training
  - public disclosure of offense
  - restriction of activities
  - removal from committees
  - full suspension of duties for a defined period of time (as defined in the Act)
  - withholding of office budget (e.g. professional development, travel, hosting, research)
  - reduction or full suspension of pay or stipend corresponding to a reduction in duties
  - monetary fine of up to \$25,000

### *Integrity Commissioner*

- Provide for the appointment of an Integrity Commissioner, outline qualification requirements and specify that municipal associations are engaged in the selection process.
- Reflect a quasi-judicial process, including defined timelines, evidentiary standards, burden of proof, and a right to appeal.
- Separate investigative role from decision making and sanction role (e.g., integrity commissioners appoint tribunals to investigate and commissioner makes the decision on whether there was a breach and the related sanction).

### 2. Training and Acknowledgement

- Reflect mandatory requirement for all councillors to attend a learning event to review the code of conduct when it is first established and to sign an agreement outlining their understanding of it and agreement to follow it.
  - Standard content is required for the learning event but municipalities can add other content as required.
  - Over time, first – time councillors will complete the learning event as part of their orientation and will sign the agreement. When the agreement is reviewed by Council every three years, all councillors will sign a new agreement.

### 3. AUMA's Role in Implementation

- AUMA will prepare a template bylaw and code for councils.
- AUMA will prepare education materials for councils and CAOs.
- AUMA has a casual legal service for councils to access as they develop their bylaw and code.



September 17, 2015

Honourable Deron Bilous  
Minister of Municipal Affairs  
404 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Bilous:

AUMA's engagement in the MGA working group over the past year was an important opportunity for discussing municipal issues and opportunities and determining the most appropriate policy solutions. As these solutions evolved, AUMA made a number of refinements to our original policy positions which had been submitted to the ministry in June 2014.

To ensure that your staff have an accurate record of AUMA's policy positions, we have updated the inventory of suggested changes that accompanied our 2014 submission. The updates also include new issues that arose during the past year.

Please replace the earlier inventory with this updated version.

Sincerely,

A handwritten signature in black ink, appearing to be "Helen Rice", written over a horizontal line.

Helen Rice  
AUMA President

Enclosure

## Inventory of Required Changes to the MGA

Required Changes to the MGA	Related Submissions	Legislative Reference
<b>Revenue Sources and Authorities</b>		
<i>Local governments have predictable, diverse and sustainable revenue sources (including various levels of taxation) to deliver programs, services and infrastructure</i>		
<b>Property Assessment and Taxation Reforms</b>		
<p>Implement the property assessment and taxation reforms recommended by AUMA in 2010 and 2012.</p> <p><i>Note: AUMA's previous assessment and taxation recommendations called for all property to be assessed. AUMA has modified this position to instead call for regular reviews of assessment exemptions.</i></p>	AUMA Policy Papers on Property Assessment and Taxation (see attached)	
<p>Provide for sharing of the linear tax base within the region so that the tax is generated to promote collaborative economic and social development and better aligns tax revenues with the true cost of regional services and infrastructure such as the building and maintenance of regionally appropriate infrastructure.</p>		MGA Sec. 358
<p>Eliminate education property taxes as property taxes should be used exclusively for the funding of municipal services associated with the ownership of property.</p> <p>In the alternative, a direct link should be established between the amount of Municipal Sustainability Initiative funding allocated and education property taxes collected.</p>	2008 AUMA Resolution: Alberta School Foundation Fund	MGA Sec. 359.1 Education Act Sec. 166-168
<p>Provide greater flexibility in the requirements for property assessment and tax notices, reducing the prescriptive and highly detailed nature of these</p>		MGA Sec. 308-312, 333-335

Required Changes to the MGA	Related Submissions	Legislative Reference
sections of the MGA.		
Allow municipalities to initiate the tax recovery process one year after the date that the tax was imposed.	2012 AUMA Resolution: Recovery of Taxes Related to Land	MGA Sec. 412 (1)
<b>Expand Municipal Revenue Base</b>		
Provide municipalities with a share of provincial revenues.	2013 AUMA Resolution 1% share of provincial income tax and other resolutions such as equitable sharing of oil and gas revenue	
Provide municipalities with the ability to increase their revenue generating authority.		
Ensure municipality can establish fees and charges through local bylaws and without provincial interference.		
Enable municipalities to use their bylaws to determine the scope of required offsite levies as appropriate for the development in their communities.	AUMA 2008 and 2011 Resolutions: Authorizing Off-site Levy to Provide Essential Services and Build Complete Communities	MGA Sec. 648
Provide the ability for municipalities to charge offsite levies more than once on a parcel of land that is being redeveloped for another use or developed in stages.		
Lift suspension of Community Revitalization Levies and allow municipalities to pass CRL bylaws without provincial oversight.	AUMA 2014 Resolution: Community Revitalization Levy	MGA Sec. 381.1-381.5
Enable municipalities to establish bylaws on the scope of local improvement taxes so that they may include items such as potable water systems, and renewable energy systems.	2008 AUMA Resolution  Shaping Edmonton's Renewable Energy Future: Report of Edmonton's Renewable Energy Task Force	MGA Sec. 391-409
<b>Stabilize Municipal Grants</b>		
Make core provincial grants and transfers statutory and index them for growth so that they are stable and reliable, allowing for multi-year planning. Engage municipal associations in the determination of appropriate allocation formulas, ensuring that there is not a sole focus on per capita allotment.		

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Municipal Cost-sharing and Regional Revenue Agreements</b> Enable and incent the creation of cost-sharing agreements for regional facilities, and provide recourse where municipalities cannot reach an equitable solution to funding shared facilities.</p> <p><b>Provide for voluntary use of regional revenue tools as agreed to by municipal partners.</b></p>	AUMA 2011 Resolution: Shared Facilities Funding	
<p><b>Governance</b> <i>Local governments are open, responsive and accountable to their citizens.</i></p>		
<p><b>Municipal Structure</b> Review and rationalize the alignment, type and number of municipalities and incentivize a shift to match modern communities’ dynamics and to align with regionalization, population shifts, urbanization, trade and industry, natural environments, and transportation infrastructure.</p>		
<p>Incent specialized municipalities and regional municipal governments.</p>	AUMA 2014 Resolution: Incentivizing Regional Governance (not yet approved)	
<p>Review the process for municipalities to pursue status changes (e.g. village to town) or change boundaries (e.g. annexation) to provide maximum legislative clarity and an ability to respond to growth within a fixed time period defined in the legislation.</p>		
<p><b>Municipal Purposes</b> Expand the scope of municipal bylaws to include any municipal purposes.</p>	AUMA 2008 Policy Paper: Municipal Government Act Review	MGA Sec. 7
<p><b>Municipal Engagement and Review</b> Create a legislated requirement that any statutory, regulatory, or policy change to municipal duties, powers, or functions only be considered after consultation and engagement with municipalities.</p>	AUMA 2008 Policy Paper: Municipal Government Act Review	

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Municipal Liability</b> Protect municipalities from liability for damages caused by a municipality responding in good faith to emergencies or providing services to its region unless the municipality is grossly negligent.</p>		MGA Sec. 23, 527.2, 528, 529, 532, 533
<p>Provide a limitation period for any person claiming compensation arising from a road closure.</p>		
<p>Reform joint and several liability, particularly in the areas of contribution shortfall and the creation of a minimum threshold of liability prior to the application of joint and several liability principles.</p>	AUMA 2010 Resolution: Reform of Joint And Several Liability For Municipalities	
<p><b>Citizen Engagement and Public Participation</b></p>		
<p>Enable municipalities to use their bylaws to determine requirements for publication and advertising.</p>	AUMA 2008 Policy Paper: Municipal Government Act Review	MGA Sec 224
<p>Update the requirements for information on a petition to include a contact phone number for each petitioner.</p>		MGA Sec. 226
<p>Empower the Chief Administrative Officer to examine the affiant on petition witness affidavits.</p>		MGA Sec 606

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Land Use Planning</b>            Create a provincial land use regulation with a cross-ministry scope impacting Environment and Sustainable Resource Development, Municipal Affairs, Energy, Agriculture and Rural Development, and the municipal order of government.</p> <p>Develop and implement province-wide planning goals that contemplate processes for coordination of provincial land-management activities with multi-jurisdictional planning.</p> <p>Clarify legislative hierarchy of the various statutory entities and planning documents.</p>	<p>AUMA 2008 Policy Paper: Municipal Government Act Review</p>	<p>MGA Sec. 622-626</p>
<p>Require mandatory intermunicipal development plans.</p> <p>Provide additional clarity and process requirements regarding notification to neighboring municipalities. Clarify and enhance municipal development plan consultation requirements and articulate criteria for inclusion of concerns noted by adjacent municipalities.</p>		<p>MGA Sec. 631, 636</p>

Required Changes to the MGA	Related Submissions	Legislative Reference
<p>Allow municipalities to define municipal purposes through bylaw in order to provide greater flexibility on land use.</p> <p>Provide municipalities with greater flexibility and authority to protect natural areas within their boundaries. Expand the current definition of environmental reserves to allow municipalities to effectively protect sensitive or high-value ecological areas from development (e.g. tree stands, wildlife habitat, and wetlands).</p> <p>Clarify which classes of wetland are eligible to be designated as environmental reserves and clarify that setbacks for bodies of water applies to wetlands.</p>	<p>AUMA 2008 Policy Paper: Municipal Government Act Review</p> <p>AUMA 2009 Resolution: Urban Parks</p> <p>AUMA 2013 Resolution: Wetlands Policies</p>	<p>MGA Sec. 664.</p>
<p>Increase the per cent amount of reserves (municipal, school, environmental, etc.) that a municipality may require of a developer, and permit the subdivision of those lands prior to transfer if necessary.</p>	<p>AUMA 2013 Resolution: School Sites for Our Communities' Future</p>	<p>MGA Sec. 664-666</p>
<p>Permit municipalities to acquire limited interests in land required for that municipality to carry out operations in another municipality. For example, utility rights of way for utilities provided to another municipality and interests in land related to interests in mines and minerals held by a municipality should be exempt from the requirements of Sec. 72.</p>		<p>MGA Sec. 72</p>
<p>Amend the MGA to specify where resource extraction cannot occur and enable municipalities to determine appropriate and compatible land uses with respect to resource extraction.</p>		<p>MGA Sec. 619</p>

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Relationship to Existing Bylaws</b>  Repeal MGA Section 13.  If there is an inconsistency between the newly enacted MGA or other provincial legislation and pre-existing bylaws, the bylaws shall not be affected by the law.</p>		MGA Sec. 13
<p><b>Appeals and Dispute Resolution</b>  Legislate transparent, meaningful, and timely appeal and dispute resolution processes.</p> <p>This should include a principles-based framework for self-created intermunicipal dispute resolution processes, including the requirement of resolution within defined timelines and providing measures of accountability for failure to resolve matters in a timely manner.</p> <p>Clarify timelines for development appeals; for instance, clarify whether an applicant may appeal a development permit decision any time after the 40 day period. Additionally clarify the powers of appeal boards.</p>		MGA Sec. 683-687
<p><b>Business Revitalization Zone Regulation</b>  Amend the Business Revitalization Zone regulation to allow either the requirement of an Audited Financial Statement or a Review Engagement as determined by each Council.</p>	AUMA 2013 Resolution: Business Revitalization Zone Regulation	MGA Sec. 50-53
<p><b>Acquisition of For-Profit Corporations</b>  Provide greater flexibility and less onerous requirements for the creation and acquisition of for-profit corporations related to municipal purposes and operations.</p>		MGA Sec. 73, Control of Corporations Regulation
<p><b>Revised Bylaws</b>  Allow for the revision of bylaws without a bylaw specifically adopting them, in cases where the revision is to correct clerical errors or to make minor changes.</p>		MGA Sec. 64

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Voluntary Amalgamation</b> Amend the legislation to reflect that two or more municipalities may jointly initiate a voluntary amalgamation. If those municipalities agree to an amalgamation then the Minister must recommend that amalgamation to the Lieutenant Governor in Council.</p> <p>Enable voluntary amalgamations where the boundaries of affected municipalities are not contiguous and modify policies and regulations as necessary to support non-contiguous municipalities.</p> <p>Include a financial and infrastructure evaluation of the municipalities involved in the amalgamation.</p> <p>Clarify responsibility for financial and/or infrastructure deficits and provide formal policies on when and how the province will provide financial assistance.</p> <p>Include citizen input in the application for amalgamation (not require a vote).</p> <p>Provide that the affected municipalities will determine the process for dissolving existing councils and creating an interim council and provide the process for creating a new amalgamated municipality.</p> <p>Provide that the affected municipalities will determine how to appoint an interim CAO for the amalgamated municipality.</p> <p>Review the necessity for Minister initiated amalgamations. If not warranted, eliminate this action from legislation. If retained in legislation, clarify that public input from affected citizens is required.</p>	<p>2013 Resolution</p>	

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Annexation</b></p> <p>Adopt an approach that provides urban municipalities with the same opportunity as their rural counterparts to attract all types of development, including industrial development which requires significant areas of land historically not available in urban areas.</p> <p>Require that an initiating municipality and a municipality which has been served a written notice meet and proceed in good faith to prepare a study to identify the reason for and impacts of the proposed annexation, including proposals for public consultation.</p> <p>Amend the MGA to provide that upon the consent of all municipalities directly affected by an annexation, provision can be made for the appointment of a conciliator to determine compensation following approval of annexation. The decision of a conciliator is binding on all parties.</p> <p>Provide an opportunity for affected municipalities to submit written submissions after the minister has recommended an annexation to the Lieutenant Governor in Council.</p>	<p>AUMA 2008 Policy Paper: Municipal Government Act Review</p> <p>Grande Prairie Annexation Application MGB Order 123/06</p>	<p>MGA Sec. 116-117, 120, 125-126</p>

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Viability Review Process</b>            Ensure that the process is only used for matters pertaining to financial viability (key indicators of financial viability are included in the assessment by the department).</p> <p>Ensure that an independent third party (e.g. MGB) consistently conducts the financial viability reviews.</p> <p>Complete the initial findings report in a timelier manner and streamline the review process.</p> <p>Clarify how the viability review process will handle financial or infrastructure deficits and net liabilities.</p>	<p>2013 Resolution</p>	
<p><b>Inclusionary Zoning</b>            Enable Land Use Bylaws to include provisions for inclusionary zoning requirements that allow for the creation of affordable housing to people with low to moderate incomes.</p>	<p>AUMA 2008 Policy Paper: Municipal Government Act Review</p>	<p>MGA Sec. 640</p>
<p><b>Regional Service Commissions</b>            Exclude regional service commissions who have not commenced substantial operations and whose annual budgets are under \$50,000 from Financial Information Return and audited financial statement reporting obligations.</p>	<p>AUMA 2014 Resolution: Exemption from Financial Information Return Requirements for Public Bodies not providing Services</p>	<p>MGA Sec. 602.32</p>
<p><b>Public Works Affecting Adjacent Land</b>            Restrict provisions for compensation for municipal public work to a narrow category of public works. Enable municipalities to set notification provisions in their bylaws.</p>	<p>AUMA 2008 Policy Paper: Municipal Government Act Review</p>	<p>MGA Sec. 534</p>

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Ministerial Inspection and Inquiry Regarding Local Governance</b></p> <p>Require that a terms of reference be created for every inspection initiated by the minister or by the council of the municipality. Allow for an inspection to be initiated on petition by the citizens of the municipality.</p> <p>Require that the inspector or the person appointed to conduct an inquiry be independent and qualified to do so through an appropriate certification.</p> <p>Prescribe a uniform reporting format for inspectors through regulation. Clarify definition of “irregular, improper or improvident manner.”</p> <p>Legislate that, if an Inspectors Report recommends the dismissal of all or part of a council, the citizens shall vote on the recommendation with the Ministry of Municipal Affairs bearing the cost of the vote.</p> <p>If a councillor or council is dismissed and an election to replace them is held within a year of the next municipal election, provide that the election may serve as the upcoming general election.</p> <p>Repeal the subsection that allows the minister to appoint a new CAO and designate remuneration payable to the officer.</p>	<p>AUMA 2008 Policy Paper: Municipal Government Act Review</p>	<p>MGA Sec. 571-572, 574</p>

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Roles and Responsibilities</b></p> <p><i>The respective roles and responsibilities of the provincial and municipal orders of government are clear and appropriate</i></p>		
<p><b>Provincial/Municipal Partnership Agreements</b></p> <p>Formally recognize that the MGA is a government to government partnership and engagement agreement between Alberta municipalities and the province in the MGA.</p> <p>Legislate mandatory consultation and engagement when municipal interests are impacted by the decisions of any provincial ministry.</p> <p>Create civic charters for Alberta’s big cities and for other municipalities with unique circumstances or needs.</p> <p>Where changes to roles and responsibilities are initiated by either the province or municipalities, provide a clear framework for agreed upon roles and responsibilities.</p> <p>Where municipalities have the capacity and willingness to undertake or share provincial responsibilities, provide for incentives and with a clear formula for funding that is indexed for change.</p>		
<p><b>Municipal Input on Provincial Infrastructure</b></p> <p>Require meaningful municipal engagement in the planning and operation of provincial infrastructure.</p> <p>Facilitate greater cooperation between municipal authorities and school boards, particularly in regard to school reserves and the planning and servicing of schools and the disposition of school property and school reserves.</p>		

Required Changes to the MGA	Related Submissions	Legislative Reference
<p><b>Zoning and Municipal Building Standards</b>            Clarify that when a development authority grants a variance to a “non-conforming” building, the “non-conforming” designation is removed.</p> <p>Municipalities should have the ability to require more stringent standards than national or provincial building codes.</p>		MGA 643
<p><b>Mutual Access Agreements</b>            Require direct road access for all subdivisions, rather than the current system of voluntary agreements for mutual access.</p>		MGA Sec. 655