

**Town of Legal
Regular Council Meeting
March 17, 2025
7:00 PM
Council Chambers**

AGENDA

- 1.0 Call to Order with acknowledgement of meeting on Treaty 6 Territory**

- 2.0 Additions and/or Deletions to the Agenda**

- 3.0 Adoption of Agenda**

- 4.0 Public Hearing**

- 5.0 Adoption of Previous Minutes**
 - 5.1 Errors or Omissions
 - 5.2 Adoption of Minutes – March 3, 2025, Regular Council Meeting

- 6.0 Delegations, Petitions or Presentations**
 - 6.1 Iman Khalil, Nurse Practitioner and Dr. Durojaye (7:00 P.M.)
 - 6.2 Sgt. Mike Febbraro, Morinville RCMP (7:20 P.M.)
 - 6.3 Kendra Stasiuk, Friesen Viney Stasiuk Chartered Professional Accountants (7:45 P.M.)

- 7.0 Unfinished Business**

- 8.0 Reports**
 - 8.1 Chief Administrative Officer
 - 8.2 Manager of Corporate Services
 - 8.3 Operations Supervisor
 - 8.4 Councillor Reports
 - Mayor Tremblay
 - Deputy Mayor Beaton
 - Councillor Hills
 - Councillor Jones
 - Councillor Malott

- 9.0 Correspondence**
 - 9.1 Alberta Municipalities Preliminary Analysis on Alberta's 2025 Budget

- 9.2 Invitation to Redwater's Mayor's Breakfast Event
- 9.3 Sturgeon County Bylaw Statistics, February 2025
- 9.4 Letter, Re: Addressing Youth Engagement
- 9.5 Invitation to Great Canadian Trade Fair & Sale

10.0 New Business

- 10.1 Lemonade Day Northern Alberta Support Request
- 10.2 Request from Alberta Bilingual Municipal Association, Re: Proposal for Membership Fees
- 10.3 Town of Legal Economic Development Committee Report
- 10.4 Waste Collection Bylaw
- 10.5 Consolidated Financial Statement, December 31, 2024
- 10.6 Municipal Financial Information Return for the Year Ending December 31, 2024
- 10.7 Legal Arena & Curling Rink Retrofit Project - Scope Change for Construction Administration
- 10.8 Water Bylaw
- 10.9 Wastewater Bylaw
- 10.10 Legal Arena & Curling Rink Retrofit MEG Solar Array Project Award
- 10.11 Tax Incentive Bylaw
- 10.12 Repairs to Town of Legal Flusher Truck

11.0 Closed Session

12.0 Adjournment

Regular Council Meeting of the Town of Legal in the Province of Alberta held in Council Chambers, March 3, 2025, commencing at 7:00 P.M.

PRESENT: Deputy Mayor Beaton, Councillor Hills, Councillor Jones, Councillor Malott

ABSENT: Mayor Tremblay

STAFF: Robert Proulx – Chief Administrative Officer
Anna Keane - Finance Assistant

CALL TO ORDER

Deputy Mayor Beaton called the meeting to order at 7:00 P.M. and acknowledged the traditional territories of the Indigenous peoples of the Treaty 6 region and the Métis Settlements and Métis Nation of Alberta, Regions 2, 3 and 4. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our community.

ADDITIONS AND/OR DELETIONS TO THE AGENDA

ADDITION:

New Business: Centralta Community Centre Usage Request

ADOPTION OF AGENDA

12342

Resolution #12342

Moved by: Councillor Jones

RESOLVED that the Agenda for March 3rd, 2025, regular meeting of Council be adopted as amended.

CARRIED 4-0

PUBLIC HEARING

None.

ADOPTION OF PREVIOUS MINUTES

12343

Resolution #12343

Moved by: Councillor Hills

RESOLVED that the Minutes for February 18th, 2025, Regular Meeting of Council be adopted as amended.

CARRIED 4-0

DELEGATIONS

None.

UNFINISHED BUSINESS

None.

REPORTS

CHIEF ADMINISTRATIVE OFFICER

Report was submitted and will form part of the Council Agenda Package.

MANAGER OF CORPORATE SERVICES

No report.

OPERATIONS SUPERVISOR

No report.

COUNCILLOR REPORTS

Mayor Tremblay

No report.

Deputy Mayor Beaton

Town of Legal Committee Meetings:

Attended Town of Legal Council Workshop on February 24th and 25th, 2025.

Other Meetings:

None.

Councillor Hills

Report was submitted and forms part of the Council Agenda Package.

Town of Legal Committee Meetings:

Attended Town of Legal council workshop on February 24th and 25th, 2025.

Other Meetings:

None.

Councillor Jones

Town of Legal Committee Meetings:

Attended Town of Legal council workshop on February 24th and 25th, 2025

Other Meetings:

Attended the Beverage Container Management Board Meeting – February 19th, 2025

Attended the Alberta Municipal Services/APEX/Alberta Municipalities Joint meeting – February 20th, 2025

Attended the Alberta Municipal Services Corporation Meeting – February 21st, 2025

Attended Media Training – February 26th, 2025

Attended the Alberta Municipalities meeting – February 27th, 2025

Attended the Alberta Counsel Provincial Budget Webinar – February 28th, 2025

Attended the Alberta Municipalities Provincial Budget Media Technical Briefing – February 28th, 2025

Attended the Alberta Municipalities Provincial Budget Webinar – February 28th, 2025

Councillor Malott

Town of Legal Committee Meetings:

Attended Town of Legal Council Workshop on February 24th and 25th, 2025

Attended the ACFA Community Cheque Presentation on February 26th, 2025

Attended Francophone Flag Raising on March 3rd, 2025

Other Meetings:

None.

12344

Resolution #12344

Moved by: Councillor Jones

RESOLVED that the reports be accepted as presented.

CARRIED 4-0

CORRESPONDENCE

2025 Minister's Awards for Municipal and Public Library Excellence

Received as information.

Letter from Municipal Affairs, Re: Joint Use Planning Agreements, Deadline Extension

Received as information.

Letter from Municipal Affairs, Re: Provincial Priorities Act

Received as information.

Letter from Resident, Re: Hall Rental Concerns

Received as information.

Letter from Municipal Affairs, Re: Budget 2025

Received as information.

2025 Education Property Tax Requisitions

Received as information.

Rosieridge Spring Clean-Up – Municipal Communication Support Request

Received as information.

12345

Resolution #12345

Moved by: Councillor Malott

RESOLVED that the correspondence be accepted as presented.

CARRIED 4-0

NEW BUSINESS

Green Municipal Fund Loan and Grant Agreement

12346

Resolution #12346

Moved by: Councillor Malott

RESOLVED that the Town of Legal authorize the Deputy Mayor and Chief Administrative Officer to sign the Green Municipal Fund Loan and Grant Agreement as presented.

CARRIED 4-0

Municipal Electricity Generation Program Funding Agreement

12347

Resolution #12347

Moved by: Councillor Jones

RESOLVED that the Town of Legal authorize the Deputy Mayor and Chief Administrative Officer to sign the Municipal Electricity Generation (MEG) Program Funding Agreement as presented.

CARRIED 4-0

Water+ Cloud Full, Cloud Based Software License Agreement

12348 Resolution #12348 Moved by: Councillor Hills

RESOLVED that the Town of Legal authorize the Chief Administrative Officer to sign the Water+ Cloud Full, Cloud Based Software License Agreement as presented by Flowpoint LP.

CARRIED 4-0

Tax Incentive Bylaw

12349 Resolution #12349 Moved by: Councillor Malott

RESOLVED that Bylaw 01-2025, being a bylaw in the Town of Legal for the purpose of providing a property tax incentive for new residential development, revitalization of derelict properties and/or building on unoccupied or bare lots, be given first reading.

CARRIED 4-0

Request from Legal Soccer Club

12350 Resolution #12350 Moved by: Councillor Hills

RESOLVED that the Town of Legal approve the five thousand dollar (\$5,000.00) funding for the soccer field upgrades, and direct administration to provide a letter of support to the Legal Soccer Club for their application to the Co-op Community Spaces Funding grant.

CARRIED 4-0

12351 Resolution #12351 Moved by: Councillor Jones

RESOLVED that the Town of Legal authorize the five thousand dollar (\$5,000.00) commitment regardless, should Legal Soccer Club be unsuccessful in attaining funding from the Co-op Community Spaces Funding grant, and that the funds be used towards some of the proposed maintenance of the soccer fields.

CARRIED 4-0

2025 RCMP Policing Priorities

12352

Resolution #12352

Moved by: Councillor Malott

RESOLVED that the Town of Legal provide a list of the following specific policing priorities: 1. Property Crime, 2. Community Engagement and 3. Traffic Safety, and submit to the Morinville RCMP detachment.

CARRIED 4-0

Centralta Community Centre Facility Use Request from Fete au Village

12353

Resolution #12353

Moved by: Councillor Hills

RESOLVED that the Town of Legal approve, in accordance with the Joint Use Agreement between the ACFA and the Town of Legal, the Fete au Village's request to have access to the Centralta Community Centre (Gymnasium, Chauvet Room and Kitchen) as one of the 6 allotted Town supported functions for the Fete au Village event scheduled for July 25 to 26, 2025, beginning at 3:00pm on Friday, July 25 to Sunday, July 27, 2025 concluding at 2:59pm.

CARRIED 4-0

Development Permit 06-20225

12354

Resolution #12354

Moved by: Councillor Jones

RESOLVED that in accordance with the Town of Legal Land Use Bylaw, Section 9.10 – DC, Direct Control District, Council acting as the Development Authority in the making of decisions on development permits, approve the Development Permit #06-2025 for the proposed home-based businesses.

CARRIED 4-0

Centralta Community Centre Usage Request

12355

Resolution #12355

Moved by: Councillor Malott

RESOLVED that the Town of Legal approve, in accordance with the Joint Use Agreement between the ACFA and the Town of Legal, the Club 60 Roses' request to have access to the Centralta Community Center (gym, lobby, Chauvet Room and the kitchen space) as one of the 6 allotted Town supported functions for the Club 60 Roses' Community Fundraising Event scheduled for Saturday, May 10th, 2025, from 4:30pm to 11:30pm.

CARRIED 4-0

CLOSED SESSION

None.

ADJOURNMENT

12356

Resolution #12356

Moved by: Councillor Hills

RESOLVED that the meeting be adjourned at 8:11 P.M.

CARRIED 4-0

Mayor

Chief Administrative Officer

March 6, 2025

Carol Tremblay
Mayor
Legal, AB

Dear Carol,

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Morinville Detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

S/Sgt. Darcy McGunigal
Chief of Police
RCMP Morinville Detachment





Morinville RCMP 3rd Quarter Report

S/Sgt. Darcy McGunigal
Detachment Commander
Morinville R.C.M.P.



Royal Canadian Mounted Police Gendarmerie royale du Canada

6.2
Canada

Purpose

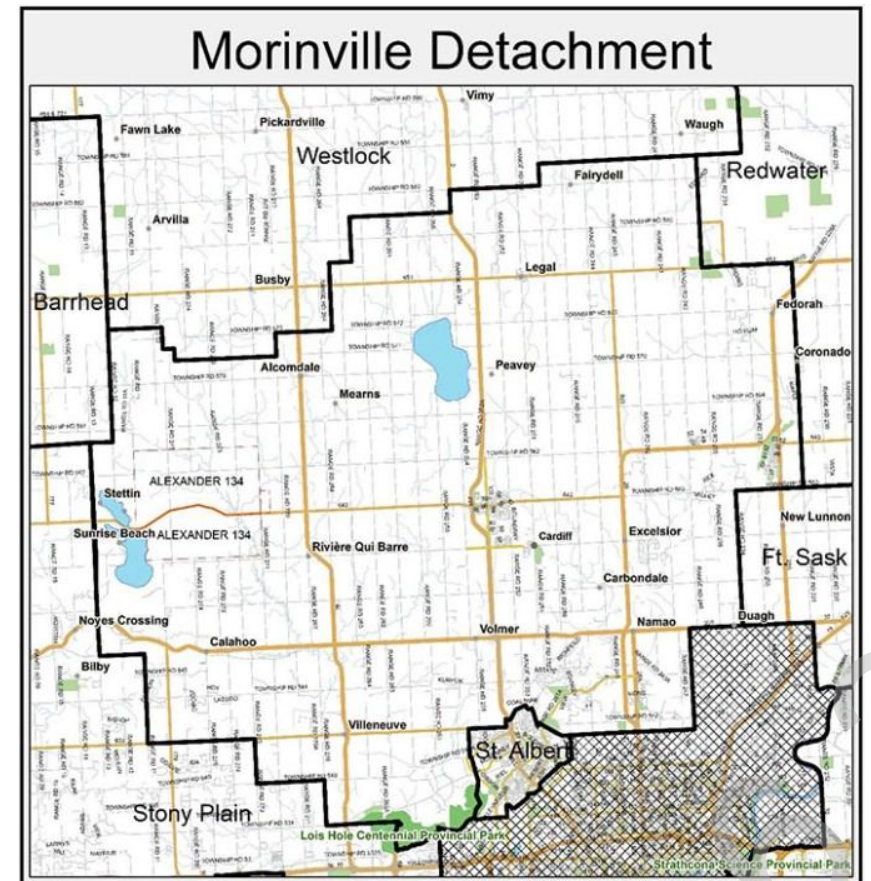
To provide an update to Council on the operations of the Morinville RCMP Detachment.



Jurisdiction and Call Volume

The Morinville R.C.M.P. Detachment provides 24-hour policing services to several municipalities and communities:

- Alexander First Nation
- Sturgeon County
- Town of Bon Accord
- Town of Gibbons
- Town of Legal
- Town of Morinville



Priorities

RCMP Morinville Detachment Priorities

- Crime Reduction
- Enhanced Awareness and Education
- Employee Wellness and Respect
- Enhanced Road Safety

Human Resources

Morinville Detachment is comprised of 40 personnel:

- 1 Staff Sergeant
- 1 Sergeant
- 5 Corporals
- 18 (+1) Constables including the School Resource Officer
- 4 Public Service Employees
- 4 Town of Morinville Full Time Employees
- 5 Town of Morinville Casual Employees
- 1 Reservist Constable

Officers are supported by Sturgeon Victim Services (9 in total) and 5 guards.

Morinville Detachment Crime Statistics

Town of Legal

OFFENCE	Quarter 3 (Oct 1 to Dec 31)	Quarter 3 (2023 Comparison)	Year to Date (April 1 to Dec 31)	Year to Date (2023 Comparison)
Spousal Abuse	0	0	5	8
Mental Health Act	0	1	7	11
RPACT Referrals	1	0	1	2
Break and Enter (Residential)	0	1	4	6
Break and Enter (Commercial)	0	0	4	3
Theft of Vehicles	1	2	5	9
Fraud	3	2	10	10
Suspicious Persons	6	6	22	21

Morinville Detachment Crime Statistics

Town of Legal

Total RCMP Calls for Service with the Town of Legal

Quarter 3 (Oct 1 to Dec 31): 47

Previous Quarter (July 1 to Sept 30): 79

Year to Date (April 1 to Dec 31): 188

2023 Quarter 3 Comparison (Oct 1 to Dec 31): 48

2023 Year to Date Comparison (April 1 to Dec 31): 217

Notable Investigations

September 4: 35 y.o. female arrested for residential break and enter and theft near Highway 643. Suspect identified through video surveillance.

September 8: 39 y.o. male arrested for possession of stolen vehicle on Highway 28A near Gibbons. Member located suspicious vehicle during a late night proactive patrol.

September 12: 15 y.o. boy and 12 y.o. boy arrested by members on Highway 28 in possession of a vehicle that had been stolen after a carjacking in Edmonton. Two butcher knives seized. Multiple charges laid for violating previous release conditions and illegal possession of weapons.

September 13: 49 y.o. male arrested in possession of stolen vehicle and drugs near Highway 261. Driver fled from police and arrested with assistance from police dog and air services.

September 22: 39 y.o. male and 36 y.o. female arrested at commercial break and enter in progress near Range Road 234 (alarm). Suspects fled from police and arrested with assistance from air services.

Notable Investigations

September 25: 41 y.o. male arrested intoxicated with a knife on Alexander First Nation, threatening police officers to shoot him. Members managed to arrest using OC spray and CEW.

November 1: Residential break in to a garage near Range Road 261. Suspect identified through fingerprints and charges pending.

November 5: 17 y.o. boy arrested for stealing vehicle from residence in Morinville. Suspect identified through surveillance.

November 16: 22 y.o. male arrested at a residence near Range Road 261 in possession of a vehicle stolen from Morinville earlier that day. Reported by third party. Convicted and sentenced to 60 days in custody.

November 19: 28 y.o. male arrested on Highway 28 in possession of vehicle stolen from Morinville. Located during proactive patrol. Suspect attempted to flee and arrested after use of spike belt.

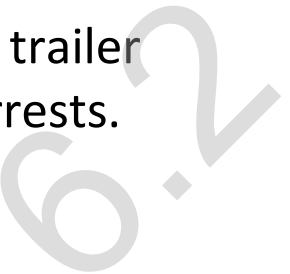
Notable Investigations

December 13: 38 y.o. male arrested after theft of vehicle near Range Road 252 as part of ongoing police investigation into recent auto thefts. Sentenced to 135 days in custody.

December 17: 45 y.o. male and 47 y.o. male arrested shortly after commercial break-in and theft of two vehicles near Range Road 254. Vehicles equipped with GPS security systems.

December 27: 46 y.o. male arrested soon after fleeing police who were proactively patrolling commercial properties in the Bon Accord area. 13 total charges against suspect including failing to comply with release conditions, resisting arrest, assaulting a police officer, and illegal possession of several firearms including a pump action shotgun.

December 27: 29 y.o. male and 26 y.o. female arrested after \$16,000 in tools were stolen from a trailer near Township Road 544. Search warrant later executed, resulting in recovery of property and arrests.



Community Engagement

- Sturgeon Rural Crime Watch Meetings
- Legal COP Presentations
- School Resource Officer Program
- 2024/25 RCMP School Liaisons
- Sturgeon Regional Positive Ticketing



Questions?





Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Morinville

Detachment Commander

S/Sgt. Darcy McGunigal

Report Date

March 4, 2025

Fiscal Year

2024-25

Quarter

Q3 (October - December)

Community Priorities

Priority #1: Safety - Property Crime

Updates and Comments:

Property Crime has seen a 20% year over year increase during this quarter, but a decrease of 14% when compared to the previous 5 years. Vehicle thefts have seen a notable increase this quarter from 18 to 30. Targeted investigative efforts have been organized to reverse this trend. Vehicle thefts remain 3% below the 5 year average.

Priority #2: Employee Wellness - Engagement

Updates and Comments:

The general duty watches and GIS unit all participated in instances of team building in Q3. Some groups held holiday dinners after work hours, other maintained on-shift routines, such as breakfast on Sunday day shifts. All targets met in Q3.

Priority #3: Community Engagement

Updates and Comments:

In total, a S/Sgt. And Sgt. attended 3 Coffee with A Cop's this quarter with a few more already been planned for this next quarter. Also, a variety of other meetings such as town councils, rural crime watch groups, band council meetings and others have been completed. Each time we attend these meetings, good and open discussions are had on current issues surrounding our town and county.





Priority #4: Traffic - Safety (motor vehicles, roads)

Updates and Comments:

Motor vehicle collisions are down almost across the board. Q3 saw a year over year decrease of 75% in fatal collisions, 47% in injury collisions, and 32% in reportable damage collisions. Total motor vehicle collisions in Q3 are down 27% year over year and 16% compared to the 5 year average.

Priority #5: Police / Community Relations - Police Visibility

Updates and Comments:

Members took 91 calls on Alexander First Nation this quarter with many of these files involved collaborative efforts with AFN Security to address safety on the reserve.

Members helped address safety concerns on AFN by:

- (1) Internet safety presentation prepared / delivered by NAICE and a Constable to AFN school students;
- (2) Another constable is still looking into note taking course for AFN Security; and
- (3) Possible EJM on the horizon for church arson file that GIS will likely take part in.

On-going efforts have been made to increase detachment presence and safety of AFN citizens on the reserve.





Community Consultations

Consultation #1

Date	Meeting Type
November 8, 2024	Community Connection
Topics Discussed	
General Discussion on Policing	
Notes/Comments:	
Calahoo Fire Hall	

Consultation #2

Date	Meeting Type
December 3, 2024	Town Hall
Topics Discussed	
Policing Priorities	
Notes/Comments:	
Riviere Qui Barre	

Consultation #3

Date	Meeting Type
December 4, 2024	Community Connection
Topics Discussed	
General Discussion on Policing	
Notes/Comments:	
Coronado Hall	





Consultation #4

Date	Meeting Type
December 5, 2024	Town Hall
Topics Discussed	
Policing Priorities	
Notes/Comments:	
Cardiff Hall	





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	16	14	3	0
Detachment Support	4	4	0	0

Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the 16 established positions, 14 officers are currently working. There are three officers on special leave (two Medical and one Parental leave). One of these positions is backfilled to ensure coverage. There is one position with two officers assigned to that position. There is no hard vacancy at this time.

Detachment Support: Of the four established positions, four resources are currently working with none on special leave. There is no hard vacancy at this time.



Morinville Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	2	0	0	N/A	N/A	0.0
Robbery		2	0	0	2	0	-100%	-100%	-0.2
Sexual Assaults		7	13	8	7	7	0%	0%	-0.6
Other Sexual Offences		2	4	1	1	3	50%	200%	-0.1
Assault		35	39	47	38	43	23%	13%	1.5
Kidnapping/Hostage/Abduction		0	0	2	4	0	N/A	-100%	0.4
Extortion		0	1	0	2	0	N/A	-100%	0.1
Criminal Harassment		8	6	8	19	7	-13%	-63%	1.1
Uttering Threats		12	17	23	20	10	-17%	-50%	-0.1
TOTAL PERSONS		66	80	91	93	70	6%	-25%	2.1
Break & Enter		34	30	31	34	31	-9%	-9%	-0.2
Theft of Motor Vehicle		31	32	28	18	30	-3%	67%	-1.6
Theft Over \$5,000		9	7	4	6	5	-44%	-17%	-0.9
Theft Under \$5,000		58	38	66	39	44	-24%	13%	-2.7
Possn Stn Goods		42	28	14	23	31	-26%	35%	-2.7
Fraud		28	21	21	25	26	-7%	4%	0.0
Arson		3	1	5	2	2	-33%	0%	-0.1
Mischief - Damage To Property		46	44	47	23	36	-22%	57%	-4.1
Mischief - Other		26	22	32	29	33	27%	14%	2.1
TOTAL PROPERTY		277	223	248	199	238	-14%	20%	-10.2
Offensive Weapons		15	10	8	7	6	-60%	-14%	-2.1
Disturbing the peace		11	6	6	15	20	82%	33%	2.7
Fail to Comply & Breaches		18	15	29	12	19	6%	58%	-0.1
OTHER CRIMINAL CODE		17	18	14	17	13	-24%	-24%	-0.9
TOTAL OTHER CRIMINAL CODE		61	49	57	51	58	-5%	14%	-0.4
TOTAL CRIMINAL CODE		404	352	396	343	366	-9%	7%	-8.5

6.2



Morinville Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	6	0	3	3	0%	0%	-0.3
Drug Enforcement - Trafficking		0	3	0	2	4	N/A	100%	0.7
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		4	9	0	5	7	75%	40%	0.2
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		6	0	4	4	0	-100%	-100%	-0.8
TOTAL FEDERAL		10	9	4	9	7	-30%	-22%	-0.6
Liquor Act		4	5	2	7	8	100%	14%	1.0
Cannabis Act		1	3	1	5	5	400%	0%	1.0
Mental Health Act		44	43	25	42	33	-25%	-21%	-2.3
Other Provincial Stats		62	42	42	72	70	13%	-3%	4.6
Total Provincial Stats		111	93	70	126	116	5%	-8%	4.3
Municipal By-laws Traffic		0	0	1	0	1	N/A	N/A	0.2
Municipal By-laws		9	12	5	9	13	44%	44%	0.5
Total Municipal		9	12	6	9	14	56%	56%	0.7
Fatals		1	4	2	4	1	0%	-75%	0.0
Injury MVC		23	16	18	34	18	-22%	-47%	0.8
Property Damage MVC (Reportable)		119	144	146	131	89	-25%	-32%	-7.3
Property Damage MVC (Non Reportable)		15	33	17	13	24	60%	85%	-0.2
TOTAL MVC		158	197	183	182	132	-16%	-27%	-6.7
Roadside Suspension - Alcohol (Prov)		2	19	7	14	9	350%	-36%	0.9
Roadside Suspension - Drugs (Prov)		0	0	1	4	1	N/A	-75%	0.6
Total Provincial Traffic		702	807	664	583	583	-17%	0%	-46.2
Other Traffic		2	4	3	1	2	0%	100%	-0.3
Criminal Code Traffic		55	34	16	20	20	-64%	0%	-8.4
Common Police Activities									
False Alarms		17	30	16	13	19	12%	46%	-1.3
False/Abandoned 911 Call and 911 Act		45	41	2	16	16	-64%	0%	-8.3
Suspicious Person/Vehicle/Property		134	124	114	132	118	-12%	-11%	-2.4
Persons Reported Missing		16	17	16	11	7	-56%	-36%	-2.4
Search Warrants		1	1	0	0	0	-100%	N/A	-0.3
Spousal Abuse - Survey Code (Reported)		58	57	60	35	40	-31%	14%	-5.8
Form 10 (MHA) (Reported)		3	5	1	3	1	-67%	-67%	-0.6



Morinville Provincial Detachment
Crime Statistics (Actual)
January to December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	1	3	2	4	N/A	100%	0.9
Robbery		7	5	0	7	1	-86%	-86%	-1.0
Sexual Assaults		26	49	34	37	18	-31%	-51%	-2.8
Other Sexual Offences		8	22	9	20	9	13%	-55%	0.0
Assault		173	173	174	163	197	14%	21%	3.8
Kidnapping/Hostage/Abduction		5	3	4	6	0	-100%	-100%	-0.7
Extortion		2	3	6	6	7	250%	17%	1.3
Criminal Harassment		39	34	37	68	60	54%	-12%	7.6
Uttering Threats		57	67	72	76	66	16%	-13%	2.7
TOTAL PERSONS		317	357	339	385	362	14%	-6%	11.8
Break & Enter		155	129	111	133	131	-15%	-2%	-4.4
Theft of Motor Vehicle		126	120	109	104	106	-16%	2%	-5.6
Theft Over \$5,000		22	26	19	20	27	23%	35%	0.4
Theft Under \$5,000		242	198	213	182	171	-29%	-6%	-15.8
Possn Stn Goods		150	120	64	112	89	-41%	-21%	-13.0
Fraud		79	97	90	114	119	51%	4%	9.7
Arson		9	13	14	7	8	-11%	14%	-0.8
Mischief - Damage To Property		208	187	176	183	137	-34%	-25%	-14.6
Mischief - Other		107	123	100	122	122	14%	0%	2.9
TOTAL PROPERTY		1,098	1,013	896	977	910	-17%	-7%	-41.2
Offensive Weapons		50	26	25	25	35	-30%	40%	-3.1
Disturbing the peace		45	35	50	65	79	76%	22%	9.8
Fail to Comply & Breaches		73	79	98	90	68	-7%	-24%	0.1
OTHER CRIMINAL CODE		44	62	63	68	69	57%	1%	5.6
TOTAL OTHER CRIMINAL CODE		212	202	236	248	251	18%	1%	12.4
TOTAL CRIMINAL CODE		1,627	1,572	1,471	1,610	1,523	-6%	-5%	-17.0



Morinville Provincial Detachment
Crime Statistics (Actual)
January to December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	2	0	0	0	N/A	N/A	-0.2
Drug Enforcement - Possession		12	12	8	8	10	-17%	25%	-0.8
Drug Enforcement - Trafficking		5	14	7	5	11	120%	120%	0.3
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		18	28	15	13	21	17%	62%	-0.9
Cannabis Enforcement		1	0	0	1	1	0%	0%	0.1
Federal - General		12	12	16	14	13	8%	-7%	0.4
TOTAL FEDERAL		31	40	31	28	35	13%	25%	-0.4
Liquor Act		30	29	17	21	30	0%	43%	-0.8
Cannabis Act		11	5	3	11	10	-9%	-9%	0.4
Mental Health Act		166	183	160	162	149	-10%	-8%	-5.5
Other Provincial Stats		261	258	234	238	304	16%	28%	6.6
Total Provincial Stats		468	475	414	432	493	5%	14%	0.7
Municipal By-laws Traffic		2	6	8	4	7	250%	75%	0.8
Municipal By-laws		72	56	34	39	54	-25%	38%	-5.3
Total Municipal		74	62	42	43	61	-18%	42%	-4.5
Fatals		7	12	6	4	4	-43%	0%	-1.4
Injury MVC		71	61	85	79	66	-7%	-16%	0.8
Property Damage MVC (Reportable)		327	343	401	356	274	-16%	-23%	-9.3
Property Damage MVC (Non Reportable)		77	73	74	50	79	3%	58%	-1.9
TOTAL MVC		482	489	566	489	423	-12%	-13%	-11.8
Roadside Suspension - Alcohol (Prov)		2	48	30	39	47	2250%	21%	8.1
Roadside Suspension - Drugs (Prov)		0	2	1	5	2	N/A	-60%	0.7
Total Provincial Traffic		2,712	3,300	2,436	2,322	2,516	-7%	8%	-137.0
Other Traffic		27	15	21	12	6	-78%	-50%	-4.5
Criminal Code Traffic		207	155	88	76	91	-56%	20%	-31.1
Common Police Activities									
False Alarms		109	103	89	77	95	-13%	23%	-5.4
False/Abandoned 911 Call and 911 Act		166	146	5	31	44	-73%	42%	-35.9
Suspicious Person/Vehicle/Property		575	564	439	507	561	-2%	11%	-8.5
Persons Reported Missing		65	55	71	38	44	-32%	16%	-5.9
Search Warrants		7	2	1	0	1	-86%	N/A	-1.4
Spousal Abuse - Survey Code (Reported)		230	223	223	205	201	-13%	-2%	-7.6

TOWN OF LEGAL
Financial Information
Year Ended December 31, 2024

Draft for discussion purposes only

TOWN OF LEGAL
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Year Ended December 31, 2024

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Town of Legal is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Financial Report. Management believes that the financial statements present fairly the Town's financial position as at December 31, 2024 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

The Town Council carries out its responsibilities for review of the financial statements principally through its Council Meetings. This Council meets annually with management and external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Council with and without the presence of management. The Town Council has approved the financial statements.

The financial statements have been audited by Friesen Viney Stasiuk, Chartered Professional Accountants, independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Town's financial statements.

Chief Administrative Officer

March 17, 2025

Legal, Alberta

Finance Assistant

March 17, 2025

Legal, Alberta

INDEPENDENT AUDITOR'S REPORT

To the Members of Town of Legal

Opinion

We have audited the financial statements of Town of Legal, which comprise the statement of financial position as at December 31, 2024, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Town of Legal as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Town in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

(continues)

Independent Auditor's Report to the To the Members of Town of Legal (continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

Debt Limit Regulation: In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Town's debt limit can be found in Note 8.

Westlock, Alberta
March 17, 2025

FRIESEN VINEY STASIUK
CHARTERED PROFESSIONAL ACCOUNTANTS

6.3

TOWN OF LEGAL
Statement of Financial Position
December 31, 2024

	2024	2023
FINANCIAL ASSETS		
Cash and temporary investments <i>(Note 2)</i>	\$ 8,400,004	\$ 4,700,787
Trade and other receivables <i>(Note 3)</i>	410,274	249,445
Taxes and grants in place of taxes receivable <i>(Note 4)</i>	<u>39,577</u>	<u>53,722</u>
	<u>\$ 8,849,855</u>	<u>\$ 5,003,954</u>
LIABILITIES		
Accounts payable and accrued liabilities	\$ 1,941,794	\$ 361,023
Wages payable <i>(Note 6)</i>	72,706	67,493
Deferred revenue <i>(Note 5)</i>	1,617,096	274,683
Holdbacks payable	607,120	-
Asset retirement obligation <i>(Note 6)</i>	527,123	542,756
Long term debt <i>(Note 7)</i>	<u>-</u>	<u>302,518</u>
	<u>4,765,839</u>	<u>1,548,473</u>
NET FINANCIAL ASSETS	<u>4,084,016</u>	<u>3,455,481</u>
NON-FINANCIAL ASSETS		
Tangible capital assets <i>(Schedule 2)</i>	17,428,449	11,431,132
Prepaid expenses	<u>2,533</u>	<u>4,299</u>
	<u>17,430,982</u>	<u>11,435,431</u>
ACCUMULATED SURPLUS	<u>\$ 21,514,998</u>	<u>\$ 14,890,912</u>
CONTINGENCIES <i>(Note 13)</i>		
COMMITMENT <i>(Note 14)</i>		

TOWN OF LEGAL
Statement of Operations
Year Ended December 31, 2024

	Budget (unaudited)	2024	2023
REVENUE			
Net municipal taxes(<i>Schedule 3</i>)	\$ 1,215,046	\$ 1,214,797	\$ 1,173,596
User fees and sales of goods	696,485	703,988	713,251
Government transfers for operating	523,044	509,085	753,540
Rental revenue	117,200	113,990	166,774
Investment income	200,000	176,042	182,091
Franchise revenue	213,546	227,212	180,945
Penalties and costs on taxes	18,500	24,709	23,492
Licenses and permits	33,700	28,933	16,050
Other	270,420	46,731	4,068
Total Operating Revenue	3,287,941	3,045,487	3,213,807
EXPENSES			
Legislative	95,010	101,689	94,044
Administration	726,913	707,690	707,089
Protective Services	183,469	181,662	156,530
Roads, streets, walks, lighting	292,858	268,998	275,072
Water supply and distribution	352,836	306,938	402,731
Wastewater treatment and disposal	82,226	63,088	65,393
Waste management	79,260	81,454	78,498
Family and community support	66,957	65,174	69,104
Land use planning, zoning and development	50,000	31,189	21,871
Health and safety	33,765	28,946	31,229
Parks and recreation	609,600	412,223	449,971
Culture	25,755	25,748	24,814
Amortization of tangible capital assets (unbudgeted)	568,917	568,917	546,579
Total Operating Expenses	3,167,566	2,843,716	2,922,925
EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS	120,375	201,771	290,882
CAPITAL INCOME			
Government transfers for capital	6,014,360	6,422,315	484,085
Other local group	-	-	3,500
	6,014,360	6,422,315	487,585
EXCESS OF REVENUE OVER EXPENSES	6,134,735	6,624,086	778,467
ACCUMULATED SURPLUS - BEGINNING OF YEAR	14,890,912	14,890,912	14,112,445
ACCUMULATED SURPLUS - END OF YEAR	\$ 21,025,647	\$ 21,514,998	\$ 14,890,912

TOWN OF LEGAL
Statement of Changes in Net Financial Assets
Year Ended December 31, 2024

	Budget (Unaudited)	2024	2023
(DEFICIENCY) EXCESS OF REVENUE OVER EXPENSES	\$ 6,134,735	\$ 6,624,086	\$ 778,467
Acquisition of tangible capital assets	(6,469,884)	(6,566,234)	(1,060,104)
Proceeds on disposal of tangible capital assets	12,000	12,000	33,500
Amortization of tangible capital assets (unbudgeted)	568,917	568,917	546,578
Gain on disposal of tangible capital assets (unbudgeted)	(12,000)	(12,000)	(33,500)
	(5,900,967)	(5,997,317)	(513,526)
Acquisition of prepaid expenses (unbudgeted)	1,766	1,766	2,402
INCREASE/(DECREASE) IN NET FINANCIAL ASSETS	235,534	628,535	267,343
NET FINANCIAL ASSETS - BEGINNING OF YEAR	3,455,481	3,455,481	3,188,138
NET FINANCIAL ASSETS - END OF YEAR	\$ 3,691,015	\$ 4,084,016	\$ 3,455,481

TOWN OF LEGAL
Statement of Cash Flows
Year Ended December 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 6,624,086	\$ 778,467
Items not affecting cash:		
Amortization of tangible capital assets	568,917	546,578
Gain on disposal of tangible capital assets	(12,000)	(33,500)
	<u>7,181,003</u>	<u>1,291,545</u>
Changes in non-cash working capital:		
Trade and other receivables	(160,829)	(158,459)
Taxes and grants in place of taxes receivable	14,145	(7,154)
Accounts payable and accrued liabilities	1,580,771	217,602
Wages payable	5,213	(27,189)
Deferred revenue	1,342,413	178,109
Holdbacks payable	607,120	-
Asset retirement obligation	(15,633)	542,757
Prepaid expenses	1,766	2,402
	<u>3,374,966</u>	<u>748,068</u>
Cash flow from operating activities	<u>10,555,969</u>	<u>2,039,613</u>
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(6,566,234)	(1,060,104)
Proceeds on disposal of tangible capital assets	12,000	33,500
Cash flow used by investing activities	<u>(6,554,234)</u>	<u>(1,026,604)</u>
FINANCING ACTIVITY		
Long term debt repaid	<u>(302,518)</u>	<u>(299,993)</u>
Net change in cash and cash equivalents during the year	3,699,217	713,016
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>4,700,787</u>	<u>3,987,771</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 8,400,004</u>	<u>\$ 4,700,787</u>

TOWN OF LEGAL
Schedule of Changes in Accumulated Surplus
Year Ended December 31, 2024

(Schedule 1)

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2024	2023
BALANCE, BEGINNING OF YEAR	\$ 1,784,816	\$ 2,520,238	\$ 10,585,858	\$ 14,890,912	\$ 14,112,445
Excess (deficiency) of revenues over expenses	6,624,086	-	-	6,624,086	778,467
Unrestricted funds designated for future use	(548,537)	548,537	-	-	-
Restricted funds used for operations	304,425	(304,425)	-	-	-
Restricted funds used for capital	-	(143,918)	143,918	-	-
Current year funds used for tangible capital assets	(6,422,316)	-	6,422,316	-	-
Annual amortization expense	568,917	-	(568,917)	-	-
Repayment of long term debt	(302,518)	-	302,518	-	-
Asset retirement obligation	(28,490)	-	28,490	-	-
Accretion expense	12,857	-	(12,857)	-	-
BALANCE, END OF YEAR	\$ 1,993,240	\$ 2,620,432	\$ 16,901,326	\$ 21,514,998	\$ 14,890,912

TOWN OF LEGAL
Schedule of Tangible Capital Assets
Year Ended December 31, 2024

(Schedule 2)

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2024	2023
COST:								
BALANCE, BEGINNING OF YEAR	\$ 207,458	\$ 1,085,165	\$ 3,854,910	\$ 17,071,931	\$ 1,376,383	\$ 703,111	\$ 24,298,958	\$ 23,285,066
Acquisitions	-	-	-	-	26,354	167,565	193,919	592,461
ARO additions	-	-	-	-	-	-	-	467,643
Disposals	-	-	-	-	-	(116,642)	(116,642)	(46,212)
Acquisitions - not available for use	-	-	6,372,315	-	-	-	6,372,315	-
BALANCE, END OF YEAR	207,458	1,085,165	10,227,225	17,071,931	1,402,737	754,034	30,748,550	24,298,958
ACCUMULATED AMORTIZATION:								
BALANCE, BEGINNING OF YEAR	-	654,934	2,374,489	8,390,690	890,776	556,937	12,867,826	12,367,460
Annual amortization	-	40,446	156,069	276,385	54,605	41,412	568,917	546,578
Accumulated amortization on disposals	-	-	-	-	-	(116,642)	(116,642)	(46,212)
BALANCE, END OF YEAR	-	695,380	2,530,558	8,667,075	945,381	481,707	13,320,101	12,867,826
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	\$ 207,458	\$ 389,785	\$ 7,696,667	\$ 8,404,856	\$ 457,356	\$ 272,327	\$ 17,428,449	\$ 11,431,132

TOWN OF LEGAL
Schedule of Property and Other Taxes
Year Ended December 31, 2024

(Schedule 3)

	Budget (Unaudited)	2024	2023
TAXATION			
Residential land and improvements	\$ 1,367,528	\$ 1,367,528	\$ 1,327,870
Non residential land and improvements	167,477	167,092	163,010
Linear property	37,349	37,349	34,965
Farmland	1,545	1,545	1,519
Machinery and equipment	2,274	2,274	3,421
	<u>1,576,173</u>	<u>1,575,788</u>	<u>1,530,785</u>
REQUISITIONS			
Alberta School Foundation Fund	349,267	349,267	345,293
Seniors Lodge	11,724	11,724	11,896
Designated Industrial Properties	136	-	-
	<u>361,127</u>	<u>360,991</u>	<u>357,189</u>
NET MUNICIPAL TAXES	<u>\$ 1,215,046</u>	<u>\$ 1,214,797</u>	<u>\$ 1,173,596</u>

TOWN OF LEGAL
Schedule of Government Transfers
Year Ended December 31, 2024

(Schedule 4)

	Budget (Unaudited)	2024	2023
TRANSFERS FOR OPERATING:			
Federal Government	\$ -	\$ 34,610	\$ 6,120
Provincial Government	190,157	141,588	424,099
Local Government	332,887	332,887	323,321
	523,044	509,085	753,540
TRANSFERS FOR CAPITAL:			
Federal Government	5,014,360	6,052,275	398,019
Provincial Government	1,000,000	370,040	86,066
	6,014,360	6,422,315	484,085
TOTAL GOVERNMENT TRANSFERS	\$ 6,537,404	\$ 6,931,400	\$ 1,237,625

TOWN OF LEGAL
Schedule of Expenses by Object
Year Ended December 31, 2024

(Schedule 5)

	Budget (Unaudited)	2024	2023
CONSOLIDATED EXPENSES BY OBJECT			
Salaries, wages and benefits	\$ 1,142,122	\$ 1,089,047	\$ 1,140,172
Contracted and general services	694,715	590,878	599,229
Materials, goods, supplies and utilities	723,650	544,862	519,868
Transfers to local boards and agencies	36,255	35,993	38,269
Interest on long term debt	1,907	1,162	3,694
Amortization expense (unbudgeted)	568,917	568,917	546,579
Accretion expense (unbudgeted)	-	12,857	75,114
	<u>\$ 3,167,566</u>	<u>\$ 2,843,716</u>	<u>\$ 2,922,925</u>

TOWN OF LEGAL
Schedule of Segmented Disclosure
Year Ended December 31, 2024

(Schedule 6)

	General Government	Protective Services	Transportation Services	FCSS	Recreation & Culture	Environmental Services	Other	2024
REVENUE:								
Net municipal taxes	\$ 1,214,797	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,214,797
Government transfers	108,350	-	-	33,238	367,497	-	-	509,085
User fees and sales of goods	3,530	5,400	20,749	2,889	14,240	657,180	-	703,988
Investment income	176,042	-	-	-	-	-	-	176,042
Rental revenue	-	10,199	-	-	103,791	-	-	113,990
Other revenues	276,864	5,424	-	-	36,905	8,392	-	327,585
	1,779,583	21,023	20,749	36,127	522,433	665,572	-	3,045,487
EXPENSES:								
Salaries & wages	555,713	-	87,146	39,018	239,633	144,025	23,512	1,089,047
Contract & general services	191,943	165,903	32,820	24,043	50,851	93,238	32,080	590,878
Goods & supplies	51,838	13,380	148,623	2,114	113,311	211,054	4,542	544,862
Transfers to local boards	7,741	-	-	-	28,252	-	-	35,993
Other expenses	2,143	2,378	410	-	6,027	3,061	-	14,019
	809,378	181,661	268,999	65,175	438,074	451,378	60,134	2,274,799
NET REVENUE, BEFORE AMORTIZATION	970,205	(160,638)	(248,250)	(29,048)	84,359	214,194	(60,134)	770,688
Capital transfers	-	-	-	-	6,422,315	-	-	6,422,315
Amortization expense	(8,826)	(19,036)	(206,939)	-	(170,227)	(163,889)	-	(568,917)
	(8,826)	(19,036)	(206,939)	-	6,252,088	(163,889)	-	5,853,398
NET REVENUE	\$ 961,379	\$ (179,674)	\$ (455,189)	\$ (29,048)	\$ 6,336,447	\$ 50,305	\$ (60,134)	\$ 6,624,086

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Legal are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Town of Legal are as follows:

a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town of Legal and are, therefore, accountable to the Town Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

The budget amounts presented on the statement of operations are taken from the Town's annual budget prepared in 2024. Certain budget amounts have been reclassified to conform to the current year's financial statement presentation.

c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates. Accounts with estimates include amortization and deferred revenue.

(continues)

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

d) Financial instruments policy

The Town's financial assets and liabilities are measured as follows:

Cash - cost and amortized cost

Taxes and grants in place of taxes - lower of cost or net recoverable value

Accounts receivable - lower of cost or net recoverable value

Accounts payable and accrued liabilities - cost

Transaction costs

Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in net income in the period incurred. Transactions costs related to financial instruments subsequently measured at amortized cost are included in the original cost of the assets or liability and recognized in net income over the life of the instrument using the straight-line method.

Impairment

For financial assets measured at cost or amortized cost, the Town determines whether there are indications for possible impairment. When there is an indication of impairment, and the Town determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in net income. A previously recognized impairment loss may be reversed to the extent of the improvements. The carrying amount of the financial assets may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income. Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets are reported at amortized costs, and tested for impairment at each reporting date. Transactions costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

e) Cash and temporary investments

Cash consists of cash on hand, cash kept in the bank accounts, and short term investments of the Town.

f) Long term Debt

Long term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long term debt is subsequently measured at amortized cost.

(*continues*)

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

g) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

g) Cloud Computing Arrangements

On January 1, 2024 the Town adopted the new AcG-20, Customer's Accounting for Cloud Computing arrangements, which provides indications on the accounting treatment for expenses for expenses related to a customer's cloud computing arrangement and whether there is a software intangible asset in the arrangement. On inception of a cloud computing arrangement, the Town has elected to recognize the expenses related to such arrangements under the simplification measure. These expenses are treated as a supply of services and recognized as the Town receives the services. Implementation costs were and continue to be expensed as incurred.

The total amount expensed for cloud computing arrangements in 2024 was \$2,550 (2023 - \$2,550)

h) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

i) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

(*continues*)

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

j) Asset Retirement

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the Town to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made. The best estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year end. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

At each financial reporting date, the Town reviews the carrying amount of the liability. The Town recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The Town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

k) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

l) Revenue Recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the Town has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits are recognized as revenue on issuance.

(*continues*)

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

j) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	15 to 20 years	straight-line method
Buildings	10 to 50 years	straight-line method
Engineered structures	10 to 75 years	straight-line method
Machinery and equipment	5 to 20 years	straight-line method
Vehicles	3 to 25 years	straight-line method

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expense as incurred.

iv. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets.

k. Future Accounting Standard Pronouncements

The following summarizes upcoming changes to Canadian public sector accounting standards. In 2025 the Town will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption may vary, certain standards must be adopted concurrently.

Conceptual Frameworks for Financial Reporting

The conceptual framework is the foundation for principles-based audits. It is a coherent set of interrelated objectives and fundamentals leading to consistent standards or application of consistent concepts in the absence of specific standards.

Financial Statement Presentation

PS1202, Financial Statement Presentation, will replace PS1201 and sets out the general and specific requirements of the presentation of financial information and is based on the concepts in the conceptual framework.

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

2. CASH AND TEMPORARY INVESTMENTS

	2024	2023
Cash and temporary investments	\$ 8,400,004	\$ 4,700,787

Council has designated \$2,620,432 (2023 - \$2,520,238) of cash for future operating and capital reserves.

Included in cash and temporary investments is a restricted amount of \$1,617,096 (2023 - \$274,683) received from the provincial government and others, held exclusively for a variety of capital and operating projects.

The Town does not have any temporary investments at December 31, 2024.

3. TRADE AND OTHER RECEIVABLES

	2024	2023
Receivables from other governments	\$ 358,579	\$ 221,400
Trade accounts receivable	45,874	21,692
Utilities receivable	5,821	6,353
	\$ 410,274	\$ 249,445

4. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLE

	2024	2023
Taxes and grants in place of taxes	\$ 25,155	\$ 39,361
Arrears of Property Taxes Receivable	14,422	14,361
	\$ 39,577	\$ 53,722

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

5. DEFERRED REVENUE

	2024	2023
Community Facility Enhancement Program	\$ 713,607	\$ -
Green and Inclusive Community Buildings Program	413,869	260,524
Local Government Fiscal Framework	353,688	-
Canada Community Building Fund	121,773	-
Other Local Contributions	7,659	7,659
Alberta Bilingual Municipality Association	6,500	6,500
	\$ 1,617,096	\$ 274,683

The Community Facility Enhancement Program provided \$1,000,000 through the Sturgeon Hockey Club for use towards the arena retrofit project. As of December 31, 2024, \$713,607 is remaining, which is expected to be used in the 2025 fiscal year.

The Green and Inclusive Community Buildings Program is providing a significant amount of funding towards the arena retrofit project. In 2024 advance payments totalling \$6,156,392 were received. As of December 31, 2024, there was \$413,869 remaining from these payments, which will be fully utilized in the 2025 fiscal year.

The Local Government Fiscal Framework (previously Municipal Sustainability Initiative) is providing funding towards capital projects in the Town. The 2024 allocation of \$353,688 has not been spent as of December 31, 2024, but will be used towards the arena retrofit project in the 2025 fiscal year.

The Canada Community Building Fund 2024 allocation of \$121,773 has not been spent as of December 31, 2024, and can be used towards either operating or capital expenditures.

The Other Local Revenues include monies remaining from local community groups that are to be used towards specific projects, such as upgrades to the community gazebo. Currently, there are no specific plans to use these funds in the foreseeable future.

The Alberta Bilingual Municipality Association funding was received in 2023 to upgrade street signs. This project has not been done and therefore the funds are being deferred until the project is completed.

6. ASSET RETIREMENT OBLIGATION

The Town owns buildings which contain asbestos and other hazardous materials, and therefore, the Town is legally required to perform abatement activities upon renovation or demolition of the buildings. Abatement activities include handling and disposing of the hazardous materials in a prescribed manner when it is disturbed. The estimated total liability of \$527,123 (2023 - \$542,756) is based on the sum of discounted future cash flows for abatement activities using a discount rate of 2.5%. As of December 31, 2024, the Town has not designated assets for settling the abatement activities.

	2024	2023
Opening balance	\$ 542,756	\$ -
Additions to ARO	-	467,642
Settlement of ARO	(28,490)	-
Accretion expense	12,857	75,114
	\$ 527,123	\$ 542,756

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

7. LONG TERM DEBT

	2024	2023
Province of Alberta loan bearing interest at 0.84% per annum, repayable in semi-annual blended payments of \$152,213.	\$ -	\$ 302,518

Interest on long term debt amounted to \$1,162 (2023 - \$3,694).

8. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Town of Legal be disclosed as follows:

	2024	2023
Total debt limit	\$ 4,568,231	\$ 4,820,711
Total debt	-	302,518
Amount of debt limit unused	4,568,231	4,518,193
Debt servicing limit	761,372	803,452
Debt servicing	-	304,425
Amount of debt servicing limit unused	\$ 761,372	\$ 499,027

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

9. EQUITY IN TANGIBLE CAPITAL ASSETS

	2024	2023
Tangible capital assets (<i>Schedule 2</i>)	\$ 30,748,550	\$ 24,298,958
Accumulated amortization (<i>Schedule 2</i>)	(13,320,101)	(12,867,826)
Long term debt (<i>Note 7</i>)	-	(302,518)
Asset retirement obligations (<i>Note 6</i>)	(527,123)	(542,756)
	\$ 16,901,326	\$ 10,585,858

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

10. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2024	2023
Unrestricted surplus	\$ 1,993,240	\$ 1,784,816
Restricted surplus		
Roads	489,042	437,355
Parks and recreation	768,860	615,823
General equipment replacement	530,690	548,660
Water, sewer, and waste management	781,840	918,400
Equity in tangible capital assets	16,901,326	10,585,858
	\$ 21,514,998	\$ 14,890,912

11. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary/ Contract Cost ¹	Benefits & allowances ²	2024 Total	2023 Total
Councillors:				
Hills, Patrick	\$ 13,413	\$ 747	\$ 14,160	\$ 12,064
Jones, Trina	16,936	1,166	18,102	15,173
Malott, Frederick	14,413	609	15,022	15,647
Mayor: Tremblay, Carolyn	14,938	1,158	16,096	14,728
Deputy Mayor: Beaton, Andrew	15,813	1,108	16,921	16,182
Chief Administrative Officer	163,134	13,549	176,683	182,442
Designated Officers (3)	55,799	5,454	61,253	151,345
	\$ 294,446	\$ 23,791	\$ 318,237	\$ 407,581

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

12. LOCAL AUTHORITIES PENSION PLAN

Employees of the Town of Legal participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Town of Legal is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 11.65% on pensionable earnings above this amount. Employees of the Town of Legal are required to make current service contributions of 7.45% of pensionable salary up to the year's maximum pensionable salary and 10.65% on pensionable salary above this amount.

Total current service contributions by the Town of Legal to the LAPP in 2024 were \$57,674 (2023 - \$54,636). Total current service contributions by the employees of the Town of Legal to LAPP in 2024 were \$51,125 (2023 - \$48,452).

At December 31, 2023, the LAPP disclosed an actuarial surplus of \$15.057 billion.

13. CONTINGENCIES

The Town of Legal is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town of Legal could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The Town of Legal has access to a line of credit of \$1,500,000 (2023 - \$350,000) and credit cards with an aggregate borrowing limit of \$30,500 (2023 - \$30,500).

14. COMMITMENTS

In 2024, the Town entered into a lease agreement for a photocopier. This agreement is for a 60 month term and will expire in 2029. The lease is \$320 plus GST per month. The lease has been classified as an operating lease for financial statement purposes.

15. CONTAMINATED SITES LIABILITY

The Town has adopted PS3260 Liability for Contaminated Sites. The Town did not identify any financial liabilities in 2024 (2023-nil) as a result of this standard.

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

16. FINANCIAL INSTRUMENTS

The Town is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Town's risk exposure and concentration as of December 31, 2024:

(a) Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Town is exposed to credit risk from customers. In order to reduce its credit risk, the Town utilizes sound collection policies. The Town has a significant number of customers which minimizes concentration of credit risk.

(b) Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Town is exposed to this risk mainly in respect of its receipts of funds from its customers and other related sources, and the ability to pay its accounts payable amounts as they come due.

Unless otherwise noted, it is management's opinion that the Town is not exposed to significant other price risks arising from these financial instruments.

17. SEGMENTED DISCLOSURE

The Town of Legal provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

TOWN OF LEGAL
Notes to Financial Information
Year Ended December 31, 2024

18. RELATED PARTY TRANSACTIONS

The following is a summary of the municipality's related party transactions:

	<u>2024</u>	<u>2023</u>
Rose Ridge Waste Management Services Commission		
Landfill usage expense	<u>\$ 21,759</u>	<u>\$ 19,628</u>

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

19. SUBSEQUENT EVENTS

The Town is pursuing funding up to \$5 million to aid in financing the Arena and Curling Rink Retrofit Project. Assuming certain criteria are met, this funding would be comprised of a loan with a forgivable portion.

20. BUDGET FIGURES

Budget figures are included for information purposes only and are not audited.

21. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

Community Services – March, 2025

Welcome to Legal Bags: 0

Upcoming Meetings/Training:

ECSS Training – April 7th

Regional Youth Positive Ticketing meeting – Morinville RCMP – April 3rd

Upcoming FCSS Programming:

Silly Sprouts Play (in partnership with Families First Society)- April 3 – June 12

Circle of Security (in partnership with Families First Society/Legal Library/Town) – April 17 – June 12

Seniors Silver Linings Workshops – April 9th Estate Planning & Wills

Home Alone for Kids – March 21st

Redcross Babysitter Training – March 27th

Parent Child Mother Goose (in partnership with Sturgeon Adult Learning/Town) April 8-June 3

Eggtopia Craft Class – April 14th

Emergency First Aid Training for TEENS – May 10th

Bike Safety Clinic (in partnership with SC Bylaw, ABHS, Legal School, Legal Public School, and Ecole Citadel) – May 13th

Past Events:

Seniors Silver Linings Workshop #1– the first of 3 workshops were held in Legal in partnership with the Club 60 Roses and Sturgeon County. This first workshop on February 5th featured a professional that spoke to the group about “Downsizing and Organizing”. 18 seniors were in attendance for this lunch and learn.

Youth Ski Trip – The beginning of February was very cold, but luckily the weather turned for us and we were able to hold our very successful youth ski trip to Tawatinaw Valley Ski Club! 30 kids attended along with 4 parent volunteers.

Coffee With a Cop – 20 people attended the community “Coffee with a Cop” event where the Morinville RCMP spoke on safety in Legal and the Sturgeon Region. Great discussions were had by the group on how they can help protect themselves and our community.

Seniors Silver Linings Workshop #2 – the 2nd workshop was held on March 5th and featured a speaker from Canada Revenue Agency. The feedback was excellent from the 18 seniors that attended. They learnt a lot of tips that they are able to apply to their taxes and it also gave them the opportunity to ask questions specific to their personal situation.

Upcoming Events:

Easter Egg Hunt – April 18th

8.3

Council Report March 17, 2025

Operation Supervisor

Public Works removed Christmas lights at the Town Office, Fire Hall.

Public Works checks the ice plant daily for the curling season.

Flusher Truck- Public Works had a CVI done on the truck at Roadrunners. Public Works noticed the rodder pump was leaking water out of it. We had a quote done to repair the pump at Joe Johnson Equipment.

Public Works renovated the bathroom in the Fire Hall upstairs (paint, new flooring, toilet and vanity)

Spring season - Public Works thawed out some culverts, completed a round of snow and ice removal on the streets. Cleaned out storm drains.

Public Works had a couple of sanitary services to be snaked and camera'd.

Public Works are doing maintenance on the outdoor rinks and keeping the walking trails safe.

Public Works joined Councils for 2 hours for the Council Workshop on February 24, 2025.



9.1

From: Tyler Gandam <president@abmunis.ca>
Sent: Friday, February 28, 2025 4:45 PM
To: Robert Proulx <rproulx@legal.ca>
Subject: ABmunis Preliminary Analysis on Alberta's 2025 Budget

Dear Mayors, Councillors, and CAOs:

Yesterday, the Government of Alberta released its budget for the 2025-26 fiscal year. As always, our ABmunis team analyzed the numbers and we are pleased to share the attached report that summarizes our Preliminary Analysis of Alberta's 2025 Budget and how it supports municipal governments and communities across Alberta.

If you were unable to attend our webinar on Budget 2025 today, you will have a chance to watch the recording that will be shared through [The Weekly](#) newsletter next week.

If you have any questions about our analysis, please email advocacy@abmunis.ca.

Thank you,

Tyler Gandam | President

E: president@abmunis.ca

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6644 | www.abmunis.ca



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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

9.1

Preliminary Analysis of Alberta's 2025 Budget



 **Alberta
Municipalities**
Strength
In Members

February 28, 2025

9.1

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Introduction

Alberta Municipalities is pleased to provide our members with this preliminary analysis of the 2025-26 Alberta Budget. This budget focuses on meeting the demands of growth and economic uncertainty. Municipalities provide the foundational infrastructure and services that support Alberta's population and economy. Our analysis examines how the provincial government is meeting the needs of municipalities and areas for improvement. It is our hope that this will lead to ongoing conversations between municipal councils and the Alberta Government on the various challenges facing communities.

What you will find in this document

This document includes ABmunis' preliminary analysis of Alberta's 2025-26 budget as it relates to:

- Municipal priorities,
- Details of provincial funding for municipal governments,
- Potential impacts on provincial education property taxes and municipal property taxes,
- Decisions that may impact the financial future of Alberta's municipal governments,
- A summary of the province's fiscal outlook, and
- Highlights of individual ministry business plans that most impact Albertans at the local level.

Priorities for Alberta's Municipal Governments

Infrastructure Funding

In 2011, the Government of Alberta was investing \$444 per Albertan in municipal infrastructure. In Budget 2025, that figure is estimated to be \$321 per Albertan, without considering the impact of inflation.¹

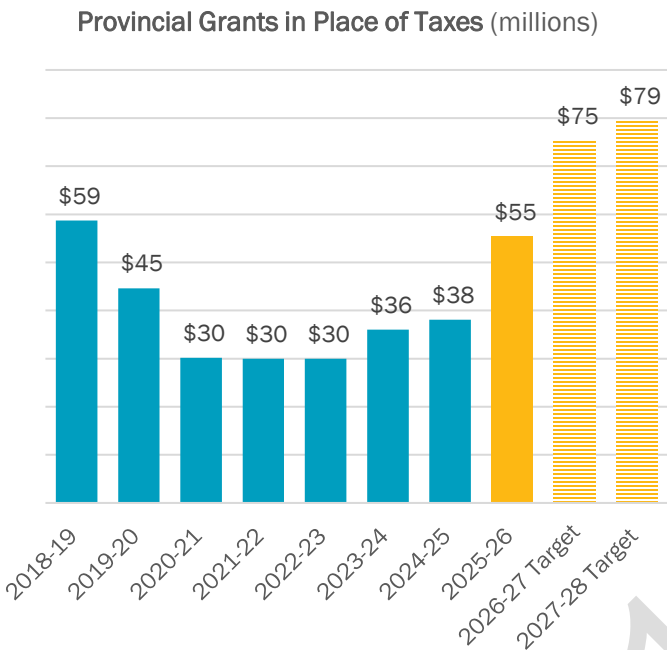
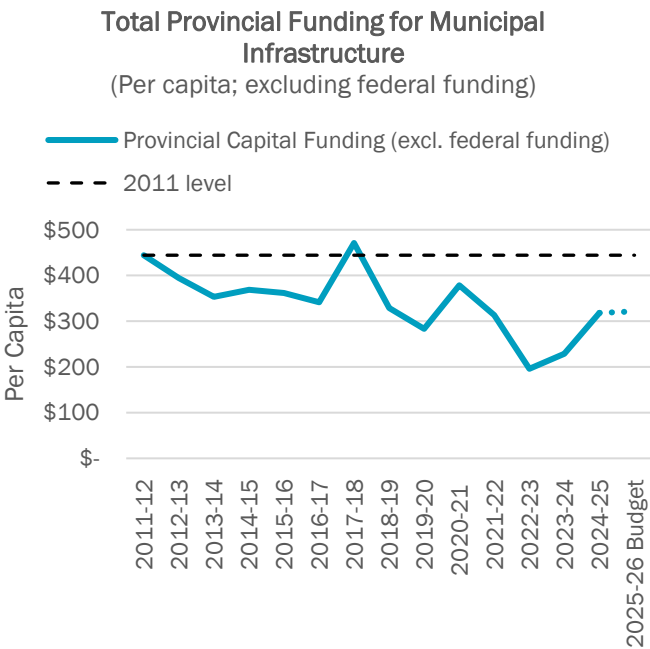
ABmunis acknowledges that the provincial programs that are available to most municipalities will increase by \$48 million in 2025-26, primarily due to the planned increase in the Local Government Fiscal Framework Capital program. However, we are concerned that the collective budget of provincial capital funding to municipalities, including one-time projects, is \$17 million lower than the 2024-25 budget. For example, in 2023 members adopted a resolution calling for the province to create a program to support high-growth communities. Therefore, we are disappointed that the province is discontinuing the short-lived Local Growth and Sustainability Grant. Further analysis of provincial infrastructure funding is provided in the Core Capital Funding for Municipalities section of this report.

Later this year, ABmunis will release findings of our new research that will provide the provincial government and Albertans a better picture of our current path for communities and the benefits of investing in infrastructure.

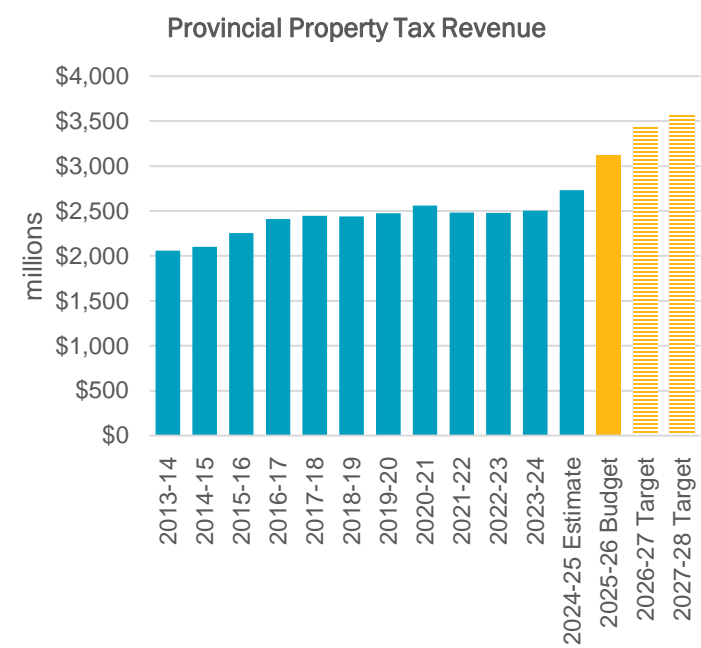
Grants in Place of Taxes (GIPOT)

In 2019-20, the Government of Alberta implemented a policy change whereby funding to municipalities for services to provincial properties would be cut to 50 per cent of the eligible property tax amount. This had an adverse impact on communities whose property owners were forced to cover the bill, while Albertans in other communities still benefited from provincial facilities such as hospitals, schools, and courthouses. ABmunis and our members made the case that the province should contribute its fair share to cover the infrastructure and services that municipalities provide to provincial properties, just like any other property owner. We are pleased the province listened: starting in 2025-26, GIPOT funding will be paid to municipalities at 75 per cent of the property tax amount that would be owed, equal to \$55 million. Next year it will increase to 100 per cent. We applaud the province for restoring this funding.

¹ Figures represent provincial capital funding programs plus specific projects funded outside of a program that municipalities receive directly. Figures for 2011 to 2024 are sourced based on reported actuals or year-end estimates in Alberta's annual Government Estimates reports and population numbers are based on Statistics Canada Table 17-10-0005-01, assuming a 2.5% increase in Alberta's population for 2025.



Provincial Property Taxes Increase



In last year’s budget, the province forecasted that revenue from provincial education property taxes would increase by \$123 million in 2025-26. However, the province has made a surprising move to increase education tax rates by 6.3 per cent on residential property and 6.4 per cent on non-residential property. This translates to a \$392 million (14.3 per cent) increase in tax revenue that the province will collect from homeowners and business property owners compared to 2024-25.

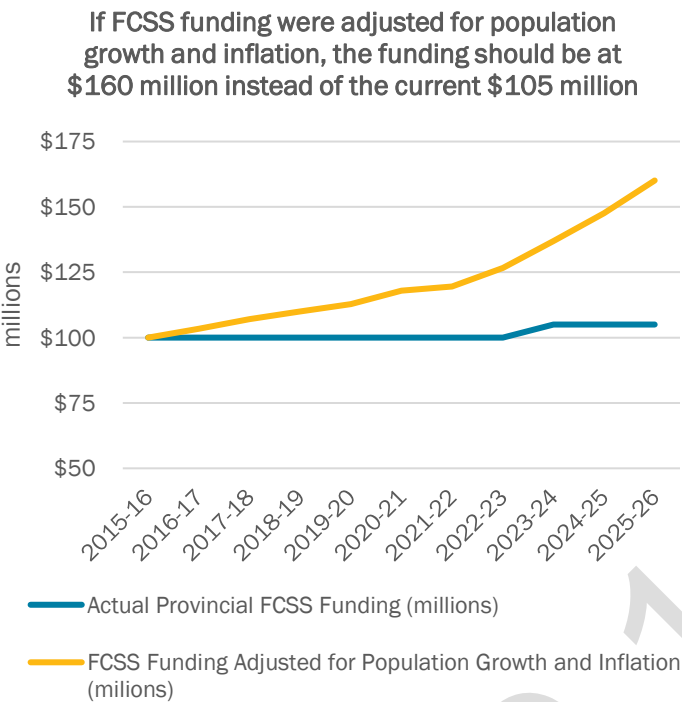
The increase represents a shift of the provincial tax burden onto the property tax base when the province has other more transparent and efficient revenue generation options. In contrast, property taxes are the main source of revenue for municipalities who are managing increased costs and expectations. As such, we continue to call on the province for adequate levels of operational and capital support from the provincial budget to ensure fair distribution of taxation to Albertans for critical and mandatory services.

Family and Community Support Services (FCSS)

ABmunis is concerned to see that funding for FCSS has remained stagnant at \$105 million for 2025-26. FCSS is an 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis Settlements. Under FCSS, communities design and deliver social programs that are preventive in nature to promote and enhance well-being among individuals, families and communities.

There are currently 210 local FCSS programs across Alberta providing services to 316 municipalities and Métis Settlements, most of which can be considered as “rural” or “small town.” According to a recent [University of Alberta report](#), 63 per cent of rural FCSS offices rely on municipal contributions, well over their required 20 per cent. Of those respondents whose municipalities overcontribute, almost 43 per cent estimated that the true contribution of their municipality is higher than 35 per cent of their FCSS program’s budget.

ABmunis has long advocated for FCSS funding to keep up with population growth and inflation. Last year, ABmunis members passed a [resolution](#) calling for the Government of Alberta to immediately increase provincial funding for FCSS to \$161.5 million in 2025 to account for Alberta’s growth and inflation. This would be an incredibly cost-effective investment because every dollar invested in preventive services saves \$7 to \$12 in future spending on justice, health care, and addiction.



Preliminary Analysis on Alberta's 2025 Budget

The graph above compares actual provincial FCCS funding over the past ten years to what funding amounts would be had funding kept pace with population growth and inflation. To maintain 2015 per capita FCCS funding levels while addressing these factors, the province would need to invest an additional \$55.1 million in the program.

In addition to stagnant FCCS funding, we note a 12.5 per cent decrease (\$2 million) in funding for Alberta's Community Initiative Program, and a 23 per cent (\$20 million) year-on-year decrease in preventative programs related to mental health and addictions. ABmunis is interested in the potential impact of these decreases.

Affordable and Seniors' Housing

Advocating for improved access to affordable housing, as well as the supports and services needed to maintain housing and prevent homelessness, is a strategic priority for ABmunis. The pressing need for investment in affordable housing is highlighted by the number of [related resolutions](#) recently passed by ABmunis members.

Budget 2025 allocates \$343 million to programs that support social, specialized, and affordable housing, including rental assistance. This is an increase of \$23 million (7.2 per cent) from 2024-25, and will address pressures in rental assistance from market conditions; support housing providers with operational pressures to maintain service quality; and support lodge operators providing housing to low-income seniors. The 2025 Capital Plan allocates \$1.1 billion over three years to enhance affordable housing and social supports across the province. Combined with related Capital Maintenance and Renewal (CMR) funding, \$1.2 billion is being allocated to housing and seniors' facilities.

The Government of Alberta released its [provincial affordable housing strategy](#) in November 2021. The primary goal of the provincial affordable housing strategy is to support up to 25,000 more households, an increase of 44 per cent. This will be accomplished by developing 13,000 additional affordable housing units and providing rent assistance to 12,000 more households. While ABmunis appreciates provincial efforts to increasing funding for affordable housing, this target will only meet the needs of 15 per cent of Alberta households living in need of core housing.

Mental Health and Addiction

Advocating for improvements to Alberta's mental health and addictions system, including evidence-based action to address opioid and methamphetamine use, is a strategic priority for ABmunis. ABmunis currently has [two active resolutions](#) related to advocacy on mental health and addiction.

ABmunis is pleased to see the province following through with its commitment to build 11 new recovery communities for Albertans seeking voluntary treatment for addiction or mental health issues. We also appreciate the following investments to help increase access to mental health services:

- \$4 million will be invested in 2025-26 to add additional mental health professional spaces in Alberta's post-secondary institutions. The Mental Health Professionals Enrollment Expansion grant program will support 12 institutions to create 761 new seats in high-demand mental health programs.
- \$61.9 million is allocated to improving access to mental health and addiction treatment services in police and correctional settings to help facilitate recovery for individuals interacting with the justice system.
- Increased operating funding to expand mental health classrooms from 20 to 60 for clinical support to students with complex mental health needs.

ABmunis notes mental health and addiction related preventive programming is seeing a \$20 million decrease in investments from \$87.1 million to \$67.1 million. ABmunis is interested in understanding whether this decrease in funding could impact community partners, as well as Albertans seeking services from these same community partners.

ABmunis also notes that Budget 2025 allocated \$207 million in capital funding over three years to develop two new, secure mental health and addiction facilities to provide involuntary care for adults and youth suffering from mental health or addiction issues who are deemed a danger to themselves or others. Although not yet passed, the [Mental](#)

Preliminary Analysis on Alberta's 2025 Budget

[Health Services Protection Amendment Act](#), 2025 was introduced on February 25, 2025 to create a framework to give a mandated addiction treatment order to support a person who is likely to cause harm to themselves or others because of their problematic substance use.

School Construction Accelerator Program

Significant investments are being made in the construction of new schools, with \$789 million allocated in Budget 2025 for this purpose. Adequate school capacity is integral for community growth so municipalities would like to have shovel-ready sites serviced to take advantage of this investment. However, for many communities it is a significant expense to service a site without a guarantee of a school being built there. Better coordination between the province, school boards, and municipalities would help to address this concern. ABmunis has an [active resolution](#) on school site servicing costs and will be advocating further to the province on this issue.

Emergency Medical Services (EMS)

Access to EMS and ambulance response times continue to be top-of-mind for Alberta municipalities, particularly those in rural and remote areas. ABmunis was pleased to see that the province has budgeted \$789 million for Emergency Health Services in 2025-26 to increase system capacity. Budget 2025 also allocates \$60 million, including \$40 million in new funding, for the EMS Vehicles Capital Program to purchase new EMS vehicles and ambulances, upgrade the existing fleet, and acquire additional equipment. These actions align with the Alberta Emergency Services Provincial Advisory Committee and Alberta Emergency Health Services Dispatch Review recommendations, which ABmunis helped develop.

Training for Health Care Professionals

Access to healthcare is a priority for municipalities, who are playing an increasingly active role in the provision of primary care and the attraction and retention of health care professionals. We are pleased that Budget 2025 includes the following investments to meet provincial demand for health care professionals:

- \$2 million for the expansion and upgrades of Keyano College to provide training for in-demand programs like nursing and paramedicine.
- 439 additional seats for certification and licensing of internationally educated nurses.
- \$44 million to the Physician Training Expansion Program in 2025-26. This program is delivered through rural training centres and provides rural, Indigenous, and other learners with increased access to medical education in rural areas.

Libraries

Public Library Services funding has remained the same at \$39.9 million. This captures operating grants, advisory and training support, and e-content.

Community Peace Officers (CPOs)

In February 2025, the Minister of Public Safety and Emergency Services requested municipalities with CPO programs to integrate these programs with their local police service operations to help provide a coordinated response to social disorder issues. While there does not appear to be funding in Budget 2025 to offset any additional expenses incurred by municipalities as a result of this request, the budget does include a \$46 million increase in the Ministry's operating expense. This funding includes:

- \$8 million to support additional police officers in Edmonton and Calgary under the Safe Streets Action Plan.
- \$24 million to secure the Alberta-US border. A new Interdiction Patrol Team will combat drug smuggling, gun trafficking, illegal border crossing and other illegal activities. This team will include Peace Officers to enforce Criminal Code and provincial statutes along the international border.

Wildfire Response

Budget 2025 makes several key initiatives to support wildfire response and mitigation. Alberta Forestry and Parks' budget allocates \$30.7 million to support wildfire mitigation initiatives. Municipal Affairs has maintained the Fire Services Training Program Grant at \$500,000 for 2025-26, while also making the [February 2025 announcement](#) that an additional \$500,000 is being made available in the 2024-25 fiscal year, bringing the total for 2024-25 to \$1 million. Municipal Affairs is also working on improving the quality of fire data reported to the province. Budget 2025 contains a \$58 million increase for the Jasper Wildfire Disaster Financial Assistance Arrangements. Public Safety and Emergency Services identifies an increase in funding for the Alberta Emergency Management Agency over the 2024 budget estimate, however, the actual funding for this entity depends on the severity of the hazard season for that particular year. Public Safety and Emergency Services also budgets \$47 million in capital support for wildfire management. Continued work on wildfire and similar emergencies, in collaboration with partners such as the Rural Municipalities of Alberta, will continue to be a priority for ABmunis.

Provincial Highways, Roads and Bridges

Budget 2025 identifies \$2.49 billion over three years to support Alberta's network of province-owned roads and bridges. This includes \$264 million in new funding for highway twinning, widening, and expansion projects. Projects include:

- Deerfoot Trail Upgrades (Calgary)
- Edmonton / Calgary Ring Roads
- La Crete Bridge
- QEII and 40th Avenue Interim Ramp (near Airdrie)
- Highway 1 and Range Road 33 in Rockyview County
- Highway 1A Upgrade (Stoney First Nation)
- Highway 2 Balzac Interchange Replacement
- Highway 2 Interchange at Cardiff Road South of Morinville
- First stage of realignment and connection of Highways 2 and 3 near Fort McLeod
- Highway 3 Twinning (From Taber to Burdett)
- Highway 11 Twinning from Red Deer west to Rocky Mountain House
- Highway 16A and Range Road 20 Intersection
- Highway 19 (East and West ends)
- Highway 28 - Detailed design work for safety improvements
- Highway 40 grade widening between Grande Cache and Hinton
- Highway 40 Twinning south of Grande Prairie
- Paving Highway 58
- Highway 60 Capital Improvements
- Highway 63 Twinning North of Fort McMurray
- Highway 201 Bow River Bridge on SE Stoney Trail
- Highway 686 paving between Peerless Lake and Trout Lake and commencing design work to extend the highway from Fort McMurray to Peerless Lake
- Highway 791 North from Highway 590
- Highway 881 safety and roadway improvements

PLANNING FOR YOUR COMMUNITY'S FINANCIAL FUTURE

**HOW BUDGET 2025
SUPPORTS
MUNICIPAL
GOVERNMENTS**

How Budget 2025 Supports Municipalities

Core Capital Funding for Municipal Governments

\$ millions	2024-25 Budget	2024-25 Estimate	2025-26 Budget	2026-27 Forecast	2027-28 Forecast	Budget 2025 vs. 2024
Provincial Capital Funding						
Programs Available to Most Municipalities						
Local Government Fiscal Framework - Capital	724	724	820	800	871	96
Municipal Water/Wastewater Partnership	66	54	45	67	84	(21)
Water for Life	50	33	51	111	95	1
Strategic Transportation Infrastructure Program	44	34	33	39	55	(11)
Local Growth and Sustainability Grant	20	20	-	-	-	(20)
Green Transit Incentives Program (GreenTRIP)	-	-	3	-	-	3
First Nations Water Tie-In Program	8	2	8	15	27	-
	912	867	960	1,032	1,132	48
Directed Funding Separate from a Formal Funding Program ²						
Edmonton and Calgary LRT (prov. portion)	470	502	372	556 ³	506 ³	(98)
Edmonton major roads ⁴	108	45 ⁵	130	107	85	22
Edmonton Downtown & Coliseum Site Improv.	-	-	6	30	70	6
Calgary Rivers District & Events Centre	102	90	97	66	24	(5)
YYC Rail Connection	2	2	6	-	-	4
Capital Region Wastewater Treatment	10	40	10	-	-	-
Designated Industrial Zone Pilot Project	4	3	18	10	10	14
Sundre Wastewater Treatment Plant	-	-	8	-	-	8
Red Deer Regional Airport Expansion	20	5	4	8	-	(16)
	716	687	651	747	625	(65)
Total Provincial Funding	1,628	1,554	1,611	1,779	1,757	(17)
Year-over-year change in budget			-1%	10%	-1%	
Federal Capital Funding						
This funding is distributed by the province on behalf of the Government of Canada						
Edmonton and Calgary LRT (federal portion)	379	411	400	539 ³	490 ³	21
Canada Community-Building Fund	266	270	276	276	287	10
Investing in Canada Infrastructure Program	73	71	48	20	1	(25)
Clean Water Wastewater Fund	1	-	-	-	-	1
	719	752	724	835	779	5
Total Provincial + Federal Capital Funding	2,347	2,306	2,335	2,614	2,536	(12)

² This category summarizes funding distributed directly to a municipality outside of any formal funding program that municipalities can apply for.

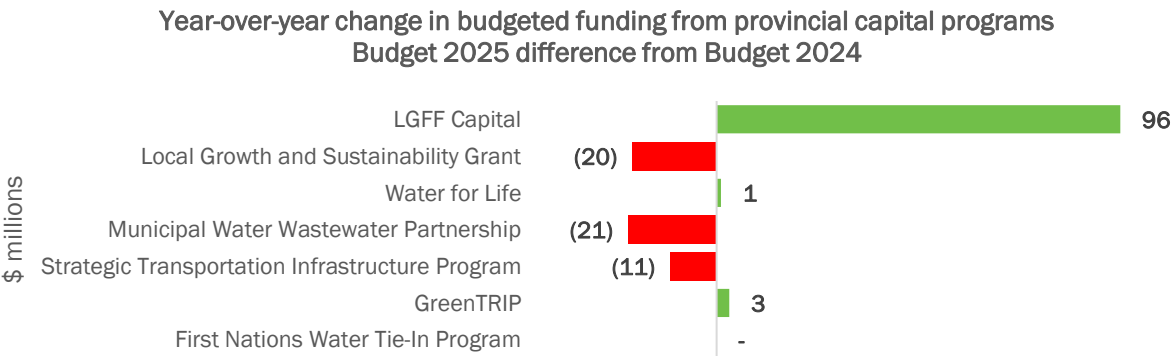
³ Based on historical breakdowns, ABmunis has made an assumption that the Government of Alberta is responsible for 51% of the Edmonton and Calgary LRT project for 2026-27 and 2027-28 and the Government of Canada is responsible for 49%.

⁴ 'Edmonton major roads' includes projects for 50 Street, Yellowhead Trail, Ray Gibbon Drive, and Terwillegar Drive.

⁵ ABmunis noted inconsistencies in reported amounts in the 2025 Fiscal Plan versus the 2025 Government Estimates material.

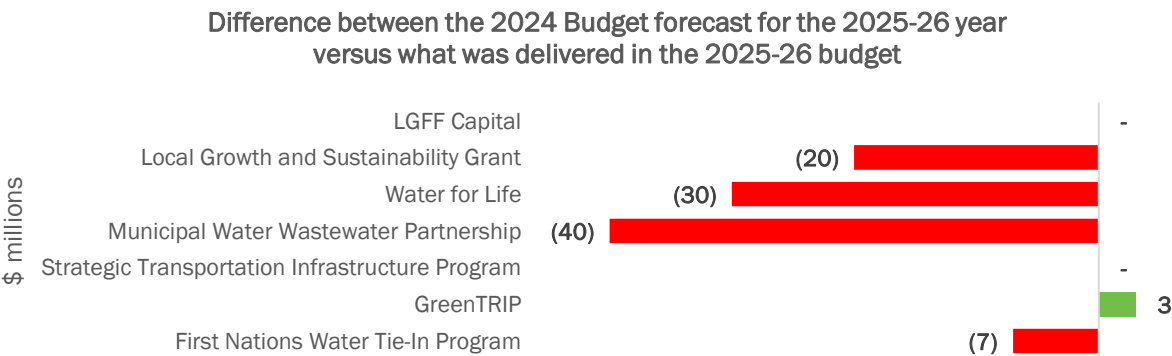
Year-Over-Year Change in Budgeted Funding for Municipal Infrastructure Programs

When looking at provincial infrastructure programs that most municipalities can access, those programs will see a collective net increase of \$48 million in funding in 2025-26, largely driven by the legislated increase in the Local Government Fiscal Framework Capital program.

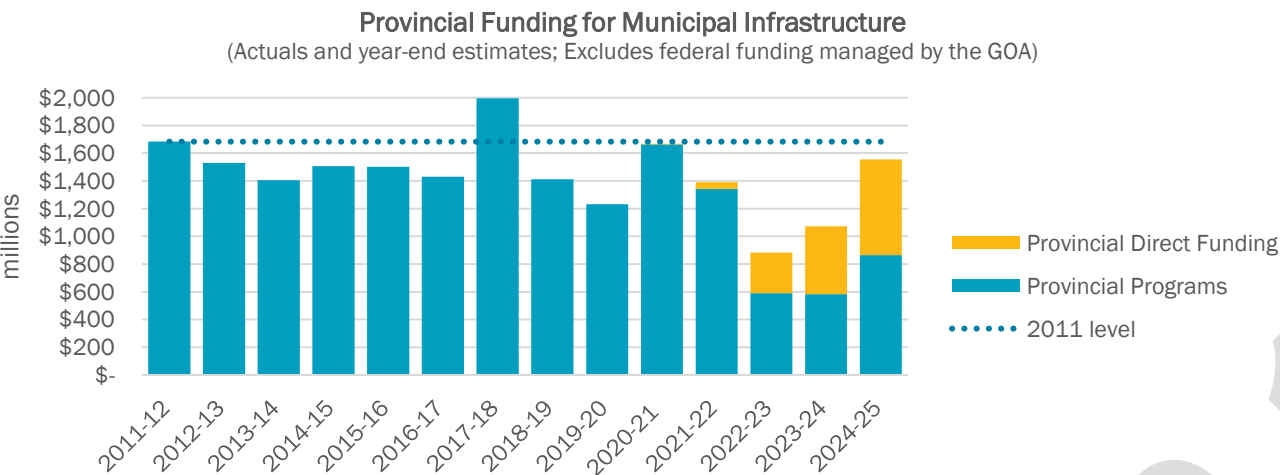


Program funding increased, but was almost \$100 million short of what was forecasted

Funding for provincial capital programs increased to \$960 million, but the 2024 budget forecasted that funding for these programs would be \$1.05 billion in 2025-26. The Local Growth and Sustainability Grant was surprisingly discontinued and funding for water and wastewater infrastructure projects are a combined \$70 million less than what was projected for this year.



The province is increasingly delivering capital funding to municipalities outside of formal funding programs



Preliminary Analysis on Alberta's 2025 Budget

Breakdown of Provincial Capital Funding Programs

Local Government Fiscal Framework Capital

This program is allocated to every municipal government and Metis settlement in Alberta through a formula that enables local governments to plan for their financial future.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$724	\$820	\$820	-

- Per the *Local Government Fiscal Framework Act*, the funding amount for LGFF Capital will increase or decrease annually based on changes in the Government of Alberta's actual revenues from three years prior.
- The increase in the budget for 2025-26 reflects the increase in the Government of Alberta's revenue from 2021-22 to the 2022-23 fiscal year.
- In 2026, the funding will drop by \$20 million to \$800 million because the Government of Alberta's revenue declined between the 2022-23 and 2023-24 fiscal years.
- For 2027, the funding is forecasted to increase to \$871 million, but that could change subject to the province finalizing its books for the 2024-25 fiscal year.

Alberta Municipal Water/Wastewater Partnership (millions)

This competitive application program is available to municipalities up to 45,000 population.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$66	\$85	\$45	(\$40)

- The 2025 budget of \$45 million is \$21 million less than last year and \$40 million less than what the 2024 budget forecasted for the 2025-26 year.
- The program was underspent by \$12 million in 2024-25.

Water for Life (millions)

This competitive application program is available to municipalities up to 45,000 population.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$50	\$81	\$51	(\$30)

- The 2025 budget of \$51 million represents a \$1 million increase over the 2024 budget, but it's \$30 million less than the 2024 budget forecast for the 2025-26 year.
- ABmunis also notes that the program was underspent by \$17 million in 2024-25.

Strategic Transportation Infrastructure Program (millions)

This competitive application program provides funding for local airports, bridges, resources roads, and other initiatives. The eligibility for funding depends on the funding stream.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$44	\$33	\$33	-

- The 2025 budget amount is the same as what was forecasted in the 2024 budget for this year.
- The program was underspent by \$10 million in 2024-25.
- Based on funding allocations from 2021 to 2023, ABmunis notes that STIP funding is primarily allocated to municipal districts, counties, and Metis Settlements, with an annual average of 16 per cent of the funding provided to cities, towns, villages, and summer villages.

Preliminary Analysis on Alberta’s 2025 Budget

Local Growth and Sustainability Grant (millions)

This competitive application program was launched in 2024 to support mid-sized cities with growth pressures and small municipalities experiencing emergency failures in infrastructure.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$20	\$20	-	(\$20)

- Launched in October 2024 as a three-year commitment of \$60 million total, ABmunis was surprised to learn that the province has discontinued this program for the 2025-26 year.
- This means that only \$20 million of the original \$60 million commitment will be delivered to municipalities.
- Municipalities that applied for this funding in fall 2024 should expect to learn who receives the funding by March 2025.
- ABmunis is disappointed that the Local Growth and Sustainability Grant has been discontinued because it helped meet the [call by our members](#) for funding that supports high-growth communities.

Explanation of Federal Capital Funding that is Distributed by the Government of Alberta

Canada Community-Building Fund (CCBF)	<ul style="list-style-type: none">• CCBF is distributed on a per-capita basis based on census data.• In 2025, \$276 million is available under the CCBF, an increase of \$10 million (3.8 per cent) over 2024.• The \$10 million increase is due to the federal government’s two per cent indexation of CCBF each year, which is delivered in \$100 million increments and allocated across all provinces and territories.• This funding is administered under a 10-year agreement between the federal and provincial government.• The CCBF also identifies support for asset management as one of the requirements of the agreement.
Clean Water Wastewater Fund (CWWF)	<ul style="list-style-type: none">• This is a historical, temporary program that has expended its funds. No further funding is expected for the CWWF.
Investing in Canada Infrastructure Fund (ICIP)	<ul style="list-style-type: none">• All ICIP funds have all been allocated to projects. Any reference to ICIP funds are for re-profiled amounts or carry-overs from prior years projects as they are allocated for construction.• In total, Alberta received \$3.66 billion through ICIP.
Edmonton and Calgary Light Rail Transit (LRT)	<ul style="list-style-type: none">• \$1.6 billion in ICIP funding has been allocated over three years (2025-2028) for LRT expansion in Edmonton and Calgary.• ABmunis estimates that \$400 million is being provided by the federal government for these projects in 2025-26.⁶

⁶ The Government of Alberta’s 2025 Fiscal Plan reports the total expense on Edmonton and Calgary LRT as a combined total of federal and provincial portions. ABmunis relied on details in the Government of Alberta’s 2025 Government Estimates report to estimate that \$400 million of the total \$772 million is federal funding.

Core Operating Funding for Municipal Governments

\$ millions	2023-24 Budget	2024-25 Budget	2025-26 Budget	% Change	Note
Alberta Community Partnership	15.4	15.4	13.4	(13.0%)	1
Emergency Management Preparedness Program	0.2	0.2	0.2		
Family and Community Support Services	105.0	105.0	105.0	-	2
Fire Services Training Program	0.5	0.5	0.5	-	
Grants in Place of Taxes	36.0	38.1	55.3	45.1%	3
Local Government Fiscal Framework Operating	-	60.0	60.0	-	4
Municipal Sustainability Initiative – Operating	60.0	-	-	-	4
Policing Support Grant (formerly MPAG and POG)	98.8	108.8	119.0		5
	315.9	328.0	353.4		

Notable Funding for Community Entities

\$ millions	2023-24 Budget	2024-25 Budget	2025-26 Budget	% Change	Note
Agricultural Service Boards	11.9	11.9	11.9	-	
Agricultural Societies and Exhibition Grants	11.5	11.5	11.5	-	
Agricultural Societies Infrastructure Revitalization	2.5	2.5	2.5	-	
Community Facility Enhancement Program	50.0	50.0	50.0	-	
Community Initiatives Program	17.5	16.0	14.0	(12.5%)	6
Community Recreation Centre Infrastructure Program	-	10.0	10.0	-	
Library Services – Operating	39.7	39.9	39.9	-	
Legal Aid	134.6	110.0	88.1	(19.9%)	
Regional Economic Development Alliances	1.1	1.1	1.1	-	
	268.8	252.9	229.0		

Notes

1. The budget for the Alberta Community Partnership was reduced by \$2 million, reflecting the province's decision in fall 2024 to [eliminate funding](#) to the Calgary Metropolitan Region Board and the Edmonton Metropolitan Region Board.
2. Since 2023, the province has included funding for Food Banks in the budget line item of Family and Community Support Services (FCSS). The figures reported by ABmunis exclude that amount for transparency to show what portion municipalities receive for FCSS.
3. The Grants in Place of Taxes (GIPOT) funding increased from \$36 million to \$38.1 million in 2024-25, which was due to rising property values plus new provincial properties. Based on advocacy by ABmunis and our members, the province has announced a plan to fully fund GIPOT by 2026-27. For 2025-26, GIPOT will be funded at 75 per cent of the eligible tax amount and is forecasted to increase to \$75.3 million in 2026-27 when the program is funded at 100 per cent.
4. In 2024, MSI Operating was replaced by the Local Government Fiscal Framework (LGFF) Operating program at the same \$60 million budget, which has been continued for 2025 as well. In 2024, Municipal Affairs froze the allocations by municipality at the 2023 funding allocations set under the former MSI Operating formula. The plan for the 2025 LGFF Operating allocation formula is likely to be announced shortly.
5. The Policing Support Grant is for any municipality with a population over 5,000 that provides their own police service and was eligible for the former Municipal Policing Assistance Grant and Police Officer Grant.
6. ABmunis is concerned with the 12.5 per cent decrease in the Community Initiatives Program, as the reduction in funding support for community organizations will put further pressure on councils to increase property taxes to fund their local organizations.

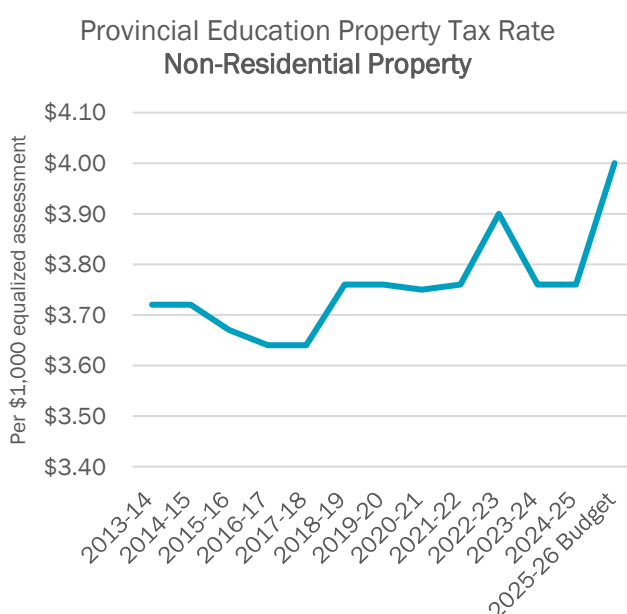
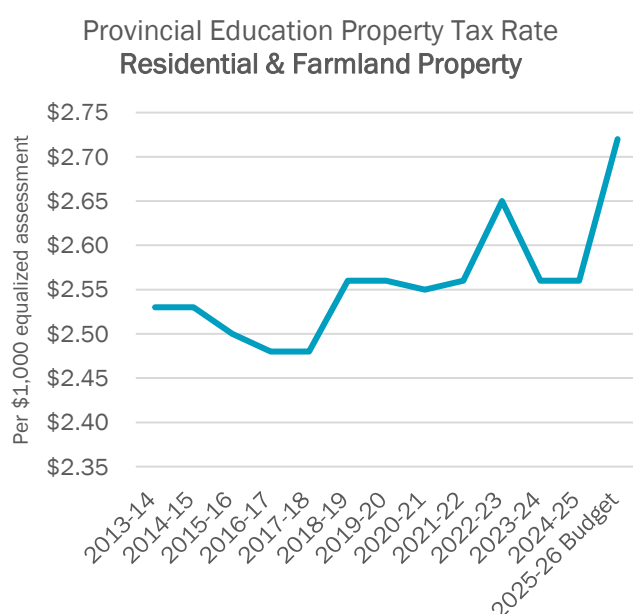
Provincial Education Property Tax

Over the last decade, the Government of Alberta has frequently changed its approach to how it determines the amount of provincial education property taxes to be collected from Alberta's property owners.

	Adjust the mill rates to cover a target % of the K-12 budgeted operating expense	Freeze the mill rates to match the previous year	Adjusted the mill rates to match the previous year's tax revenue amount
2015-16	✓ (32% target)		
2016-17	✓ (32% target)		
2017-18		✓	
2018-19			✓
2019-20		✓	
2020-21			✓ ⁷
2021-22			✓
2022-23			✓
2023-24			✓
2024-25		✓	
2025-26	✓ (31.6% target)		
2026-27 Plan	✓ (33.3% target)		

A shift in tax revenue from personal income taxes to property tax

The Government of Alberta has pivoted again to announce a new strategy to structure provincial property taxes to generate tax revenue that is equivalent to one-third of the operating cost for the Ministry of Education by 2026-27. To meet this goal, the province is increasing the provincial tax rate on residential and farmland properties by 6.3 per cent and increasing the rate on non-residential property by 6.4 per cent in 2025-26.



⁷ Budget 2020 set a plan to set the requisition amount based on Alberta's population growth and inflation but shortly after the release of the budget, the [province reverted](#) to freeze the revenue amount to the 2019-20 year due to the economic impact of the COVID-19 pandemic.

Increase in provincial property tax to help fund K-12 education costs

Since 2014-15, the province’s revenue from provincial property taxes represented an average of 30.3 per cent of the operating costs for K-12 education. Based on estimates for 2024-25, the ratio is currently at 28.9 per cent and the province’s planned tax increase will bring that ratio to 31.6 per cent of the Ministry of Education’s operating cost in 2025-26.⁸

An additional 10 per cent increase in provincial property taxes is planned for 2026-27 to reach the target revenue of \$3.4 billion equivalent to one-third of the Ministry of Education’s operating costs.

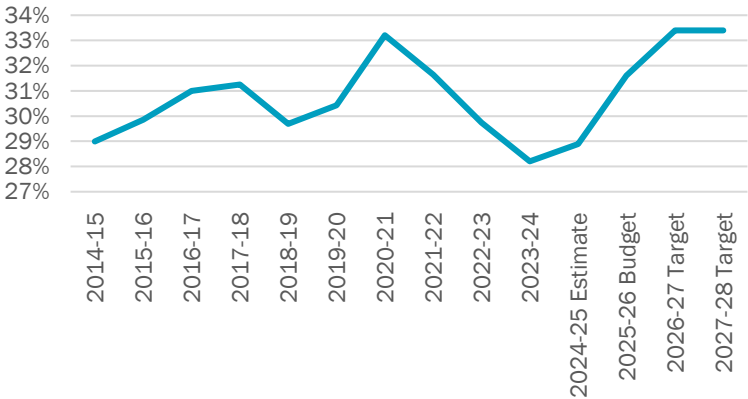
The combination of the tax rate increase plus new development in Alberta is budgeted to increase the province’s revenue from property taxes by \$392 million, with total provincial property tax growing from \$2.7 billion in 2024-25 to \$3.1 billion in 2025-26. This is a substantial change from previous years where the province maintained a stable approach to its reliance on property taxes.

Municipal councils will be challenged by the increase in provincial property tax rates

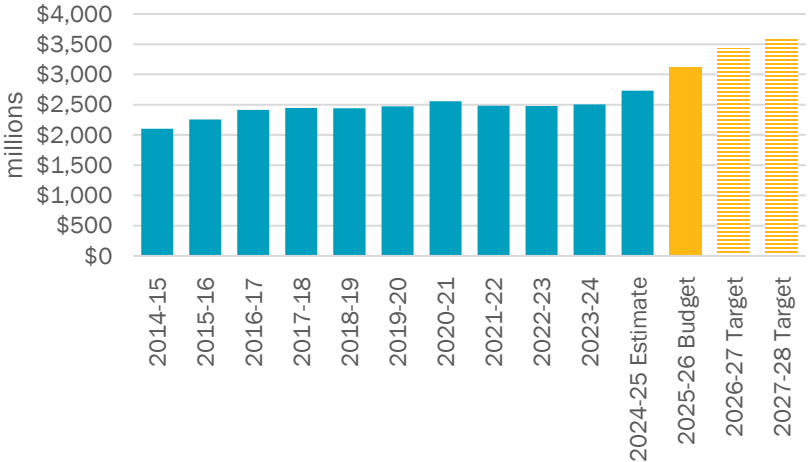
Municipal councils are always aware that the Government of Alberta may increase provincial property taxes, but we had no forewarning of the province’s plan to substantially increase its reliance on property taxes to fund its revenue needs. As always, municipal governments will be responsible to collect this tax on behalf of the Government of Alberta and as a result, will wear much of the political blame for this tax increase.

Now that the province has released their budget, municipalities will finalize their 2025 budget and set their municipal tax rates for the 2025 year. Due to the increase in provincial property taxes, councils will face political pressure to limit any future increase in municipal property taxes, despite the long-term needs of their community. This will likely result in lower service levels in many communities and/or deferred maintenance of local infrastructure.

Provincial Education Property Tax Revenue as a % of the Operating Expense for K-12 Education



Provincial Property Tax Revenue



\$ millions	2023-24 Actual	2024-25 Estimate	2025-26 Budget	2026-27 Forecast	2027-28 Forecast
Provincial education property tax	2,504	2,732	3,124	3,435	3,576
Year-over-year change (%)		9.1%	14.3%	10.0%	4.1%

⁸ The spike in 2020-21 is a combination of the reduction in operating costs for K-12 education from \$8.1 billion in 2019-20 to \$7.7 billion in 2020-21 and an \$84 million increase in provincial property tax revenue that year.

GOOD TO KNOW

AN OVERVIEW OF ALBERTA'S 2025 FISCAL PLAN

An Overview of the 2025 Fiscal Plan

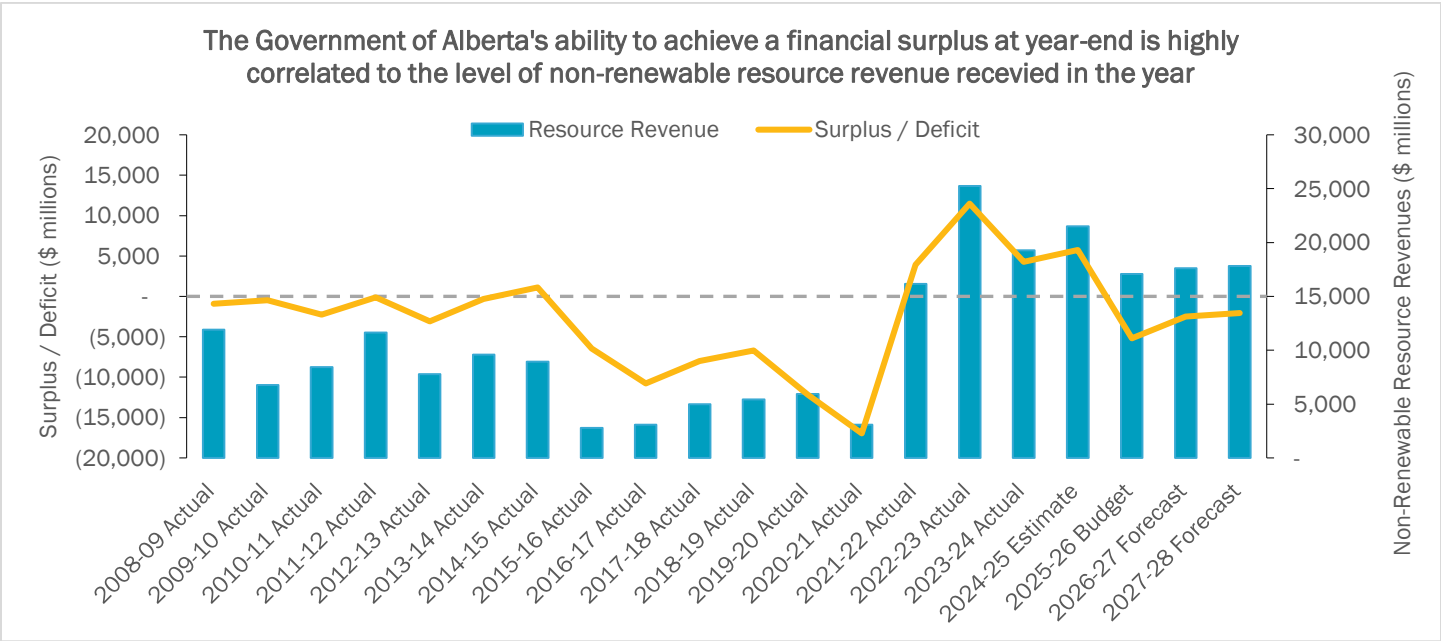
The Government of Alberta is projecting a \$5.2 billion deficit in 2025-26. This is following surpluses of \$4.3 billion in 2023-24 and \$5.8 billion (forecasted) in 2024-25. The 2024-25 surplus can be attributed to significantly higher investment income (+58 per cent) and non-renewable resource revenue (+34 per cent) than initially budgeted.

‘Cautious’ and ‘uncertain’ best describe the Government of Alberta’s budget situation due to reliance on non-renewable natural resource revenue to drive its surplus or deficit position and the United States (US) being Alberta’s most important trade partner. While the Government of Alberta is touting a strategy to dramatically grow the Heritage Savings Trust Fund to \$250 billion by 2050, it is also projecting lower revenues over the next three years compared to the 2024-25 forecast. This is in part due to the introduction of an 8 per cent tax bracket for personal income up to \$60,000, which is projected to reduce tax revenue by \$1.2 billion.

Even with Alberta’s population growth expected to start to wane in 2025, population increases of 159,000 in 2023 and 189,000 in 2024 are putting tremendous strain on infrastructure and provincial services. In the coming years, challenging decisions will need to be made regarding the services levels Albertans expect, the property tax increases required to sustain their communities, and provincial operational and capital investment required to meet expectations.

Non-Renewable Natural Resource Revenue Determines Surplus or Deficit

The graph below shows the trend of non-renewable resource revenues in comparison to the Government of Alberta’s year-end operational surplus or deficit. The trend shows the direct correlation between the provincial government’s financial position and the volume of non-renewable resources earned year-to-year. The 10 per cent energy tariffs expected to be imposed by the US are expected to be detrimental to Alberta, but the impact should be somewhat buffered by Canada’s weak dollar and the lack of substitutes for Canadian oil in US markets.



Source: Government of Alberta’s 2025-28 Fiscal Plan, Schedule 25: Historical Fiscal Summary, page 157.

Manufacturing and Agricultural Sectors to Face ‘Head Winds’

Alberta’s manufacturing and agricultural sectors are expected to be ‘hit hard’ by US-imposed tariffs. In 2024, Alberta exported \$32 billion worth of manufactured goods to the US, comprising nearly three-quarters of its total international manufacturing exports. And unlike energy products, manufactured goods tend to be greatly affected by tariffs due to the ready availability of domestic substitutes in the US. Crop and livestock export volumes are expected to decrease, shrinking these sectors of the Alberta economy.

Preliminary Analysis on Alberta's 2025 Budget

Municipal Governments Need a Bigger Piece of the 'Fiscal Pie'

Funding provided to municipalities via the Local Government Fiscal Framework (LGFF) is directly tied to the provincial government's revenues. With 2025-26 projected revenues being less than what was forecasted in 2024-25, municipalities stand to receive less financial support while needing to provide more to their communities. This context is particularly important as the Government of Alberta has formalized how it will allocate future cash surpluses as part of the *Sustainable Fiscal Planning and Reporting Act*, which primarily directs it to the Heritage Fund or repaying maturing debt.

ABmunis will be advocating for the Government of Alberta to engage municipalities in frank discussions about how it allocates funds, including future cash surpluses, to ensure the sustainability of municipal tax rates, infrastructure, and service delivery. This is further highlighted in Municipal Affairs' expenditures, as a percentage of the Government of Alberta's total expenditures, which have been decreasing year-to-year since 2011-12.

Statement of Operations

\$ millions	2023-24 Actual	2024-25 Estimate	2025-26 Budget	2026-27 Forecast	2027-28 Forecast
Revenue					
Personal income tax	15,160	16,120	15,510	16,271	16,981
Corporate income tax	7,044	7,351	6,764	6,938	7,254
Other tax revenue	4,543	5,995	6,563	6,941	7,156
Resource revenue	19,287	21,509	17,067	17,620	17,815
Investment income	4,581	5,171	2,882	3,135	3,467
Premiums, fees, and licenses	5,565	5,565	5,636	5,874	6,032
Other own-source revenues	6,216	6,022	6,428	6,859	7,037
Federal transfers	12,336	12,958	13,287	13,753	14,228
Total revenue	74,732	80,692	74,138	77,390	79,969
 Health	27,447	29,815	30,465	30,982	32,121
Basic/Advanced education	16,359	17,423	18,069	18,426	18,880
Social services	8,035	8,487	9,163	8,751	8,780
Other program expenses	15,829	16,371	19,059	18,785	18,995
Total program expense	67,670	72,096	76,756	76,944	78,776
Debt servicing costs	3,149	3,199	2,968	3,258	3,629
Pension provisions	(372)	(363)	(375)	(384)	(389)
Total expense	70,447	74,932	79,349	79,818	82,016
Surplus / (Deficit)	4,285	5,760	(5,211)	(2,428)	(2,047)

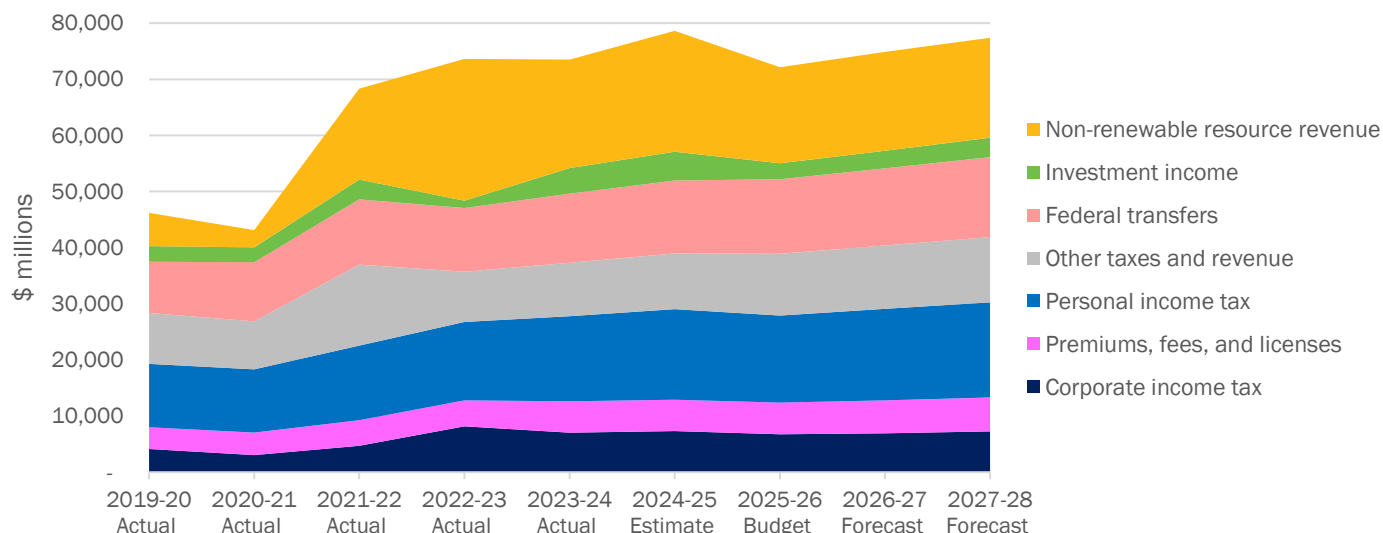
Source: Alberta's 2025-28 Fiscal Plan, Schedule 25: Historical Fiscal Summary, page 157.

Revenues

Total revenues are forecasted to be \$74.1 billion in 2025-26, a decrease of one per cent from the 2024-25 budget. In 2025-26, 23 per cent of total government revenue is estimated to come from non-renewable resource revenues, with another 20 per cent coming from personal income tax. After 2025-26, revenue sources are predicted to remain stable or increase nominally, apart from personal income tax revenue, which will increase by 4 to 5 per cent year over year.

Preliminary Analysis on Alberta's 2025 Budget

Government of Alberta revenues by source



Expenditures

Total expenditures for 2025-26 are projected to increase by \$6.167 billion compared to the 2024-25 budget, which is an 8.4 per cent increase. Specifically, the Government of Alberta is projecting to spend more on:

- Healthcare (5 per cent),
- K-12 education (7 per cent),
- Social services ministries (10 per cent),
- Other Ministries / Legislative Assembly (8 per cent),
- Total operating expense (7 per cent),
- Amortization / inventory consumption / loss on disposals (9 per cent), and
- Contingency (100 per cent).

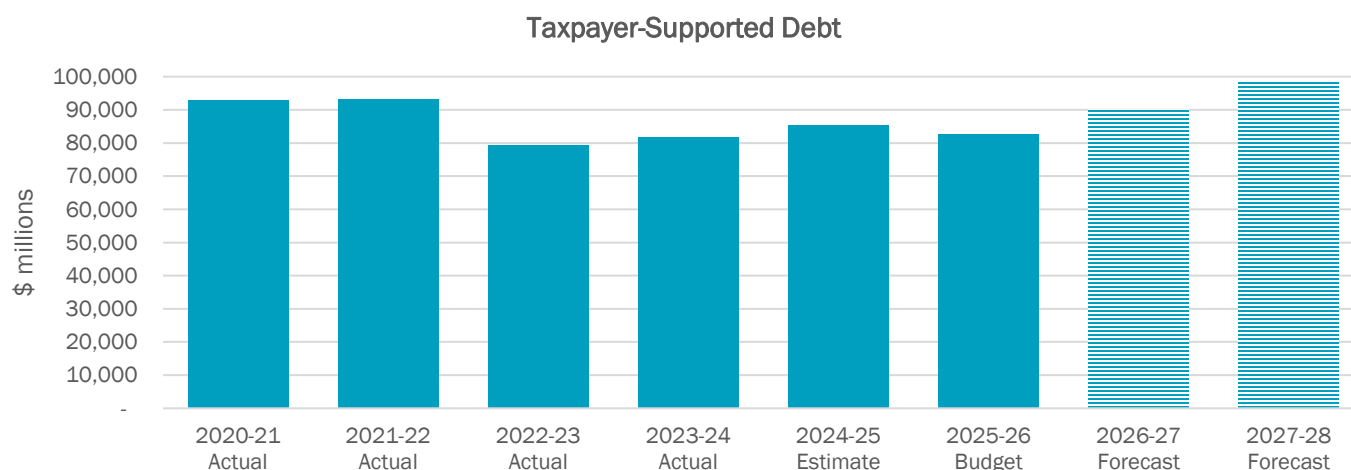
Notably, the very substantial increase to the contingency expenditure line is in response to the potential impacts of US-imposed tariffs and potential challenges related to compensation agreements being negotiated across government. The government also plans to spend 12 per cent less on debt servicing.

Taxpayer-Supported Debt and Debt Servicing Costs

Debt servicing costs are forecast to decrease by \$200 million in 2025-26 to \$3 billion. This is largely attributed to the gradual reduction in interest rates by the Bank of Canada starting in 2024.

Taxpayer-supported debt is estimated to be \$85.4 billion at the end of 2024-25 and \$82.8 billion at the end of 2025-26. This debt is expected to increase year-to-year as a result of deficit positions forecasted in future years.

Preliminary Analysis on Alberta's 2025 Budget



Contingency for Disasters

A total expense contingency provision of \$4 billion has been included in *Budget 2025*. This is an increase of \$2 billion to address unanticipated spending, including compensation pressures, emergencies, and emerging priorities that may arise during the year and that are not practical to delay until the next budget. This increase helps the government manage potential U.S. trade tariffs, economic fluctuations, and unexpected expenses. It also accounts for compensation agreements across public sectors like healthcare and education.

Future contingency levels are set at \$3.3 billion in 2026-27 and \$3.7 billion in 2027-28.

Key Energy and Economic Assumptions

\$ millions	2024-25 Estimate	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast
Crude Oil Prices				
WTI (US\$/bbl)	74.00	68.00	71.00	71.50
Light-Heavy Differential (US\$/bbl)	13.20	17.10	16.50	15.60
WCS @ Hardisty (Cdn\$/bbl)	84.70	73.10	75.80	75.80
Natural Gas Price				
Alberta Reference Price (Cdn\$/GJ)	1.20	2.50	3.10	2.90
Production				
Conventional Crude Oil (000s barrels/day)	528	519	512	504
Raw Bitumen (000s barrels/day)	3,455	3,558	3,689	3,752
Interest Rates				
10-year Canada Bonds (%)	3.30	3.10	3.10	3.10
Exchange Rate (US\$/Cdn\$)				

Source: Alberta's 2025-28 Fiscal Plan, Energy and Economic Assumptions, page 10.

Ministry Highlights

All expense figures presented in the following tables are sourced from the Government of Alberta's 2025-26 Fiscal Plan, Schedule 3: Statement of Operations, page 144.

Advanced Education

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	6,823	7,049	7,342	7,411	7,411	7,411

- The ministry's budget will increase by 5 per cent in 2025-26.
- \$78 million per year will be invested over the next three years to create more seats in apprenticeship classes across the province to build skilled trades that will respond to the needs of industry and connect Albertans with jobs.
- \$4 million is allocated to the First Nations Colleges Grant, which is distributed equally across five colleges in rural and remote Indigenous communities.

Affordability and Utilities

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	127	92	132	168	169	166

- Affordability and Utilities is exploring rate design changes to ensure distribution costs are more consistent across the province.
- The Ministry will be implementing the Natural Gas Rebate Program, which is intended to protect Albertans from spikes in natural gas prices.

Agriculture and Irrigation

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	2,650	993	2,066	984	995	927

- Total expense is estimated at \$984 million, \$1,082 million lower than the 2024-25 third quarter forecast. This is primarily due to \$1,112 million in 2024-25 in-year disaster assistance that does not continue in 2025-26.
- \$9 million is allocated over three years for the University of Calgary Veterinary Medicine to improve access to diagnostic services.

Arts, Culture and Status of Women

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	262	260	251	226	212	220

- Despite the 13.9 per cent overall decrease in the Ministry's budget:
 - Operating expenses will increase by \$11 million.
 - Federally-funded initiatives under the National Action Plan to End Gender-Based Violence will receive an additional \$12 million.
 - The Alberta Foundation for the Arts will see a \$4.5 million funding boost.
 - Non-profit organizations will have access to \$84.6 million through community grants programs; this is an increase 11.6 per cent from the 2024-25 budget.
- These increases are offset by a \$36 million reduction in capital grants.

Children and Family Services

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,606	1,498	1,504	1,595	1,645	1,650

- The total expense for this Ministry will increase by \$91 million, or 6.1 per cent from the 2024-25 estimate.
- Most of the increases are for child intervention and Alberta Child and Family Benefit payments.
- Child intervention funding is increasing by \$58 million (6.5 per cent), to \$957 million in 2025-26; this is primarily to support contracted agencies facing recruitment challenges and rising costs.
- An additional \$19 million over three years is allocated to women's shelters to support increasing demand and higher costs.
- In 2025-26, \$67million is allocated to Family Resource Networks to develop and deliver prevention and early intervention programming; this is the same as in 2024-25.
- The Alberta Child and Family Benefit, a non-taxable benefit supporting child well-being, addressing child poverty, and improving the quality of life for children and families, is budgeted at \$375 million in 2025-26, an increase 8.4 per cent over 2024-25 due to indexed increases and anticipated population growth.
- The province has also instituted a new policy that extends access to Alberta Child and Family Benefit payments when a child has passed away.

Education

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	9,393	9,759	9,972	10,398	10,791	11,213

- The Ministry's overall budget will increase by 6.5 per cent, rising from \$9.7 billion in 2024-25 to \$10.4 billion in 2025-26, with projected growth to \$11.2 billion by 2027-28.
- Operating expenses will increase by \$426 million, 4.5 per cent from 2024-25 and are expected to grow at a rate of 4.1 per cent annually, reaching \$825 million by 2027-28.
 - \$55 million is allocated in 2025-26 to address classroom complexity, including hiring specialists, and training and development to improve access to educational assistants.
- A significant portion of the budget is being allocated for the design and construction of new schools and the modernization of existing ones.
 - The 2025-26 budget allocates \$789 million for the construction of school facilities in 2025-26, with 3.3 billion in capital investment being allocated over three years for the maintenance, planning, and development of new schools.
 - Budget 2025-26 also includes \$8.6 billion for the New School Construction Accelerator Program Funding that will support approximately 150,000 new student spaces, with 90,000 expected to be completed within the next four years.

Energy and Minerals

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	965	1,041	1,057	1,122	991	1,014

- Royalties from bitumen and crude oil are expected to decrease, while royalties from natural gas are expected to increase.
- \$145 million is allocated to the Orphan Well Association to support continued remediation of orphan wells.

Environment and Protected Areas

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	465	557	458	570	523	537

- The Ministry's budget will increase by 2.3 per cent, rising from \$557 million in 2024-25 to \$570 million in 2025-26.
- Budget highlights include revised revenue forecasts for the Technology Innovation and Emissions Reduction Fund (TIER):
 - TIER revenue is estimated at \$397 million, compared to \$542 million in Budget 2024, and is expected to further decrease in 2026.
 - This fund implements Alberta's industrial carbon pricing and emissions trading framework.
 - It also supports industrial facilities in reducing emissions, investing in clean technology, and improving cost efficiency.
- \$5.4 million in annual funding is being added to support the expansion of the Aquatic Invasive Species Program, which manages and prevents the entry of species like zebra mussels and goldfish from entering Alberta's water system.
- Water management remains a key priority in the 2025-26 budget:
 - The Department of Environment and Protected Areas will review and assess current water conservation processes. This work is expected to be completed by December 2026, which is timely as ABmunis recently updated our [2024 Water Conservation, Efficiency, and Productivity plan](#).
- \$40 million is allocated for caribou recovery planning and actions in 2025-26 to maintain and improve caribou habitat while supporting economic, recreational, and traditional land uses. This is a 4.9 per cent increase from 2024-25 budget allocation.
- \$22.2 million is allocated to conservation programs including \$10 million from the Land Stewardship Fund in 2025-26 to support the conservation and stewardship of land in Alberta. This is consistent with 2024-25 budget allocation.
- \$18.1 million is allocated to effectively anticipate, respond to, and mitigate the impact of adverse environmental events or emergencies in 2025-26. This is a significant decrease of 62 per cent in funding from the 2024-25 allocation of \$47.7 million
- ABmunis values its partnership, funded through TIER, with the Government of Alberta to support practical action on sustainable environment practices through several programs delivered by the Municipal Climate Change Action Centre (MCCAC).

Executive Council

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	48	63	62	67	67	67

- This Ministry's budget will increase by 6 per cent in 2025-26 as it continues to lead the coordination and advancement of Alberta's priorities relating to other governments across Canada and internationally.
- Notable initiatives include:
 - Building and maintaining strong relationships with priority international partners, particularly with national- and state-level officials in the United States, and key markets in Latin America, the Indo-Pacific region, the Middle East, and Europe.
 - Supporting Invest Alberta Corporation's (IAC) governance in collaboration with other Ministries to lead investment attraction into Alberta and to fulfil its mandate as described in the Alberta Investment Attraction Act.
- The budget for the Premier's office will increase by nearly \$5 million or 23 per cent.

Forestry and Parks

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,166	410	1,116	403	405	395

- The Ministry's budget for 2025-26 is \$403 million, which is a 14.8 per cent increase from the 2024-25 allocation of \$351 million.
- \$30.7 million is allocated to support wildfire mitigation initiatives.
- \$2.1 million is allocated to modernize wildfire applications.

Health

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	22,091	22,602	23,695	24,037	24,557	25,724

- Budget 2025 supports the ongoing refocusing of the health care system, including the creation of four new provincial health agencies:
 - Recovery Alberta (overseen by the Minister of Mental Health and Addiction, operational September 2024)
 - Primary Care Alberta (overseen by the Minister of Health, operational February 2025)
 - Acute Care Alberta (overseen by the Minister of Health launched February 2025)
 - Assisted Living Alberta (overseen by the Minister of Seniors, Community and Social Services) launching April 1, 2025)
- Alberta's growing population is creating fiscal challenges for the health system. This includes growth in the elderly population that consumes the largest portion of health services, as well as increasing patient complexity, rising wages for health care workers, and inflationary pressures on supplies and utilities.
- In 2025-26, health operating expense will increase by \$990 million (5.7 per cent) from Budget 2024, with \$26 million of this increase offset by higher federal transfers.
- Other increases in 2025-26 include \$451 million for physician compensation and \$513 million for Alberta Health Services cost pressures, mainly due to higher volume and inflation.
- \$44 million is allocated to the Physician Training Expansion Program. This program is delivered through rural training centres and provides rural, Indigenous, and other learners with increased access to medical education in rural areas.
- \$2 million is allocated in 2025-26 for the expansion and upgrades of Keyano College to provide training for in-demand programs like nursing and paramedicine.
- The province is also adding 439 additional spaces for certification and licensing of internationally educated nurses.
- \$20 million in 2025-26 will be invested in the Nurse Practitioner Primary Care Program to improve access to primary health practitioners in urban and rural communities across Alberta.
- \$60 million, including \$40 million in new funding, is allocated to the Emergency Medical Services (EMS) Vehicles Capital Program to purchase new EMS vehicles and ambulances, upgrade the existing fleet, and acquire additional equipment.
- A total of \$3.8 billion in health capital funding will be invested over the next three years to maintain or expand health care facilities in Alberta.
 - This includes \$265 million for the Alberta Surgical Initiative (ASI) capital program to increase physical capacity for surgical procedures. ASI funding will be used to build more operating rooms, renovate existing space, and purchase new equipment for publicly owned and operated hospitals.

Immigration and Multiculturalism

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	39	42	40	42	42	42

- Total expense (all operating) is \$42 million in 2025-26, an increase of almost \$2 million from the 2024-25. This is mainly due to a 79 per cent increase in application fees paid by applicants to the Alberta Advantage Immigration Program and the introduction of new fees for International Qualifications Assessment Services.
- A decline in the number of immigrants is expected as a result of recent federal policy changes.
- Support for Newcomer Integration is forecasting support for up to 16,000 individuals, a decrease from 20,652 individuals in 2023-24.

Indigenous Relations

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	225	220	237	238	237	238

- Indigenous Relations' work involves leading the facilitation of cross-government collaboration with municipalities, utility commissions, and industry for projects, programs, and services that support Indigenous communities. The Ministry also responds to federal Indigenous initiatives and legislation, including Jordan's Principle.
- The Alberta Indigenous Opportunities Corporation (AIOC) is a provincial corporation that enables access to capital funding for Alberta-based Indigenous groups investing in medium- to large-scale natural resources, agriculture, transportation, and other related infrastructure. AIOC had an increase in funding of \$0.5 million.

Infrastructure

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	862	885	944	921	952	933

- Under the School Accelerator Program, Infrastructure is committed to constructing up to 30 new schools.
- ABmunis has an active resolution on [school site servicing costs](#).
- There are concerns from municipalities that if they do not have a serviced site prepared, they will miss out on funding for a new school.

Jobs, Economy and Trade

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,558	1,862	1,949	2,315	1,767	1,773

- \$95 million is allocated to the Alberta Film and Television Tax Credit, a \$10 million decrease from 2024-25.
- \$15 million is allocated to the Investment and Growth Fund.
- \$3 million is for the North Regional Economic Development
- \$1.6 billion is allocated to increase access to affordable, high-quality, and inclusive licensed childcare and \$324 million to support the recruitment and retention of early childhood educators working in licensed child care.
 - Forecasted childcare expenses include a decrease of \$492 million by 2027-28, reflecting provincial investment to support the childcare system while preparing to negotiate a renewed funding agreement with the federal government. The results of these negotiations could impact Alberta's future funding levels,

Justice

Expense \$ millions	2023-24 Actual	2024-25 Budget	2024-25 Estimate	2025-26 Budget	2026-27 Target	2027-28 Target
	659	691	694	707	716	711

- Court and Justice Services operating expenses are \$276 million, an increase of \$12 million (4.5 per cent) from 2024-25, to address higher volumes of court cases and to improve capacity to hear criminal and family matters in a timely and appropriate manner.
- Funding for Alberta Crown Prosecution Services is \$147 million in 2025-26, an increase of \$8 million (5.8 per cent) from 2024-25. The increase supports a new Human Trafficking Unit which aims to hold perpetrators accountable; disrupt and dismantle human trafficking enterprises; and hire specialized resources to manage and support the growing volume of prosecutions. Funding will also address growth in criminal and youth prosecutions.
- The government is also working with the Alberta Law Foundation to increase its contribution to Legal Aid Alberta. While the provincial grant to Legal Aid Alberta is decreasing in 2025-26 by \$22 million or 20 per cent, current service levels will be maintained as a result of increased contributions from the Alberta Law Foundation.

Mental Health and Addiction

Expense \$ millions	2023-24 Actual	2024-25 Budget	2024-25 Estimate	2025-26 Budget	2026-27 Target	2027-28 Target
	1,588	1,862	1,949	2,315	1,767	1,773

- Mental Health and Addiction operating expense has increased by \$64 million (4 per cent) from 2024-25, due mainly to higher demand for services due to population growth.
- Operating expense is targeted to increase by another \$79 million over two years to:
 - Implement the involuntary treatment framework, Recovery Alberta services, and 11 new voluntary recovery communities that will be operational by 2027. This includes five recovery communities in Indigenous communities. Three communities, with a total of 200 beds, have already been completed in Red Deer, Lethbridge and Gunn. The Calgary Recovery Community is scheduled to open in 2025.
 - Expand mental health classrooms from 20 to 60 for clinical support to students with complex mental health needs.
- \$207 million is allocated over three years for the development of specialized secure mental health and addiction facilities to provide involuntary care for adults and youth suffering from mental health or addiction issues who are a danger to themselves or others.
- \$4 million will be invested in 2025-26 to add additional mental health professional spaces in Alberta's post-secondary institutions. The Mental Health Professionals Enrollment Expansion Grant will support 12 institutions to create 761 new seats in high-demand mental health programs.
- \$61.9 million is allocated to improving access to mental health and addiction treatment services in police and correctional settings to help facilitate recovery for individuals interacting with the justice system.

Municipal Affairs

Expense \$ millions	2023-24 Actual	2024-25 Budget	2024-25 Estimate	2025-26 Budget	2026-27 Target	2027-28 Target
	989	1,287	1,311	1,388	1,377	1,475

- Key announcements by Municipal Affairs are covered in the above sections of this report.

Public Safety and Emergency Services

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,494	1,279	1,460	1,350	1,367	1,366

- Total expense for Public Safety and Emergency Services is \$1.35 billion in 2025-26, \$110 million (7.5 per cent) lower than the estimated expense for 2024-25. This is mainly due to \$163 million in 2024-25 in-year emergency expense that does not continue in 2025-26 (partly offset by increases of \$46 million in operating expense and \$7 million in capital grants).
- A \$46 million increase in Ministry operating expense includes:
 - \$7 million for 911 call centres offset by the 911 levy.
 - \$2 million from the federally funded Gun and Gang Violence Action Fund (less \$1 million in reductions and transfer to capital investment).
 - \$24 million to secure the Alberta-US border. A new Interdiction Patrol Team will combat drug smuggling, gun trafficking, illegal border crossing and other illegal activities. This team will include Peace Officers to enforce Criminal Code and provincial statutes along the international border.
- \$12 million is allocated to the Victims of Crime Assistance Program in 2025-26 to facilitate direct and timely supports and services to victims, including emergency expenses and recovery. \$26.8 million is committed to external partner organizations that provide supports and services to victims of crime and tragedy, including the implementation of the new victim service delivery model.
- Alberta Emergency Management Agency operating expense is \$84 million in 2025-26, \$3 million (3.7 per cent) higher than forecast in 2024-25, mainly for disaster risk reduction, public education, and grants for specialty teams in emergency management.
- Budget 2025 also allocates funding over three years to support ongoing projects and programs and to fund new measures aimed at mitigating hazards from natural disasters. This includes:
 - \$155 million for Flood Mitigation projects, with \$12 million in new funding to advance planning and regulatory approval processes to mitigate flood and drought hazards in the Bow River basin.
 - \$47 million in capital support for wildfire management.
 - \$20 million to enhance Public Safety and Emergency Infrastructure, including \$1.6 million to design and procure a mobile air monitoring lab to respond to emergency air monitoring requests.

Seniors, Community and Social Services

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	8,929	9,590	9,770	10,603	10,712	10,867

- Total expense in 2025-26 is \$10.6 billion, an \$833 million (8.5 per cent) increase from the 2024-25 estimate, due mainly to the impact of population growth on core social programs and continuing care, a short-term bump in estimated need for support programs from potential US tariffs, and steadily rising capital grants for housing programs.
- Funding for Family and Community Support Services (FCSS) remains flat at \$105 million.
- Assisted Living Alberta operating expense is \$3.8 billion in 2025-26, an increase of \$184 million (5 per cent) from 2024-25 primarily from population growth.
- Federal funding of about \$40 million per year for the next three years is forecast under the Aging with Dignity agreement. This funding enables seniors to receive home care and supports to age well at home; innovation in community care; and higher quality facility-based care in their community. The funding also supports wage enhancements for Personal Support Workers and should lead to improved outcomes in a growing segment of the continuing care sector.
- Employment and Income Support expense is estimated at \$1.255 billion in 2025-26, an increase of \$258 million (26 per cent) from the 2024-25 estimate. The increases are driven mainly by the significant population growth in 2023 and 2024 that was not fully anticipated during Budget 2024 planning. \$38 million has been added in 2025-26 in anticipation of potential US tariffs.

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- Funding for the Assured Income for the Severely Handicapped (AISH) program is \$1,641 million in 2025-26, a net decrease of \$49 million (2.9 per cent) from the 2024-25 estimate.
- Funding is also allocated to prepare for the new Alberta Disability Assistance Program set to launch in 2026, including expansion of funding for employment supports for disabled Albertans.
- Other disability services programs are budgeted at \$1.71 billion, an \$86 million increase from 2024-25, with grants under the Persons with Developmental Disabilities increasing by \$73 million, Family Support for Children with Disabilities expense increasing by \$9 million, and program support up \$4 million. Increases are driven by caseload pressures.
- Support to lower-income seniors through Alberta Seniors Benefits is increasing by \$33 million (6.5 per cent) in 2025-26, to \$540 million, and reaches \$619 million by 2027-28, due to growth in the seniors' population and annual rate escalation.
- In 2025-26, \$212.7 million is allocated to support homeless shelters, Navigation and Support Centres, and housing and supports programs to assist Albertans experiencing homelessness.
- Alberta Social Housing Corporation (ASHC) expense is increasing by \$245 million (62.0 per cent) in 2025-26, to \$641 million, with most of the increase due to a \$221 million increase in capital grants. Capital grant programs include \$767 million over three years to expand housing options for seniors, families, and individuals under the Affordable Housing Strategy; support for Indigenous housing; and \$50 million per year for lodges.
- ASHC operating programs include support for social, specialized and affordable housing, rental assistance and others. These are budgeted at \$343 million in 2025-26, an increase of \$23 million (7.1 per cent) from 2024-25. Increases mainly address pressures in rental assistance from market conditions, support housing providers with operational pressures to maintain service quality, and support lodge operators providing housing to low-income seniors.
- \$769 million is allocated to support transformational changes in continuing care and the new continuing care agency, Assisted Living Alberta.
- The 2025 Capital Plan allocates \$1.1 billion over three years to enhance affordable housing and social supports across the province. Combined with related Capital Maintenance and Renewal (CMR funding), nearly \$1.2 billion is being allocated to housing and seniors' facilities. Key investments (each over three years) include:
 - \$655 million for the Affordable Housing Partnership Program, an increase of \$250 million from *Budget 2024*, to support the goal of creating 13,000 affordable housing units.
 - \$150 million, including \$50 million in new funding, for the Seniors Lodge Modernization Program.
 - \$113 million, including \$21 million in new funding, for the Affordable Housing Strategy. This strategy funds the maintenance of government-owned social housing buildings.
 - \$769.4 million for continuing care. This funding will be used to develop new continuing care spaces; modernize existing space; develop culturally appropriate spaces for Indigenous groups and organizations; and create innovative small care homes.

Service Alberta and Red Tape Reduction

Expense \$ millions	2023-24	2024-25	2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Target	Target
	179	203	208	203	203

- Budget 2025 provides an increase of \$4 million over three years for health care card modernization.

Technology and Innovation

Expense \$ millions	2023-24	2024-25	2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Target	Target
	812	938	930	1,109	917

- Budget 2025 allocated \$42 million for modernizing government technology.

Preliminary Analysis on Alberta's 2025 Budget

- \$106.2 million is allocated to fund approved fixed wireless access and fibre to the home broadband projects as a part of the ongoing Broadband Strategy, which aims to connect every community across the province to broadband services by the end of fiscal year 2026-27. \$48 million is re-profiled from 2024-25,

Tourism and Sport

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	112	136	136	133	125	121

- The Ministry will continue to implement Higher Ground: Alberta's Tourism Strategy and grow the province's visitor economy to \$25 billion in annual visitor expenditures by 2035.
- \$10 million is allocated to the Active Communities Initiative to support the development of small to mid-sized sport and recreation facilities throughout the province.
- \$2.5 million is allocated to support major sport events, such as national and international championships.

Transportation and Economic Corridors

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	2,205	2,734	2,715	2,681	3,042	2,892

- Transportation and Economic Corridors (TEC) is responsible for delivering key road and bridge projects. Highlights from Budget 2025 include:
 - Highway 3 twinning from Taber to Burdett,
 - Highway 40 twinning south of Grande Prairie,
 - Highway 63 twinning north of Fort McMurray, and
 - Highway 881 safety and roadway improvements.
- TEC supports municipal transit solutions through investments in Edmonton and Calgary's LRT systems. Combined municipal and federal investments in LRT systems will be \$776 million in 2025.
- TEC is also responsible for the Passenger Rail Master Plan. \$6 million has been allocated to the development of this plan, which will explore the feasibility of passenger rails connections between Edmonton and Calgary, the mountain parks, regional rail lines to connect municipalities, and integration with municipal mass transit systems.
- \$13 million has been allocated to the Traffic Safety Fund.

Treasury Board and Finance

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	2,260	2,108	2,159	2,227	2,256	2,265

- Budget 2025 delivers on the government's election campaign promise to implement an eight per cent tax bracket for personal income taxes. This will reduce personal income tax revenue by \$1.2 billion in 2025-26.
- The Ministry is also making various investments to support the province's goal of increasing the Heritage Savings Trust Fund from the current \$25 billion to \$250 billion by 2050.
- While not mentioned in the Government of Alberta's Budget 2025 documents, at ABmunis' 2024 Convention, the Premier announced the province's plan to [remove the premium on capital loans](#) from the province to municipal governments. ABmunis advocated for this change to reduce the long-term cost of capital infrastructure and we are pleased to see that the new policy will take effect on April 1, 2025.



Alberta Municipalities Strength In Members

Connect

300, 8616 51 Avenue
Edmonton, AB T6E 6E6
780.433.4431 ■ 310.MUNI

abmunis.ca



9.

9.2

From: Charity Melnick <cmelnick@redwater.ca>

Sent: Wednesday, March 5, 2025 2:54 PM

Cc: Danielle Lapierre <DLapierre@redwater.ca>; facilityadmin <facilityadmin@redwater.ca>

Subject: Mayor's Breakfast Event on April 4th

We're thrilled to invite you to the highly anticipated **Mayor's Breakfast Event on April 4th!** This event promises to be an exciting opportunity to hear all about the latest developments in Redwater, with guest speakers and, of course, our very own **Mayor Dave McRae** leading the conversation. Enjoy a delicious, healthy breakfast as you mingle and network with others

To secure your spot, please make sure to register by **March 28th!** You can register in one of two easy ways:

1. **Quick Online Registration:** Simply scan the QR code or follow the link. (I've included directions in case you encounter any issues. If you have an account but are having trouble accessing it, feel free to reach out, and I can reset things on our end for you)
2. **Paper Registration:** Fill out the attached form and submit it along with your completed credit card payment form. All the details are included to guide you through the process.

If you need any help or run into any issues, feel free to reach out—I'm here to assist!

Don't miss this exciting opportunity to connect, learn, and engage with our community. We can't wait to see you there!

Best regards,

Charity Melnick

Community Services Supervisor

Town of Redwater

4944 - 53 Street | Box 397


Redwater AB T0A 2W0

Phone: 780-942-4101

Cell: 587-988-2213

Fax: 780-942-4415



Find us on: 

www.redwater.ca

The Town of Redwater is a Healthy and Respectful Workplace: Our team is here to protect the health and safety of everyone. Verbal abuse and aggressive behaviour will not be tolerated. Thank you for respecting us.

Confidentiality Warning: This communication is intended for the recipient to whom it is addressed, and may contain confidential, personal, and or privileged information. Please contact the sender immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

9.2

FRIDAY, APRIL 4, 2025



DAVE MCRAE

Mayor of Redwater

JOIN MAYOR DAVE MCRAE FOR A
COMMUNITY UPDATE HIGHLIGHTING
KEY PAST, PRESENT, AND FUTURE AREAS
OF INTEREST.



**Register By
March 28th, 2025**

SCAN TO REGISTER

<https://townofredwater.perfectmind.com>



MAYOR'S BREAKFAST

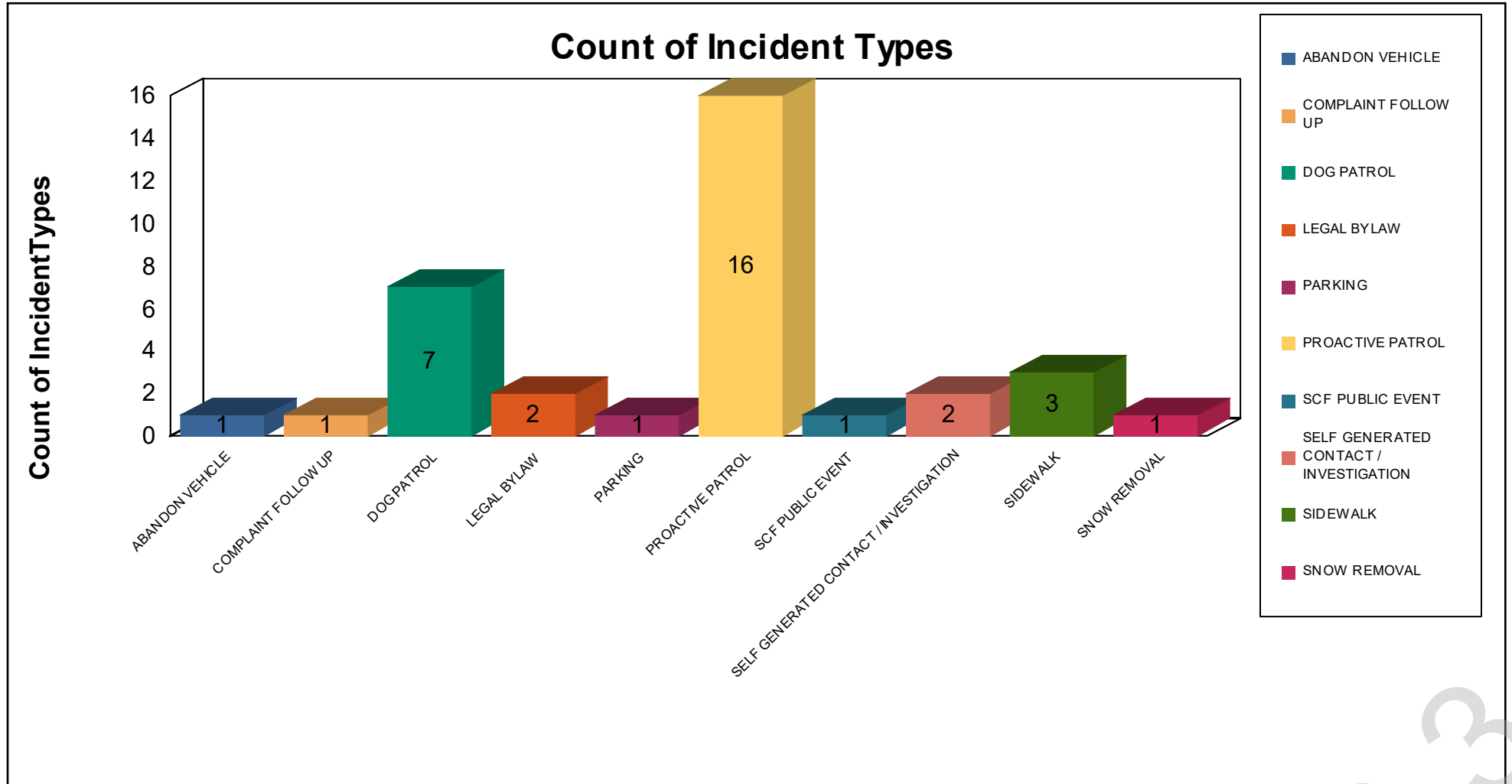
Menu
Buffet style

- Waffles
- Scrambled eggs
- Bacon
- Sausage
- Hash browns
- Fruit
- Yogurt
- Croissants/toast
- Coffee
- Juice

Statistics from Occurred Date: 2/1/2025 12:00:00AM to 2/28/2025 11:59:00PM

Incident Report

STURGEON COUNTY ENFORCEMENT -

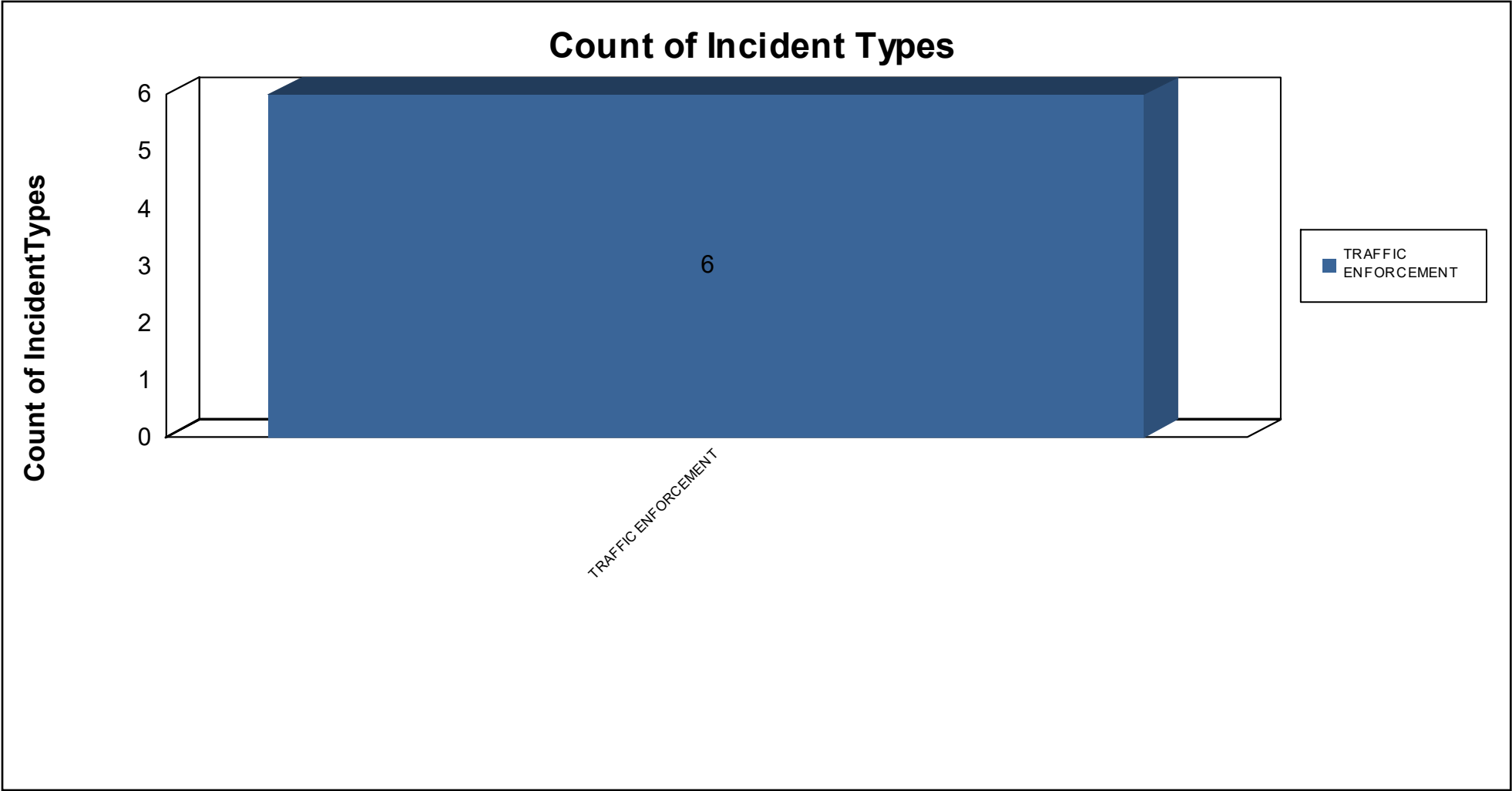


ABANDON VEHICLE: 1 2%

Incident Report

STURGEON COUNTY ENFORCEMENT -

COMPLAINT FOLLOW UP: 1	2%
DOG PATROL: 7	17%
LEGAL BYLAW: 2	5%
PARKING: 1	2%
PROACTIVE PATROL: 16	39%
SCF PUBLIC EVENT: 1	2%
SELF GENERATED CONTACT / INVESTIGATION: 2	5%
SIDEWALK: 3	7%
SNOW REMOVAL: 1	2%



TRAFFIC ENFORCEMENT: 6 15%

Grand Total: 100.00% Total # of Incident Types Reported: 41

9.4

Danielle Vandersteen

[REDACTED]

[REDACTED]

[REDACTED]

February 27, 2025

Carol Tremblay

Mayor of Legal

5021 – 50 Street

Legal, AB T0G 1L0

Dear Mrs. Tremblay,

My name is Danielle Vandersteen, and I grew up in Legal, Alberta, graduating from École Citadelle in 2016. I am currently in my fourth year of a Bachelor's degree in Social Work and now live in Edmonton. Although I have moved away, my parents still reside in Legal, and I continue to consider it my home.

As part of my *Advanced Social Work Practice with Communities* course, I conducted a needs assessment of Legal—a place I know well and care deeply about. Through my research, I identified many of the town's strengths, particularly its strong sense of community, safety, and commitment to education. However, like any community, there are areas for growth. I came across several gaps in services that impact the well-being of residents, which is why I am reaching out to you today. I want to bring these issues to your attention and offer potential solutions.

9.4

I hope this letter conveys my passion for the health and wellness of all Legalians and that you will seriously consider these recommendations for the betterment of our community.

Growing up in Legal, I often struggled to connect and form lasting friendships with others in town. I believe this was partly due to the lack of programming available to youth in the community. Thankfully, my parents could drive me to extracurricular activities in neighbouring towns, but this option isn't available to all families in Legal. Reflecting as an adult, I can see that what would have been most beneficial for my siblings, me, and other youth in Legal is more community-driven programming and a place to receive support. Still today, there is no public, safe space where youth can come together, receive advice, engage in play, and connect with one another in Legal. As many youths cannot legally drive or do not have access to a vehicle, they are dependent on their parent's transportation or limited to activities within the town. Therefore, programming must be offered locally to overcome these barriers. Not only is it important to have recreational programming, but also to have programming for skills building and preparation for the workforce. As this is a time of transition for youth who may not feel qualified or ready to work or to go to high school, this type of program could make a positive difference for a lot of youth.

Youth make up a very large portion of the population. In 2021, there were 270 children aged 0 to 14 in Legal, making up 21.9% of the population (Statistics Canada, 2021). Of these 270 children, 200 were between the ages of 5 and 14, highlighting the significant number of adolescents currently living in the town (Statistics Canada, 2021). Given the size of this group, it is essential to view them as a valuable asset to the community, one that must be considered in the development and enforcement of policies. Their well-being and development are crucial, especially considering that the future of Legal rests on their shoulders. If they have positive,

fulfilling experiences growing up in Legal, they will likely be more inclined to raise their own families here. This is particularly important given the town's population decline of 8% from 2016 to 2021, a trend that should be taken seriously when planning for the future (Statistics Canada, 2023).

Filling this gap is also important for the overall health of young Legalians, especially their mental health. “Young people face a wide array of challenges and opportunities at different stages of their lives. They need access to appropriate and culturally sensitive supports that meet their evolving needs to succeed in our rapidly changing world” (Government of Canada, 2020). Being a youth can be difficult; it’s a time of transition and uncertainty, where physical changes in the body impact everyday life. This period often leads to a range of issues, particularly mental health challenges such as alcoholism, drug use, eating disorders, anxiety, depression, and more. The transition also affects mood, which frequently strains relationships, especially within the family system. Given all these factors, adolescence is a critical time for intervention and support from the community. It is a time when friends and mentors play an essential role in individual well-being and where safe spaces outside the home are crucial for healthy development. According to the Government of Canada (2020), strong, nurturing relationships with trusted adults and mentors help youth navigate these challenges, promoting their emotional and mental health while nurturing a culture that values their unique contributions.

The Government of Canada has a strong youth policy that prioritizes young Canadians and recognizes their potential. The Minister of Youth emphasizes that “Young Canadians are the most educated, connected and diverse generation this country has ever seen. They are changing our communities, challenging the status quo, and taking the lead on building a better, fairer, and

more sustainable future” (Government of Canada, 2020). I strongly agree with this statement and believe you should as well, investing in youth benefits not only them but the entire community.

Through the Youth Council of Canada, the federal government has developed a youth policy that outlines key priorities for supporting young people. One particularly relevant objective for Legal is the creation of meaningful opportunities for youth voices to be heard and respected. This is a gap I see in Legal; young people lack opportunities to share their perspectives with decision-makers. The policy also emphasizes that “all children and youth should feel like their experiences, knowledge, and beliefs are valued by all adults” (Government of Canada, 2020). As the Mayor of Legal, you and your colleagues have a responsibility to “provide services, facilities, or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality” (Government of Alberta, 2025). Ensuring that youth are included in decision-making is not just beneficial—it is a necessary step toward strengthening the future of our community.

Implementing these ideas and values is not without challenges, but a strong starting point would be the creation of a youth council in Legal. This initiative could significantly enhance youth involvement in community decision-making and serve as a foundation for future youth programming. By allowing young people to have a voice in shaping their community, their needs would be more accurately met, and participation would be much more likely. When individuals participate in decision-making, they develop a sense of ownership and investment in the outcomes. Given the challenge of attendance in small communities, this is an important factor to consider.

The youth council could be introduced and promoted through the local schools, requiring only a minimal commitment—perhaps quarterly meetings where youth collaborate with the Town of

Legal Council to discuss their ideas and concerns. This would not only give young people a platform to represent their peers but also offer valuable leadership and civic engagement opportunities.

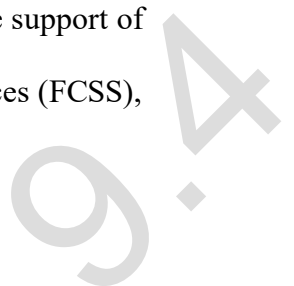
Another vital solution to consider is establishing a youth centre or hub. A dedicated space where young people can gather, participate in activities, and receive support from mentors. Even a small-scale initiative, such as after-school drop-in hours from 3:30 to 6 PM, could provide a much-needed safe and inclusive space. If funding is a barrier, volunteers could facilitate the program, ensuring accessibility for all youth.

This hub could extend beyond recreation by incorporating homework help and tutoring, encouraging educational success while alleviating academic stress. Additionally, it could serve as an access point for mental health resources, connecting youth with support available in neighbouring communities. The hub could also function as a centre for identifying programming needs and interests, ensuring that youth have a direct say in the activities and services provided. A practical location for this initiative could be the Citadel Centre, where increased engagement would also benefit the library or within school facilities for ease of access.

Building partnerships with local and regional organizations would further enhance opportunities for youth in Legal. The Town of Morinville operates a similar youth hub with drop-in services and structured programming, making it a valuable model from which Legal can mirror.

Additionally, Sturgeon County's Youth Advisory Committee aligns with the vision for a youth council in Legal, presenting an opportunity for collaboration and guidance.

Funding is often the most significant barrier to creating new programs. Still, with the support of the Chamber of Commerce, local schools, and Family and Community Support Services (FCSS),



there is real potential to implement meaningful youth services. The Family and Community Support Services Act could also provide funding for transportation, ensuring that children from surrounding areas can also access programs and resources. Additionally, these initiatives could create valuable volunteering and mentorship opportunities for adults seeking to contribute to their community, gain experience, and build meaningful connections with youth.

As the Government of Canada (2020) highlights, every young person should be given the opportunity to reach their full potential. By investing in youth-focused initiatives, Legal can create a strong sense of belonging, provide critical support, and ultimately build a more engaged and thriving community for future generations. Simply listening to and empowering young people could lead to lasting, positive change that benefits the entire town.

Thank you for taking the time to consider these ideas. Legal has always been a strong and connected community, and I truly believe investing in its youth will only strengthen this foundation for future generations. I hope this letter highlights the importance of supporting young people in our town and provides meaningful solutions to consider.

Sincerely,

Danielle Vandersteen

References

Government of Alberta. 2025. About Municipalities. <https://www.alberta.ca/about-municipalities>

Government of Canada. 2020. Canada's Youth Policy.

<https://www.canada.ca/en/youth/programs/policy.html>.

Statistics Canada. 2023. (table). *Census Profile*. 2021 Census of Population. Statistics Canada

Catalogue no. 98-316-X2021001. Ottawa. Released November 15, 2023.

<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E>.

9.5

YOU'RE INVITED

April 11, 2025



Proudly Organized by
Sherwood Park & District
Chamber of Commerce

9.5

RECEIVED MAR 13 2025

It is our pleasure to invite you and a guest to attend the
Sherwood Park & District Chamber of Commerce
2025 Great Canadian Trade Fair & Sale Opening Ceremonies.

Friday, April 11th, 2025

Millennium Place, 2000 Premier Way, Sherwood Park

11:30 am Reception (In front of gymnasium)

1:00 pm Ribbon Cutting

Please RSVP your attendance by April 4th, 2025

by calling 780-464-0801

or emailing admin@sherwoodparkchamber.com

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Lemonade Day Northern Alberta Support Request
Agenda Item No:	10.1

BACKGROUND / PROPOSAL:

Community Futures is bringing Lemonade Day to Legal and would like to request support.

Lemonade Day Northern Alberta is much broader than just one individual child selling lemonade from their stand. It's a process that gets the whole community focused on investing in youth and teaching them about business. It also shows them how they can create their own jobs in the future instead of just looking for a job.

The success of Lemonade Day relies on members of all communities coming together for one purpose - to train the next generation of entrepreneurs, civic leaders and engaged citizens.

Lemonade Day was brought to Northern Alberta in 2018 by one Community Futures office and was offered to participants in their region. In 2024, Lemonade Day took place in 14 Alberta Community Futures regions in 59 towns.

Lemonade Day Northern Alberta will take place on Saturday, June 14, 2025.

Attached is a package that outlines Lemonade Day and the various ways to show support to the initiative.

Previously, the Town of Legal:

2024: Proclaimed June 15, 2024 as Lemonade Day and sold Town of Legal business licenses for \$1.00 (1 business license was sold).

2023: Proclaimed June 17, 2023 as Lemonade Day and sold Town of Legal business licenses for \$1.00 (0 business licenses were sold).

2022: Proclaimed June 18, 2022 as Lemonade Day and sold Town of Legal business licenses for \$1.00 (0 business licenses were sold).

2019: Sold Town of Legal business licenses for \$1.00 (2 business licenses were sold)

2018: Proclaimed June 23, 2018 as Northwest Lemonade Day and sold Town of Legal business licenses for \$1.00 (1 business license was sold).

Administration is recommending Council to proclaim June 14, 2025 as Lemonade Day and for the Town to issue Lemonade Day Business Licenses for a fee of \$1.00.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Lemonade Day is about learning business skills, setting goals and creating a successful business strategy. Kids gain financial literacy, interact with their communities, learn about entrepreneurship and are encouraged to give back to a charity of their choice.

Northern Alberta Lemonade Day is a not-for-profit organization. All the funds collected through local donations and sponsorship are used directly to support Lemonade Day and the kids involved.

There are a number of ways to support Lemonade Day: Making an official Proclamation of Lemonade Day; Sponsorship (see below); Providing Space to Host Lemmy U training sessions; Volunteering; Event Promotion.

COSTS / SOURCE OF FUNDING (if applicable):

Sponsorship Levels:

Main Squeeze Sponsor:	\$75,000	Lemon Drop Sponsor:	\$15,000
Fresh Squeeze Sponsor:	\$25,000	Pucker Pal Sponsor:	\$10,000

Contest & Local Sponsorship Levels:

Local Lemon Diamond Level Sponsor	\$7,500	Local Lemon Silver Level Sponsor	\$2,500
Local Lemon Gold Level Sponsor	\$5,000	Local Lemon Bronze Level Sponsor	\$1,000
Lemonade Day Wrap Up Party Sponsor	\$250	Local Area Entrepreneur of the Year Contest Sponsor	\$100
Local Area Best Tasting Lemonade Contest Sponsor	\$100	Local Area Best Lemonade Day Stand Contest Sponsor	\$100
Local Lemonade Day Sponsor	\$100+		

RECOMMENDED ACTION (by originator):

It is recommended that Council proclaim June 14, 2025 as Lemonade Day in the Town of Legal and the Town of Legal to issue Lemonade Day Business Licenses for a fee of One Dollar (\$1.00).

Initials show support – Reviewed by:

CAO: Original Signed - RP

From: Amanda Robinson <arobinson@albertacf.com>
Sent: Monday, March 10, 2025 2:57 PM
To: Christine Young <cyoung@legal.ca>
Subject: Lemonade Day 2025 is coming town and we need your support!

Good Day,

I'm reaching out to you about Lemonade Day 2025!

At Community Futures Tawatinaw Region we have been supporting small business owners in our region for over 30 years. We are also proud supporters of Young Entrepreneurs.

Our Lemonade Day program offers local kids the chance to learn business skills and earn money all while having fun.

Lemonade Day is a Free program, and it will be coming to Athabasca, Boyle, Busby, Clyde, Westlock, Thorhild, Legal, Morinville, Gibbons and Redwater on June 14, 2025.

Lemonade Day Northern Alberta is much broader than just one individual child selling lemonade from his/her stand. It's a process that gets the whole community focused on investing in our youth and teaching them about business. It also shows them how they can create their own jobs in the future instead of just looking for a job.

I am attaching a package that outlines Lemonade Day and the many ways participating towns can support our program and your local kids. I have also included a support request letter, a Lemmy Business license template and a Proclamation template.

Your support is essential in helping us bring this Free program to the kids in your town.

If you have any questions or there is anything else I can provide, please contact me. Thank you so much for your help, we really appreciate any support you can offer.

Best Regards,

Amanda Robinson

[Community Futures Tawatinaw Region](#)

Sr. marketing Analyst

[Lemonade Day Northern Alberta](#)

City Director

10611 100Ave, Westlock, AB
T7P 2J4
Ph: 780-349-2903

FOLLOW

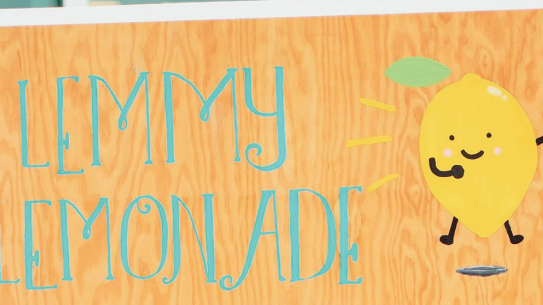


10.1



Lemonade Day![®]

SPONSORSHIP PACKAGE



NEEDS YOUR SUPPORT

*More than just a Day.
More than just a
Lemonade Stand.*



CONTACT US



1-888-349-2903



lemonadeday.org/northern-alberta



arobinson@albertacf.com



Lemonade Day!™

NORTHERN ALBERTA

EMPOWERING TODAY'S YOUTH TO BECOME TOMORROW'S ENTREPRENEURS

Lemonade Day is Coming Back to Northern Alberta for 2025!

We are so excited to let you know that Lemonade Day 2025 is coming to your Town.

Community Futures is bringing Lemonade Day to your town and we would like to request your support.

Lemonade Day Northern Alberta is much broader than just one individual child selling lemonade from his/her stand. It's a process that gets the whole community focused on investing in our youth and teaching them about business. It also shows them how they can create their own jobs in the future instead of just looking for a job.

The success of Lemonade Day relies on members of all communities coming together for one purpose - to train the next generation of entrepreneurs, civic leaders and engaged citizens.

Please help us impact the youth in our communities! There are a number of ways you can show your Support for Lemonade Day:

- Making an official Proclamation of Lemonade Day
- Sponsorship
- Providing Space to Host Lemmy U training sessions
- Volunteering
- Event Promotion

Sponsorship information has been provided in this package. All levels of sponsorship are flexible, and no offer of support will be refused. Remember, all contributions made to Lemonade Day Northern Alberta go directly towards supporting the program and the kids involved.

Lemonade Day Northern Alberta will take place on Saturday, **June 14, 2025**. Wear yellow, drink lots of lemonade and support a dream!

Get involved. Help support a stand. Spark a dream.

Amanda Robinson

Amanda Robinson
Lemonade Day Northern Alberta
City Director

WHAT IS LEMONADE DAY?

- Lemonade Day is a free educational initiative that introduces youth to entrepreneurship, teaching them how to start, own, and operate their own business – a lemonade stand.
- Lemonade Day teaches skills that will prepare youth for both business and life.
- Lemonade Day culminates in the real world experience of youth going into business by setting up their lemonade stand.
- Started in 2007 in Houston, TX.
- Over the past 10 years, Lemonade Day has reached over 1 million youth in 60 cities across the US and Canada.



OUR STORY

- Established in 2018 in one Alberta Community Futures region.
- Establishes relationships between local businesses and participants, as well as participants and their municipalities. While also introducing the concept of philanthropy and giving back to their community.
- Registered more than 1300 kids in 2024.
- In 2024 Lemonade Day took place across fourteen Alberta Community Futures regions in 59 towns.



Northern Alberta Wide 2024

57% of participants spent a portion of their profit

91% of participants saved a portion of their profit

93% of participants shared a portion of their profit

2024 RESULTS AND IMPACT



Lemonade Day!®

BIG PICTURE

Registered Kids

1305

STAND STATS

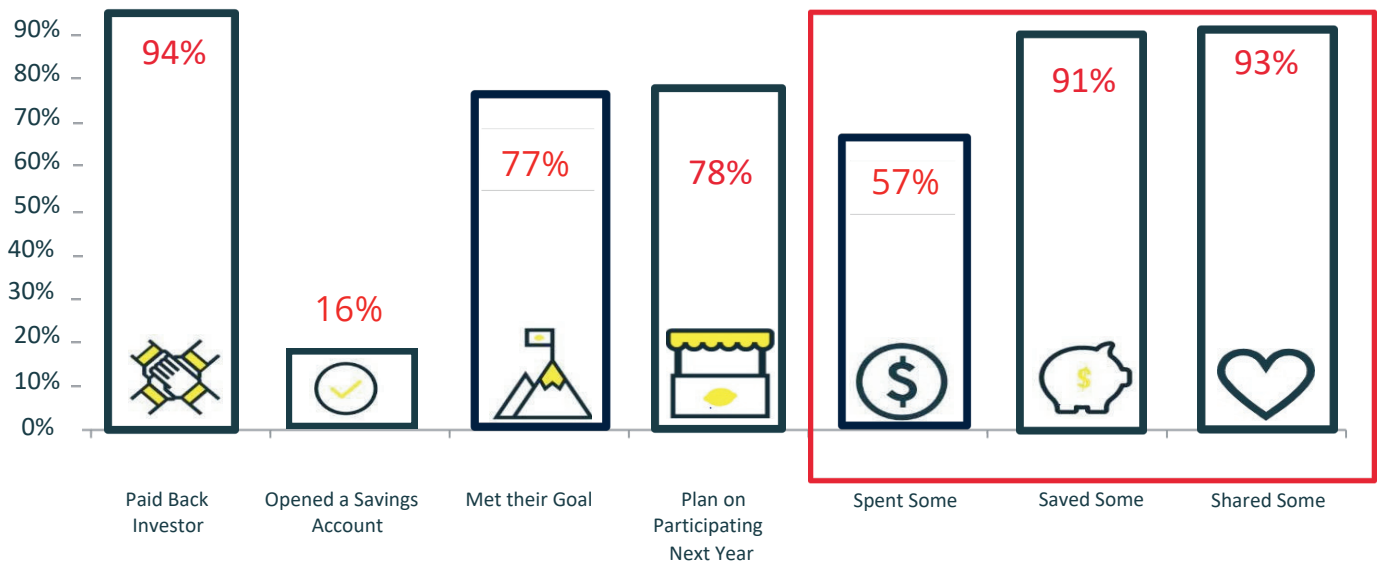
Avg. Total Profit

\$235.69

Total Donated

7903.99

LOOKING AT LESSONS

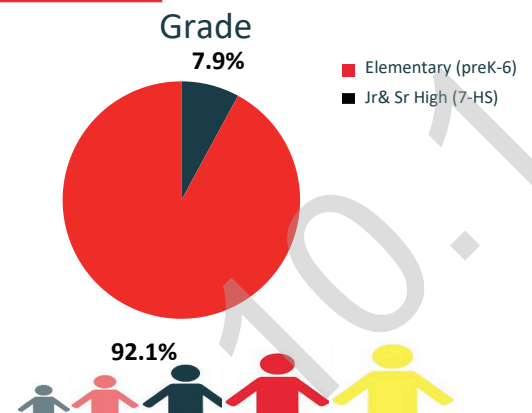
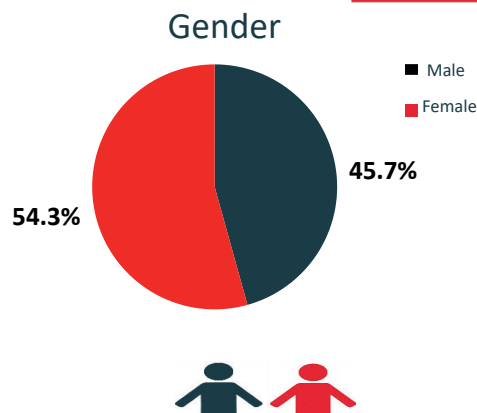


\$53.05
Average Amount Shared



\$121.59
Average Amount Saved

PARTICIPANT DEMOGRAPHICS





Lemonade Day![®]

NORTHERN ALBERTA
lemonadeday.org/northern-alberta



Sponsorship Levels

\$75,000

MAIN SQUEEZE SPONSOR

- **Only 1 Available**
- Largest and most prominent logo on all marketing materials and at events across all areas. Presence in video used in social media and at events.
- Logo on website and App

\$25,000

FRESH SQUEEZE SPONSOR

- Medium sized logo on all marketing materials and at events across all areas.
- Logo on website.

\$15,000

LEMON DROP SPONSOR

- Logo on website.

\$10,000

PUCKER PAL SPONSOR

- Name recognition on website.

10.1



Contest & Local Sponsorship Levels

As a sponsor there are a number of ways and levels that you can contribute to this fantastic program, no offer of sponsorship monetary or in-kind, will be refused. All gestures of support are greatly appreciated.

\$7,500

**LOCAL LEMON
DIAMOND LEVEL
SPONSOR**

- Recognition through promotion on Community Futures Social Media Profiles.
- Recognition on Lemonade Day social media.
- Recognition on Community Futures Website
- Logo on Community Futures website
- Recognition of sponsor in any local media coverage.

\$5000

**LOCAL LEMON
GOLD LEVEL
SPONSOR**

- Recognition through promotion on Community Futures Social Media Profiles.
- Recognition on Community Futures Website.
- Logo on Community Futures website.
- Recognition of sponsor in any local media coverage.

\$2500

**LOCAL LEMON
SILVER LEVEL
SPONSOR**

- Recognition through promotion on Community Futures Social Media Profiles.
- Recognition on Community Futures Website.
- Recognition of sponsor in any local media coverage.

\$1000

**LOCAL LEMON
BRONZE LEVEL
SPONSOR**

- Recognition through promotion on Community Futures Social Media Profiles.
- Recognition on Community Futures Website.
- Recognition of sponsor in any local media coverage.



\$250

**LEMONADE
DAY
WRAP UP
PARTY
SPONSOR**

- Recognition through promotion on Community Futures Social Media profiles.
- Recognition at event.
- Recognition in event advertising.
- Recognition of sponsor in any local media coverage the event may have.

\$100

**LOCAL AREA
ENTREPRENEUR
OF THE YEAR
CONTEST
SPONSOR**

- Recognition as presenting sponsor of Area Entrepreneur of the Year Contest through promotion on Community Futures social media.
- Recognition of sponsor in any local media coverage.

\$100



**LOCAL AREA
BEST TASTING
LEMONADE
CONTEST
SPONSOR**

- Recognition as presenting sponsor of Area Best Tasting Lemonade Contest through promotion on Community Futures social media.
- Recognition of sponsor in any local media coverage.

\$100

**LOCAL AREA BEST
LEMONADE
STAND
CONTEST
SPONSOR**

- Recognition as presenting sponsor of Area Best Lemonade Stand Contest through promotion on Community Futures social media. Recognition of sponsor in any local media coverage.

\$100+

**LOCAL
LEMONADE DAY
SPONSOR**

- Recognition as local sponsor on the Community Futures Social Media profiles.
- Recognition of sponsor in any local media coverage.



Lemonade Day![®]

N O R T H E R N A L B E R T A
lemonadeday.org/northern-alberta

The success of Lemonade Day relies on members of the community coming together for a common purpose – to train the next generation of entrepreneurs, civic leaders and engaged citizens.

**Thank You for Your
Support!**



PROCLAMATION

WHEREAS, *Lemonade Day is a free, community-wide educational event providing children with the opportunity to learn and apply entrepreneurial thinking and create a foundation for success in the global economy; and*

WHEREAS, *Lemonade Day exists to infuse today's youth with the spirit of enterprise, teaching the basic business and entrepreneurial skills necessary to become successful, contributing members of the communities; and*

WHEREAS, *Lemonade Day has a core philosophy of SPEND, SAVE, and SHARE that is implemented by teaching children how to start, own, and operate a business, learn goal-setting, develop a business plan, establish a budget, seek investors, provide customer service and give back to the community; and*

WHEREAS, *Lemonade Day offers opportunities for families, businesses, schools, youth organizations, neighborhoods, institutes of higher learning, and government agencies to unite for a common purpose - to train the next generation of entrepreneurs; and*

WHEREAS: *Lemonade Day is a day of learning and celebrating northern Alberta's future. On June 18th every citizen has a job - either buying or helping children sell lemonade; and*

THEREFORE, BE IT RESOLVED that _____ Mayor of the Town of _____, on behalf of this Commission, do hereby proclaim **June 14, 2025** to be **LEMONADE DAY** in the Town of _____ and encourage every citizen to purchase a cup of lemonade from one of the youths participating in the program to demonstrate how our community cares for the future of our youth.



TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx
Title:	Request from Alberta Bilingual Municipal Association, Re: Proposal for Membership Fees
Agenda Item No:	10.2

BACKGROUND / PROPOSAL:

The Alberta Bilingual Municipalities Association (ABMA) is a member association serving member municipalities in Alberta that are either declared bilingual at a Federal level and/or that support bilingualism as a driver for economic growth. ABMA is an important player in economic development in Alberta.

The ABMA has presented a proposal for the introduction of membership fees for current members as well as municipalities wishing to join the Association. Attached is the submitted proposal.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

After extensive discussions and a review of models from similar associations, the ABMA believes that establishing a membership fee will not only demonstrate a clear commitment from members but also serves as a valuable indicator of engagement when applying for grants.

With member support, the ABMA can enhance the value of their association and strengthen their collective impact. These contributions will help expand initiatives, provide more resources to members, and advocate effectively for the needs of bilingual communities across Alberta.

COSTS / SOURCE OF FUNDING (if applicable):

Proposed Membership Fees:

10.2

- Villages: \$150.00
- Towns under 2,000 population: \$500.00
- Towns over 2,000 population: \$700.00
- Cities: \$1,100.00
- Municipal Districts/Counties: \$1,100.00

RECOMMENDED ACTION (by originator):

Option 1:

It is recommended that Council notify the Alberta Bilingual Municipalities Association of Council's decision to support the proposed membership fees as presented by the ABMA.

Option 2:

It is recommended that Council notify the Alberta Bilingual Municipalities Association of Council's decision to not support the proposed membership fees as presented by the ABMA.

Option 3:

It is recommended that Council notify the Alberta Bilingual Municipalities Association of Council's decision to not support the proposed membership fees as presented by the ABMA, and the Town of Legal's resignation as a member of the Alberta Bilingual Municipalities Association effective immediately.

Initials show support – Reviewed by:

CAO: Original Signed - RP



March 10, 2025

Subject: Proposal for Membership Fees – Alberta Bilingual Municipal Association (ABMA)

Dear Mayor, Council and Chief Administrative Officer,

On behalf of the Alberta Bilingual Municipal Association (ABMA), I would like to express our gratitude for your continued support and commitment to promoting bilingualism in Alberta's municipalities.

At our recent meeting on February 15, 2025, the members of the ABMA made an important decision to present a proposal for the introduction of membership fees for our current members as well as municipalities wishing to join our association.

After extensive discussions and a review of models from similar associations, we believe that establishing a membership fee will not only demonstrate a clear commitment from our members but also serve as a valuable indicator of engagement when applying for grants.

Proposed Membership Fees:

- **Villages:** \$150.00
- **Towns under 2,000 population:** \$500.00
- **Towns over 2,000 population:** \$700.00
- **Cities:** \$1,100.00
- **Municipal Districts/Counties:** \$1,100.00

We are confident that, with your support, we can enhance the value of our association and strengthen our collective impact. These contributions will help us expand our initiatives, provide more resources to our members, and advocate effectively for the needs of bilingual communities across Alberta.

We greatly appreciate your consideration of this proposal and look forward to your feedback. Please feel free to reach out if you have any questions or require further information.

Thank you for your ongoing commitment to the ABMA and the communities we serve.

Sincerely,

Elisa Brosseau,
Chair
Alberta Bilingual Municipal Association (ABMA)
(780)573-9846
abmalberta@gmail.com

10.2

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Town of Legal Economic Development Committee Report
Agenda Item No:	10.3

BACKGROUND / PROPOSAL:

At the October 2, 2023 Council meeting, the Economic Development Committee Terms of Reference was approved by Council, and the Economic Development Committee was initiated.

In accordance with the Economic Development Committee Terms of Reference, the Committee is to submit a report annually to Council at minimum on the economic development plan and Committee actions.

Attached is the report, dated March 3, 2025, that has been submitted by the Town of Legal Economic Development Committee, and the Economic Development Committee Terms of Reference.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Economic Development Committee is to assist Town of Legal Council and administration in supporting, enhancing, and promoting business and economic activity within the Town of Legal. The Committee's role is to plan and undertake economic development initiatives, to advise and support Town of Legal Council and administration on matters relating to the local economy and business community, and to act as a liaison between Council and the business community.

The attached report provides an economic assessment of Legal and outlines actionable strategies for growth, business attraction and long-term sustainability. The report also outlines strategic recommendations, including short-term initiatives (marketing and awareness, developer outreach, and adjust lot pricing and incentives) and long-term

strategies (infrastructure investment, sustainable development plan, public-private partnerships, and economic development leadership). It also provides financial considerations including a budget overview and potential revenue-generating projects.

COSTS / SOURCE OF FUNDING (if applicable):

Not applicable.

RECOMMENDED ACTION (by originator):

Option 1:

It is recommended that Council receive the Town of Legal Economic Development Committee report as information.

Option 2:

It is recommended that Council direct administration to include the Town of Legal Economic Development Committee report on the May 26, 2025 Governance and Priorities Committee meeting agenda for discussion.

Initials show support – Reviewed by:

CAO: Original Signed - RP

From: "House, Adam (NRF)"

Date: March 3, 2025 at 8:46:43 AM MST

To: Robert Proulx

Cc: Randy Glaubitz, Jeff McMurray, Fred Malott, Andy Beaton

Subject: Economic development committee Report

Robert

Thank you for the opportunity to assemble as a team for the Town of Legal Economic Development Committee. Just shy of 2 years ago our team of 5 came together with you to plan a strategy to engage with the community residents and business owners and dive into the current state of our towns economic state with opportunities to bring forward to yourself and the towns board recommendations for our positive growth moving into these exciting years ahead.

Since conception of this team, we have been actively involved in the community through all levels of local events, here in Legal as well as participated with the Towns engagement with the City of Edmonton. We met with local residents and business owners to gather input and researched trends that have brought success in the goals we share.

Our team has gathered regularly and have taken this task serious as we prepared the following report for you to share with the town.

Please see attached our Economic Development Report and reach out if you have any further questions.

Thank you again for allowing us to share in this process and we look forward to seeing how the town acts on the future development opportunities we have in front of us.

Adam House

Chair, Legal Economic Development Committee

10.3

Town of Legal Economic Development Committee Report

Prepared by: Adam House, Jeff McMurray, Randy Glabitz, Fred Mallot, Andy Beaton

Date: March 3, 2025

Economic Development Report

1. Introduction

Overview of Economic Standing

The Town of Legal is situated in Sturgeon County, approximately 42 km north of Edmonton, accessible via Highway 651. Established in 1894 as a Francophone community, Legal is recognized as the *"French Mural Capital of Canada."* While the town has strong community engagement and local pride, recent economic trends indicate stagnation and population decline, requiring immediate strategic intervention.

Legal had a population of 1,288 in 2024, showing modest recovery after past declines. From 2001 to 2016, Legal grew from 1,192 to 1,345, before declining to 1,232 in 2021 and recovering to 1,288 in 2024. This contrasts with Morinville's 59% growth over two decades, and more recently, its 2.03% growth in the past five years (from 10,489 in 2019 to 10,698 in 2024). Meanwhile, Legal saw a 0.85% decline over the past five years, decreasing from 1,299 in 2019 to 1,288 in 2024, driven by residential and commercial expansion, while Legal has struggled to sustain long-term growth.

Purpose

This report provides an economic assessment of Legal and outlines actionable strategies for growth, business attraction, and long-term sustainability. By examining successful growth models used by towns such as Morinville and Gibbons, Legal can adopt best practices to position itself for future success.

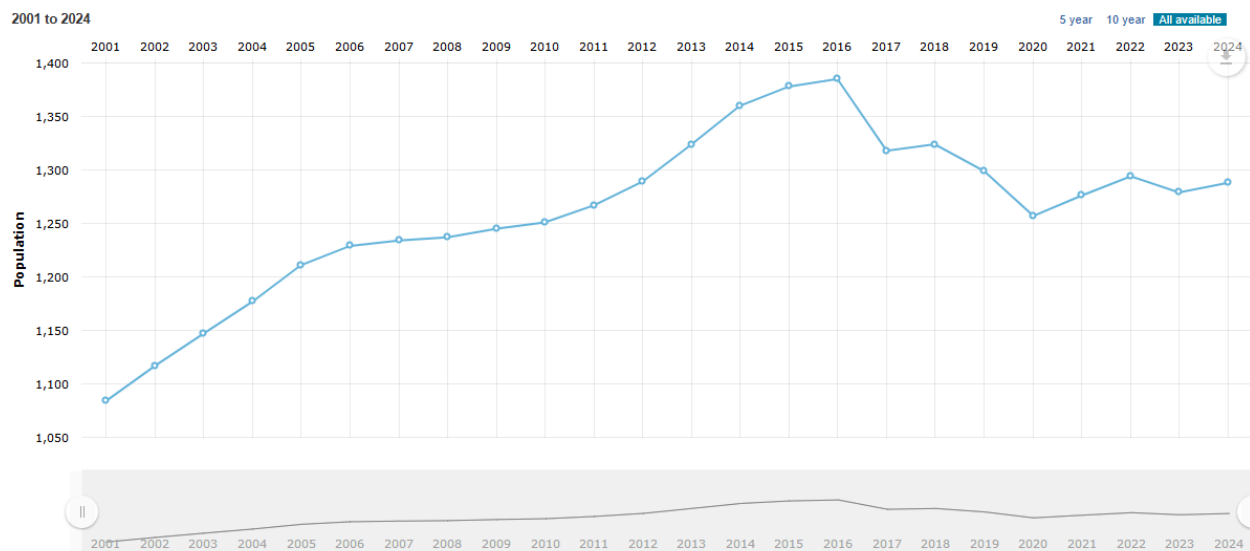
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2. Current Economic Climate

Key Economic Indicators

Population Trends

Despite strong provincial growth, Legal has struggled to attract and retain residents. Neighboring communities, such as Morinville and Gibbons, have benefited from proactive development policies and economic initiatives. Morinville, in particular, has successfully grown through a combination of residential expansion, business-friendly policies, and strategic infrastructure investment.



Business Landscape

A declining population has led to business retention challenges, as many residents shop or seek services in Morinville and Edmonton. Surveys indicate that while Legal offers basic amenities, it lacks the economic density to sustain long-term business viability. Other small towns have overcome this challenge by implementing business-friendly zoning, offering incentives, and ensuring infrastructure readiness to attract new commercial development.

Strengths & Opportunities

- **Regional Growth:** Edmonton's population is projected to reach 1.74 million by 2027, and Sturgeon County's is expected to grow from 30,000 to over 50,000 residents.
- **Major Industrial Developments:** The \$11.5 billion Dow Petrochemical Plant, Air Products, Lindee, and LRT expansions will create tens of thousands of jobs, increasing demand for housing.
- **Affordable Housing Advantage:** Compared to Southern Alberta, Northern Alberta housing is on average \$175K more affordable, making Legal attractive to homebuyers.
- **Community Engagement:** Legal has strong civic pride and cultural assets, including its French murals and annual events.
- **Strategic Land-Use Planning:** Updating Legal's land-use strategy to accommodate future growth, drawing from successful small-town development models, can help Legal attract investment and housing development.

Ongoing Infrastructure Investments

- The **Legal Arena and Curling Rink** is currently undergoing a **\$7 million retrofit**, funded by the federal government. Upgrades include expanded seating, new dressing rooms, energy-efficient systems, and improved accessibility.
- This expansion is a significant investment in the town's future, strengthening community engagement and fostering local pride. The upgraded facilities will provide an enhanced recreational space for residents of all ages, encouraging sports participation, attracting regional tournaments, and boosting local businesses through increased visitor traffic. With modernized amenities, Legal can position itself as a hub for community activities, further enriching the quality of life for its residents.

Weaknesses & Challenges

- **Stagnant Housing Development:** No significant new housing projects have launched, forcing prospective residents to settle in neighboring towns. Other communities have benefited from approving multi-phase housing developments—Legal should explore similar approaches.
 - **Lack of Market Visibility:** Many homebuyers and developers are unaware of Legal's potential, requiring improved marketing and outreach.
 - **Limited Commercial Services:** Unlike Morinville, which has successfully attracted new businesses, Legal's current commercial landscape lacks diversity and accessibility.
-

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3. Key Areas for Development

1. Infrastructure Development: Unlock, Attract, & Build

- Develop a comprehensive growth plan ensuring land is zoned for future residential, commercial, and mixed-use expansion.
- Seek government funding and partnerships for infrastructure enhancements (e.g., recreation facilities, parks, road expansions).
- Establish a Business Park or Light Industrial Zone to attract commercial investment and create jobs within Legal.

2. Business Growth & Retention

- Implement business incentives, such as reduced property taxes for new commercial ventures.
- Zone and market commercial land for retail and service-based businesses, drawing on successful models from small Alberta towns.
- Develop a local business incubator to support startups and entrepreneurs.

3. Tourism & Community Engagement

- Enhance Legal's tourism appeal by integrating its murals, French heritage, and cultural events into a larger regional tourism circuit.
 - Build a community gathering space or small-scale recreation project (e.g., a splash park, disc golf course, outdoor fitness circuit, community greenhouse, or public orchard etc) to improve family appeal.
 - Launch marketing campaigns targeting young families and retirees looking for an affordable, community-focused lifestyle.
-

4. Strategic Recommendations

Short-Term Initiatives (1 Year)

- **Marketing & Awareness:** Promote Legal's affordability, heritage, and proximity to Edmonton in real estate and economic development campaigns.
- **Developer Outreach:** Engage regional builders and real estate investors to establish Legal as a growth-ready town.
- **Adjust Lot Pricing & Incentives:** Work with developers to lower upfront costs, similar to successful strategies used in small but growing towns.

Long-Term Strategies (2-5 Years)

- **Infrastructure Investment:** Secure funding for upgrades to existing and new recreational facilities and public amenities
 - **Sustainable Development Plan:** Implement a multi-phase residential growth strategy, ensuring steady development without overwhelming existing services.
 - **Public-Private Partnerships (PPP):** Collaborate with private investors to develop commercial centers and multi-use properties.
 - **Economic Development Leadership:** Consider hiring or contracting an Economic Development Officer (EDO) to spearhead Legal's investment strategy. A full-time EDO could provide consistent, dedicated leadership on business attraction and policy development, while contracting the role to an external firm or consultant could offer specialized expertise on an as-needed basis, reducing long-term financial commitments. Legal should assess which model best aligns with its budget and development needs, ensuring the town receives high-quality economic development services without unnecessary financial burden.
-

5. Financial Considerations

Budget Overview

- Identify grants, municipal funding, and private investments to support economic development.
- Offer tax incentives for businesses and homebuyers to drive new growth.

Potential Revenue-Generating Projects

- Develop commercial properties to attract businesses and increase the town's tax base.
 - Host community events and festivals to boost local tourism and spending.
 - Invest in eco-tourism and outdoor recreation facilities, creating a unique selling point for Legal.
-

6. Conclusion

Recap of Key Recommendations

- **Plan for Growth:** Develop an Area Structure Plan to set the stage for long-term expansion.
- **Boost Economic Development:** Introduce incentives and engage investors to attract businesses and housing development.
- **Enhance Community Appeal:** Build new recreational amenities and position Legal as a thriving, family-friendly town.
- **Engage Regional Partners:** Work with Sturgeon County, Edmonton Global, and provincial economic development programs.

Next Steps

- Host a Developer Summit to showcase Legal's investment potential.
- Apply for Provincial and Federal Grants to fund infrastructure projects.
- Launch a Business Attraction Program, offering tax incentives for new ventures.

By applying these proven growth strategies, Legal can position itself for sustainable expansion and economic success.



Economic Development Committee Terms of Reference

1. Introduction

The Economic Development Committee (“EDC”) will assist Town of Legal Council and administration in supporting, enhancing, and promoting business and economic activity within the Town of Legal (“Town”). The Committee’s role is to plan and undertake economic development initiatives, to advise and support Town of Legal Council (“Council”) and administration on matters relating to the local economy and business community, and to act as a liaison between Council and the business community.

The Economic Development Committee has been established by Council in accordance with these adopted Terms of Reference. Committee members are bound by these Terms of Reference. The provisions of Council’s Procedural Bylaw as amended or replaced govern the procedure of the EDC.

2. Purpose

2.1 The purpose of the Economic Development Committee is to provide feedback, recommendations, and vision to Council to address priority Economic Development issues and opportunities in the Town of Legal business community while maintaining focus on the five foundations for success from the Town of Legal Strategic Plan, that may be amended by Council from time to time:

- 2.1.1 Diverse Business and Residential Growth
- 2.1.2 Excellence in Service Delivery and Infrastructure
- 2.1.3 Effective and Responsible Governance
- 2.1.4 Envable Quality of Life
- 2.1.5 Strong Partnerships and Advocacy

3. Name of Committee

3.1 This Committee shall be referred to as the “Economic Development Committee”.

4. Mandate and Scope

4.1 The Economic Development Committee shall:

- 4.1.1 Act as champions for economic development in the Town of Legal;
- 4.1.2 Prepare an annual economic development plan aimed at fostering economic vitality in the Town;
- 4.1.3 Undertake the projects identified in the plan;
- 4.1.4 Identify key metrics to determine success;

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- 4.1.5 Report annually to Council at minimum on the economic development plan and Committee actions;
- 4.1.6 Recommend and participate in the development of programs that align with the strategic outcomes and goals established by the Committee and approved by Council;
- 4.1.7 Review the Town of Legal Strategic Plan on an annual basis and recommend policies that support economic development initiatives for Council's consideration;
- 4.1.8 Set, develop, and implement programs and activities that promote the economic development of the Town of Legal. Such activities may include but are not limited to marketing, promotion, information, research, greeting, touring, exhibits, trade shows, and workshops;
- 4.1.9 Provide advice and support to the Town on the following:
- i. policies, procedures, and strategic direction that should be considered for the purpose of encouraging job creation, sustaining employment and business development in Legal;
 - ii. regional, national, and international economic trends affecting the Town as well as the Town's strengths, weaknesses, and threats from a competitive and comparative prospective;
 - iii. economic development marketing materials of the Town;
 - iv. exploring opportunities for strengthening the municipality's business and tax base and land development including marketing, partnerships initiatives and;
 - v. promoting job creation and business retention;
 - vi. reviewing and advising Council on any matters referred by Council.
- 4.1.10 Make recommendations to Council on economic development and investment related issues and opportunities;
- 4.1.11 Make recommendations to support and develop economic opportunities to encourage sustainability and prosperity within the community;
- 4.1.12 Make recommendations to develop economic opportunities to aid in the growth and progress of the Town of Legal as a desirable place to move to and do business by:
- i. Identifying new business attraction opportunities, programs, or strategies;
 - ii. Identifying business expansion and retention opportunities, programs, or strategies;
 - iii. Identifying new attraction opportunities for residential properties, developers, small businesses, and professionals;
- 4.1.13 Coordinate with the Legal & District Chamber of Commerce to ensure that joint objectives are enhanced, and duplication is avoided;
- 4.1.14 Work with Sturgeon County and surrounding municipalities to ensure an "Open for Business" friendly and safe culture.

- 4.1.15 Work with regional economic development committees to promote long-term economic development and prosperity within the region;
- 4.1.16 Work in partnership with local economic development partners to actively assist in fostering and promoting a positive community image and a healthy business environment for existing and prospective businesses.
- 4.1.17 Provide a forum for the exchange of ideas and action plans on programs and initiatives of other Council committees and entities relating to Economic Development;
- 4.2 The Committee shall review the Terms of Reference annually at the first meeting of the year. Recommended changes shall be brought forward to Council for consideration and approval.
- 4.3 The Committee may join any economic development association or associations that the Committee deems appropriate, and may attend any workshops, exhibit, trade show, education session, conference or any or all of these the Committee deems appropriate.

5. Structure and Operation

5.1 Membership:

- 5.1.1 Committee members shall:
 - i. Fairly represent the sector(s) of the specified committee; and
 - ii. Commit the time required to work on the committee.
 - iii. Members will be required to have a general knowledge of economic development, tourism, and community sustainability principals.
- 5.1.2 Members will:
 - i. Be able to allocate enough time during the day for participation in regularly scheduled meetings;
 - ii. Be able to allocate sufficient time to review the agenda, minutes, and any applicable documentation in advance of each regularly scheduled meeting;
 - iii. Demonstrate a strong interest in and commitment to remaining informed on economic development issues;
 - iv. Participate as a team member, capable of a community ambassador role;
 - v. Be strong proponents of business growth for the Town.
- 5.1.3 The EDC shall consist of up to five (5) voting members who meet the membership criteria as outlined in these Terms of Reference.
- 5.1.4 Included as a voting member of the EDC, will be:
 - i. appointed by the Town Council:
 - two (2) members of Council,
 - maximum three (3) members-at-large;
- 5.1.5 A staff member shall be available to provide support but is not appointed to the Committee and may not vote on any matter. This includes any staff attending the meeting.

- 5.1.6 Members-at-large will be selected from the community at large based on their demonstrated interest and participation in business matters; academic or technical qualifications; availability; work and volunteer experience; knowledge and professional expertise.
- 5.1.7 Members-at-large will generally be a Town of Legal business license holder or employed by a Town of Legal licenced business, or a Legal & District Chamber of Commerce member or employed by a Legal & District Chamber of Commerce member business. Others may be considered where they have professional experience or other required qualifications not represented on the Committee. Preference will be given to residents of Legal.
- 5.1.8 Areas of expertise that may be sought include:
- i. Manufacturing
 - ii. Retail or Restaurant
 - iii. Tourism
 - iv. Agriculture
 - v. Forestry
 - vi. Oil and Gas
 - vii. Professional Services (i.e., Accounting, Legal, Health Care, Technology, etc.)
 - viii. Land Development (i.e., Developer, Construction, or Real Estate)
- 5.1.9 All attempts will be made to stay within the membership composition; however, if the applications received or the qualifications of applicants do not fully address the membership composition criteria, the most capable and qualified applicants will be recommended for appointment to fulfill the membership composition.
- 5.1.10 Participation in the Committee is voluntary.
- 5.1.11 Advisors may attend and participate in the Committee. Advisors may include:
- i. An academic representative actively involved in business research;
 - ii. Representatives from the Provincial government;
 - iii. Representatives from Town Administration; and
 - iv. Other persons as identified by the Committee.
- 5.2 Reporting to Council:
- 5.2.1 Members of Council appointed to the EDC shall be responsible to keep Council informed as to the Committee activities.
- 5.2.2 Committee members shall only speak on behalf of the EDC when formally given such authority by Council or the Committee for a specific defined purpose. In such instances, the Chairperson, or in their absence, the Vice-Chairperson will be the key spokesperson.
- i. The Chairperson or Vice-Chairperson will report to Council on topics regarding economic development initiatives and activities related to the Committee but may otherwise determine that additional reporting is necessary.

5.2.3 Decisions and recommendations of the EDC must be adopted by Committee resolution and recorded in the minutes prior to presentation to Council.

5.2.4 Committee minutes will be placed on the Council agenda for information only.

5.3 Appointment Process and Term:

5.3.1 Appointments to the EDC shall be by resolution of Town Council.

5.3.2 Members of Council shall be appointed to the EDC annually at the Organizational meeting of Council.

5.3.3 Members-at-large appointments are for a two (2) year term (calendar rotation), with a maximum continuous tenure of three (3) consecutive terms.

5.3.4 Upon expiry of a member's term of appointment, the member may be reappointed for another term by Council if eligible. If a member has served the maximum tenure permitted, Council shall appoint a replacement, unless no other applications are received.

5.3.5 Additional Committee Members may be appointed by Council pending the growth of activities undertaken.

5.3.6 Council may request resignation of any Committee member at any time prior to the expiry of the member's term of office, and any member of the Committee may resign at any time upon sending notice to the Chief Administrative Officer.

5.3.7 Council will review and assess the EDC at the Council meeting prior to the annual Organizational Meeting of Council and annually thereafter to ensure that the scope, mandate, and operation of the Committee meet the expectations of Council and the community.

5.4 Remuneration:

5.4.1 Members of the Committee shall serve without remuneration.

5.5 Vacancies:

5.5.1 The Council, may, at any time, terminate the appointment of a member for cause.

5.5.2 Committee members who are absent for two (2) consecutive meeting shall forfeit their appointment unless such absences are authorized by resolution of the Committee.

5.5.3 Council retains the right to appoint a new Committee member to fill the vacancy for the remainder of the unexpired term should a vacancy occur on the EDC due to the above circumstances, or in the event of the death or disability of a member.

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5.6 Conflict of Interest:

- 5.6.1 If a Member attending a meeting of the Economic Development Committee considers that they are not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the Member has a direct or indirect pecuniary interest in the matter or for any other reason, the Member must declare this, state the general nature of why the Member considers this to be the case, and leave the meeting during the discussion of the matter.

5.7 Public Relations:

- 5.7.1 The Chair of the Committee is the spokesperson for the Committee.
- 5.7.2 Committee members should act in accordance with the Council Code of Conduct Bylaw as amended or replaced.

6. Meetings Procedures

6.1 Chairperson / Vice-Chairperson:

- 6.1.1 The Committee shall elect a Chairperson and a Vice-Chairperson at their first meeting each year. This vote requires the participation of no less than two thirds of the Committee membership.
 - 6.1.1.1 The Chairperson and the Vice-Chairperson shall not be members of Council..
- 6.1.2 The Chairperson is appointed to a term of one (1) year.
- 6.1.3 The Chairperson shall preside over all meetings of the Committee and decide all points of order that may arise, manage the process of the meeting, preside over the conduct of the meeting (including the preservation of good order and decorum), determine speaking order, and rule on all questions related to the orderly procedure of the meeting.
- 6.1.4 In the absence of the Chairperson, the Vice-Chairperson will serve as the acting Chairperson for the meeting. Should the Chairperson or Vice-Chairperson not be in attendance, the Committee may elect an Acting Chairperson from those members present at the individual meeting.

6.2 Frequencies of Meetings:

- 6.2.1 The Committee shall meet two (2) times per year, or as determined by the EDC. Ad Hoc meetings as required will be at the call of the Chairperson, or in the absence of the Chairperson, the call of the Vice-Chairperson.
- 6.2.2 After the Committee has established its annual meeting schedule, including the time, date, and place of the meetings, notice of the schedule must be given by:
 - vi. Providing a copy of the schedule to each member of the Committee;
 - vii. Posting the schedule on the Town's website.

6.3 Quorum:

- 6.3.1 A majority of the voting members shall constitute a quorum at a Committee meeting.
- 6.3.2 If there is no quorum present within 30 minutes after the time appointed for the meeting, the names of the members present shall be recorded, and the meeting shall be adjourned.
- 6.3.3 All voting members of the Committee, including the Chairperson, shall be required to vote on any motion before the Committee and, in the event of a tie, the motion shall be lost.

6.4 Open and In Camera Meetings:

- 6.4.1 Unless otherwise authorized by Council's Procedural Bylaw, all meetings will be held in open session and in a location accessible to the public.
- 6.4.2 Unless otherwise authorized by the Committee through Council's Procedural Bylaw, the public shall only address the Committee when they are a scheduled delegation on the Committee meeting agenda.
- 6.4.3 Requests by any person(s) wishing to appear before the Committee as part of a delegation must follow Council's Procedural Bylaw.
- 6.4.4 The Committee may from time to time invite individuals or representatives to attend and participate in a meeting. This may include making presentations.

6.5 Agendas and Information Packages:

- 6.5.1 Agendas and Information Packages will be provided to Committee members at least three (3) working days prior to the scheduled meeting date.
- 6.5.2 The order of business for the meeting shall be governed by the agenda. Late agenda items will be governed by Council's Procedural Bylaw.

6.6 Minutes:

- 6.6.1 Minutes will be recorded by the Town staff recording secretary for all Committee meetings and shall:
 - i. Record the motion and voting on all resolutions;
 - ii. Be secured at the Town Office and signed by the Chairperson and recording secretary as true record of the decisions made;
 - iii. Be subject to correction at the next Committee meeting; and
 - iv. Be available to the public upon request and on the municipality's website.

7. Administration Support

- 7.1 The Chief Administrative Officer, or their delegate, will coordinate the process for new appointments including advertising for applicants, review of applications, and bring appointment recommendations to Council for approval.

7.2 The Committee does not direct Council, nor can they direct administration. Requests for staff resources must go through the Chief Administration Officer.

7.3 The Committee will appoint a recording Secretary from within its committee structure. .The recording Secretary support functions include:

7.3.1 Coordination of Committee meeting locations and setup;

7.3.2 Organizing and preparing meeting agendas;

7.3.3 Distributing the agenda, forwarding information packages to Committee members, requesting posting notices of meetings at the Town Office, and contacting applicants;

7.3.4 Taking and preparing draft minutes, and providing final minutes to Committee members;

7.3.5 Maintaining a list of outstanding issues for committee action.

8. Budget and Expenditures

8.1 The Committee may submit to the Chief Administrative Officer an annual request for funding to be included in the Town's operating budget by November 15 annually. The request shall not exceed \$4,000.00 annually. The request for funding is subject to Council's approval of the operating budget.

8.2 Upon Council approval of the budget, the Committee is authorized to access operational funding within the approved budget.

8.3 The EDC chairperson, or in the absence of the chairperson, the vice-chairperson, shall submit claims for reimbursement to the Town's Chief Administrative Officer for approval. As positions on the Committee are volunteer, members will not be compensated for time spent while on the Committee.

8.4 The Committee's, expenditures are limited to those approved in the budget. The EDC does not have the authority to approve expenditures not included in the Council approved budget.

8.5 The Chief Administrative Officer shall be responsible for ensuring compliance with the Budget.

8.6 The Committee is not empowered to enter into any loans, borrowing, leases, rentals, or other financial commitments, but may recommend that Council enter into such arrangements if such arrangements further the long-term goals and objectives of the Committee.

8.7 The Committee may partner with similar entities for research, marketing, promotional, or informational purposes provided that any such partnership that has a financial component that is not included in the Council approved budget shall require Council approval.

8.8 The Committee shall seek out wherever possible grants, bursaries, funding, contributions, donations, awards, gifts, allowances, or other revenues appropriate to furthering the approved economic development goals and objectives of the Committee.

10.3

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Waste Collection Bylaw
Agenda Item No:	10.4

BACKGROUND / PROPOSAL:

At the February 18, 2025 Council meeting, Council passed the following resolution:

12337 Resolution #12337 Moved by: Councillor Jones

RESOLVED that the Town of Legal discontinue industrial, commercial and institutional curbside recycle collection effective April 1st, 2025 in accordance with the Extended Producer Responsibility Regulation.

CARRIED 4-0

As the recycle collection transition will take effect on April 1, 2025, the Town of Legal Waste Collection Bylaw needs to be updated to reflect the upcoming changes to recycling services.

The proposed Waste Collection Bylaw is attached.

Administration is recommending that Council repeal and replace the Waste Collection Bylaw at the March 17, 2025 Council meeting, and that the updated rates take effect April 1, 2025.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The rates being imposed on the current utility account holders in the Town of Legal, along with guidelines for recycle services will no longer be applicable, as the recycle services

will be moving to Circular Materials as of April 1, 2025. As a result, it is necessary to update the Waste Bylaw to remove the rates for recycle services and to update the bylaw in its entirety where it relates to recycle collection, as guidelines for recycling will be mandated by Circular Materials.

COSTS / SOURCE OF FUNDING (if applicable):

Current Recycle fees for industrial, commercial, and institutional properties, in accordance with Bylaw 08-2024:

Residential:

	Bimonthly Charge	Application
Residential Dwelling	\$7.00	
Residential Dwelling	\$3.50*	*Monthly Billing (Tenants, Property Manager, or other Person designated by the Property Owner)
Apartments	\$7.00	Each apartment
Senior Citizen Lodge	\$10.00	
Schools	\$10.00	
5002 50 Ave	\$35.00	5 residential
4811 47 St	\$10.00	Per unit
4807 47 St	\$5.00	Per unit
5015 48 St	\$49.00	7 residential

Commercial:

	Bimonthly Charge	Application
Commercial	\$10.00	Per store or office
Community Hall	\$30.00	
4727 50 Ave.	\$34.00	2 commercial, 2 residential
4743 50 Ave.	\$10.00	
4925 50 Ave	\$44.00	3 commercial, 2 residential

RECOMMENDED ACTION (by originator):

It is recommended that Council pass all three readings of Waste Bylaw 02-2025 and that the rates take effect April 1, 2025.

Initials show support – Reviewed by:

CAO: Original Signed - RP

**TOWN OF LEGAL
BYLAW #02-2025
WASTE COLLECTION BYLAW**

A BYLAW OF THE TOWN OF LEGAL IN THE PROVINCE OF ALBERTA TO ESTABLISH TERMS AND CONDITIONS FOR THE PROVISION OF WASTE COLLECTION AND RECYCLING SERVICES IN THE TOWN OF LEGAL.

WHEREAS the *Municipal Government Act, RSA 2000, c. M-26* provides that a Council may pass bylaws respecting public utilities; and

AND WHEREAS it is deemed advisable and expedient to set out the terms and conditions applicable to the collection and disposal of solid waste and the provision of recycling services within the Town of Legal;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF LEGAL, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. SHORT TITLE

- 1.1 This Bylaw may be referred to as the "Waste Collection Bylaw".
- 1.2 The services provided by the Town shall be provided pursuant to the terms, conditions and provisions of this Waste Collection Bylaw, the contents of which shall be binding upon and form part of an agreement between the Town and any Person who receives the services.

2. DEFINITIONS

- 2.1 "Approved Building Material" means all waste produced in the process of constructing, altering, or repairing a building, including earth, vegetation, concrete, and rock displaced during the process of building:
 - 2.1.1 board lumber, such as 2 x 4's, 2 x 6's, 2' x 10's, baseboards, casings, etc., not exceeding lengths of 0.9 meters (36"); or
 - 2.1.2 sheet lumber, such as plywood, paneling and drywall, not exceeding 0.9m x 0.3m (36"x 12") sheets with maximum thickness of 25mm (1"); or
 - 2.1.3 insulation, plastic, or other such material used in the construction or reconstruction of a building or facility;
- 2.2 "Ashes" means the powdery residue left after the combustion of any substance and includes partially burnt wood, charcoal, or coal;
- 2.3 "Automated Bin Service" means a Collection Service where Refuse is stored in a Waste Roll Cart constructed to be emptied mechanically into a Collector's vehicle;
- 2.4 "Blue Bag" means a blue transparent plastic bag in which acceptable recyclable material may be placed;
- 2.5 "Burning" means burning of paper and cardboard;
- 2.6 "Bylaw Enforcement Officer" means a Bylaw Enforcement Officer contracted by the Town pursuant to the *Municipal Government Act, RSA 2000, c. M-26*, to enforce the Town Bylaws, and includes a member of the Royal Canadian Mounted Police, and when authorized, a Special Constable;

- 2.7 "Chief Administrative Officer" means the Chief Administrative Officer for the Town of Legal;
- 2.8 "Clerk of the Provincial Court" means an officer of a Provincial court who accepts filings, issues process, and keeps records;
- 2.9 "Collection Day" means the day or days during each week on which waste or recyclables are collected from a specific premise;
- 2.10 "Collection Service" means the curbside collection of Refuse via Automated Bin Service, and Recyclable Materials via manual service;
- 2.11 "Collector" means the Person or Persons appointed ~~by the Town~~ for the purpose of collecting and disposing of Refuse and Recyclable Materials;
- 2.12 "Commercial Facilities" includes stores, warehouses, commercial, industrial, and institutional facilities;
- 2.13 "Commercial Bin" means a container of steel construction with volume of 2 cubic yards (1.5 cubic meters), 4 cubic yards (3.1 cubic meters), or 6 cubic yards (4.6 cubic meters), collected using an automated front-end loading commercial bin truck, provided by the Town on behalf of the Collector for Collection Services;
- 2.14 "Compost Site" means the location designated by the Town for the disposal of Yard Waste;
- 2.15 "Compulsory Service" means the requirement for Collection Services within the Town of Legal or properties as set out in Schedule "A" of this Bylaw;
- 2.16 "Container" means one or a combination of the following:
- 2.13.1 Waste Roll Cart;
 - 2.13.2 Non-reusable Blue Bags for combined collection of Recyclable Materials;
- 2.17 "Council" means the Municipal Council of The Town of Legal;
- 2.18 "Dangerous Goods" has the same meaning as in the *Dangerous Goods Transportation and Handling Act, RSA 2000, c. D-4*, as amended;
- 2.19 "Fees and Charges" means the Town's Fees and Charges as set out in Schedule "C" of this Bylaw;
- 2.20 "Garbage Bag" means a bag that can withstand a minimum of 20.4 kg (45 lbs) weight;
- 2.21 "Hazardous Waste" has the same meaning as in the *Environmental Protection and Enhancement Act, RSA 2000, c. E-12*, as amended;
- 2.22 "Householder" means any Owner, occupant, lessee or tenant, Property Manager, or other Person designated by the Property Owner or any other Person in charge of any Dwelling;
- 2.23 "Industrial/Commercial/Institutional Waste" or "ICI Waste" means material of similar composition as mixed waste collected within the Town other than by the person contracted by the Town for collection services;
- 2.24 "Institutional Facilities" means a hospital, nursing home, hotel, or school;
- 2.25 "Multi-Family Complex" means a building or private community containing three or more units, including apartment buildings, townhouses, condominiums, and seniors' complexes;
- 2.26 "Owner" means the person who is registered under the *Land Titles Act, RSA 2000 c. L-4*, as amended or replaced from time to time, as the Owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 2.27 "Park", "Parked", and "Parking" means a Vehicle remaining stationary in one place whether or not the Vehicle is occupied, or the engine is running, but excluding Vehicles stationary in one place while:
- 2.27.1 actually engaged in loading or unloading passengers; or

- 2.27.2 in compliance with a Traffic Control Device or the direction of a Bylaw Enforcement Officer;
- 2.28 "Person" means any individual, householder, firm, partnership, association, corporation, company, and heirs, executors, administrators or legal representative of a Person, or organization of any kind;
- 2.29 "Snowbird" means a person who vacations in or moves to a warmer climate during cold weather;
- 2.30 "Tenant" means:
- 2.30.1 a person who is permitted by the landlord to occupy residential premises under a residential tenancy agreement,
- 2.30.2 a person who is permitted to occupy residential premises under an assignment or sublease of a residential tenancy agreement to which the landlord has consented under the *Residential Tenancies Act, SA 2004, c. R-17.1*, and
- 2.30.3 an heir, assign or personal representative of a person referred to in subclause 2.30.1 or 2.30.2.
- 2.31 "Private Collection Service" means the collection of refuse and waste by the Collector from Household, pursuant to separate agreements or arrangements between a Householder and the Collector;
- 2.32 "Recommendation of Service" means a point in time in which Collection Services and billing for such service will resume;
- 2.33 "Recyclable Materials" means those materials collected for recycling as designated by the ~~Chief Administrative Officer or~~ the Collector from time to time, and listed in Schedule "A" of this Bylaw;
- 2.34 "Recycling Service" means curbside or any recycling or waste diversion service or program available to all Town residents for the collection of Recyclable Materials;
- 2.35 "Recycling Station" means any area within the Town, designated by the Town, to receive recyclable materials;
- 2.36 "Refuse" means waste from domestic, commercial, or industrial activities, including but not limited to:
- 2.36.1 broken household dishes and utensils, empty tins, boxes, cartons, bottles, containers, discarded paper and fabrics and other articles;
- 2.36.2 all putrescent material including meats, fish, fruits, and vegetables resulting from the handling, preparation, cooking and consumption of food;
- 2.36.3 kitchen waste containing liquids originating from hotels and restaurants but does not include drained kitchen waste which has been properly packaged;
- 2.36.4 any material discarded from a Dwelling or Multi-Family Complex that is not Recyclable Materials or Yard Waste Materials.
- 2.36.5 Refuse does not include grass, tree and hedge cuttings and clippings, garden waste, dirt, concrete building waste, large tree trunks, car bodies, manure, large rocks, or dead animals.
- 2.37 "Residence" means any detached single-family dwelling or residence, duplex, or Multi-Family Complex designed for individual family living;
- 2.38 "Roadway" means a roadway within the meaning of the *Traffic Safety Act, RSA 2000, c. T-6*, as amended or replaced from time to time;
- 2.39 "Street" means a public thoroughfare within the Town and includes, where the context so allows, the sidewalk and borders of the street and all parts appearing in the Land Titles Office as set aside for a public thoroughfare on which the premises in question fronts;

- 2.40 "Town" means the corporation of the Town of Legal or the area contained within the boundaries thereof, as the context requires;
- 2.41 "Transfer Station" means any transfer station facility designated by the Town for solid waste disposal;
- 2.42 "Urban Service Area" means the service area within the Town of Legal;
- 2.43 "Utility Bill" means a bill which sets out the fees levied by the Town on a monthly or bi-monthly basis for utility services provided by the Town;
- 2.44 "Utility Services" means, in the context of this Bylaw, waste collection and disposal, ~~and recycling services~~ supplied by the Town;
- 2.45 "Vehicle" means a vehicle as defined in the *Traffic Safety Act, RSA 2000, c. T-6*, as may be amended or replaced from time to time;
- 2.46 "Violation Tag" means a tag or similar document issued by the Town or their designate pursuant to the *Municipal Government Act, R.S.A. 2000, c. M-26*, as amended or repealed and replaced from time to time;
- 2.47 "Violation Ticket" means a ticket issued pursuant to Part II of the *Provincial Offences Procedure Act, RSA 2000, c. P-34*, as amended or repealed and replaced from time to time;
- 2.48 "Waste Disposal Site" means any disposal facility designated by the Town for solid waste disposal;
- 2.49 "Waste Roll Cart" means the roll cart compatible with the Collector's automated cart lift system which is provided to the Householders by the Town on behalf of the Collector for Collection Services;
- 2.50 "Yard Waste" means leaves, grass clippings, garden waste, house and garden plants, roots, hedge and shrub trimmings, brush cuttings, twigs, branches, and other similar materials as designated by the Chief Administrative Officer and Council from time to time, but does not include tree stumps, tree trunks, sod or clay soil.

3. ADMINISTRATION

- 3.1 The Chief Administrative Officer may delegate the administration of this Bylaw to the following employee positions:
 - 3.1.1 Public Works Supervisor or their delegate;
 - 3.1.2 Manager of Corporate Services;
 - 3.1.3 Executive Assistant or position similar thereof.

4. COLLECTION AND RECYCLING SERVICES

- 4.1 Collection Service shall be compulsory for all Dwellings in the Town, with the exception of any Dwelling defined by this Bylaw to be a Multi-Family Complex.
- 4.2 Notwithstanding Section 4.1, the Collector may, in its sole discretion, exclude any Dwellings from compulsory Collection Service where the Collector determines that it is appropriate to do so.
- 4.3 Collection of residential waste shall be on a weekly basis on a day determined by the Chief Administrative Officer in consultation with the Collector excluding holidays or more often as Council so directs, and as described in Schedule "C" of this Bylaw.
- 4.4 Collection of Recyclable Materials shall be on a weekly basis on a day determined by the ~~Chief Administrative Officer in consultation with~~ the Collector ~~and as described in Schedule "C" of this Bylaw.~~

- 4.5 The Town may contract with any Person or Persons and provide an exclusive or nonexclusive franchise for the collection, removal and disposal of residential refuse ~~and recyclable materials~~ upon such terms and conditions as are considered expedient to the Town.
- 4.6 In the event the quantity of refuse cannot be contained in one (1) Waste Roll Cart, the Owner has the option to subscribe to a second Waste Roll Cart at the Owner's expense.
- 4.7 Solid refuse shall not be collected in any receptacle which has not been supplied by the Collector.
- 4.8 Where any eligible Dwelling is not served by a roadway, the Waste Roll Carts shall be placed for collection at a location as close as possible to the travelled portion of an adjacent roadway but not on a sidewalk or in such a location as to interfere with pedestrian or vehicular traffic.
- ~~4.9 Every Person is required to place all Recyclable Materials in a blue bag for collection.~~
- ~~4.10 Every Person is required to purchase their own blue bags.~~
- ~~4.11 There is no limit to the amount of Recyclable Material, so long as it is contained in blue bags, eligible for pick up.~~
- 4.12 No Person other than those contracted by the Town of Legal shall provide Collection Services, except as provided in Schedule "A", within the Town of Legal, ~~unless such service is mandated by a provincial or federal government.~~
- 4.13 Subject to Section 4.12, a person who operates a private Collection Service must:
- 4.13.1 comply with requirements of this Bylaw;
- 4.13.2 obtain any permit or license required by this Bylaw, any other Town Bylaw or any Provincial statute and regulations;
- 4.13.3 refuse to collect Refuse ~~or Recyclable Materials~~ from premises whose Householders do not comply with the requirements of this Bylaw.
- 4.13.4 provide all services as offered by the Town with respect to Collection Services to maximize diversion from the landfill.
- 4.13.5 Notwithstanding any other provision in this Bylaw to the contrary, a Person who operates a private Collection Service may select ~~whatever a~~ Container suitable to their operation for those Householders using their services to use for placing Refuse and Recyclable Materials for collection.
- i. ~~Subject to Subsection 4.13.5, the condition of containers must be kept in good condition; and~~
- ii. ~~Placement of containers shall be in accordance with this Bylaw.~~

5. PREPARATION OF MATERIALS FOR COLLECTION

- 5.1 No Owner shall place, permit to be placed, or mix any of the following materials for collection:
- 5.1.1 industrial waste, meaning any waste originating from an industrial site;
- 5.1.2 any highly combustible or explosive waste or toxic material, including, without restricting the generality of the foregoing, such materials as fuels or lubricants, gun powder or bullets, dynamite, blasting caps, hot ashes, ignitable waste, motion picture film, toxic materials or radioactive materials;
- 5.1.3 household hazardous waste or dangerous goods including solvents, oven cleaners, paints, automotive fluids, wet cell batteries, pesticides, herbicides, or

- any material commonly referred to as household, commercial or industrial hazardous waste;
- 5.1.4 any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal;
 - 5.1.5 compressed gas, fuel, propane or butane cylinders;
 - 5.1.6 luminescent gas filled light tubes, unless such lights are pre-broken or encased in a container of sufficient size and strength to protect such tubes from breakage and thereby allowing safe handling;
 - 5.1.7 hypodermic needles, sharp objects or broken glass unless packaged in closed, secure, safety containers;
 - 5.1.8 pathogenic and biomedical waste;
 - 5.1.9 large or bulky items such as mattresses, box springs, furniture, major appliances, or auto and truck tires;
 - 5.1.10 electronic equipment including televisions, computers, computer monitors, keyboards, and associated cables;
 - 5.1.11 automotive parts including lead-acid batteries, scrap metal, oil filters, empty oil containers, tires, and automotive bodies;
 - 5.1.12 oil or other petroleum by-products;
 - 5.1.13 sawdust, unless in closed containers before placing in the Waste Roll Carts;
 - 5.1.14 construction or renovation materials, stumps, concrete blocks, or slabs;
 - 5.1.15 liquid wastes or sludge;
 - 5.1.16 commercial waste, meaning any waste originating from a place of business;
 - 5.1.17 animal waste including, dead animals, carcasses, offal, manure, kennel waste, animal parts or excreta, unless the animal excreta is packaged in a securely tied container before placing the waste in a Waste Roll Cart; or
 - 5.1.18 any other waste deemed to be prohibited from collection by the Collector, Chief Administrative Officer or Bylaw Enforcement Officer.
- 5.2 All other Refuse shall be deposited in the Waste Roll Cart but limited to the capacity of the Waste Roll Cart with the lid closed. No additional Refuse shall be collected over and above the capacity of the Waste Roll Cart unless otherwise designated by the Chief Administrative Officer.
- 5.3 All refuse material shall be drained and wrapped, and liquid waste shall be disposed of in sealed plastic bags and placed in the Waste Roll Carts.
- 5.4 No person shall directly or otherwise dispose of or permit any person to dispose of any explosive, inflammable, volatile, noxious, dangerous device, substance or thing in any waste receptacle or Waste Roll Cart.
- 5.5 No person shall directly or otherwise dispose of or permit any person to dispose of any hot ashes, burning matter, or unwrapped refuse in any waste container or Waste Roll Cart.
- 5.6 The Collector will not be responsible for picking up:
- 5.6.1 loose ashes or hot ashes;
 - 5.6.2 loose or bagged grass clippings, yard or garden waste, branches or items identified in Subsection 2.50 of this Bylaw.

- 5.7 Grass clippings, leaves and other yard waste will be not be collected by the Collector and are to be brought over by the Householder to the Town Compost Site.
- 5.8 The Collector shall have no obligation to collect any materials not prepared or disposed of in the manner described in this Section.

6. COLLECTION, STORAGE LOCATIONS, AND SCHEDULING

- 6.1 The Collector shall provide one (1) 272 litre (65 gallon) Waste Roll Cart to all eligible dwellings. The Waste Roll Cart will be assigned to each property. The Collector will retain ownership of the Waste Roll Cart.
- 6.2 A Householder may request the provision of an additional Waste Roll Cart for Collection Service by contacting the Town at a cost to the Householder as described in Schedule "C" of this Bylaw.
- 6.3 All Waste Roll Carts will be fitted with covers, which must remain closed. The covers prevent residential refuse from spilling or blowing from the Waste Roll Carts and to prevent water or animals from entering.
- 6.4 No person shall allow residential refuse to spill over or accumulate on any roadway, street or adjoining public or private property. Every person will ensure that all residential refuse is kept within their Waste Roll Cart(s) at all times.
- 6.5 The Householder shall maintain all Waste Roll Cart(s) in a clean and sanitary condition at all times and shall not allow their Waste Roll Cart(s) to fall into disrepair or become noxious, offensive or dangerous to public health.
- 6.6 No person shall vandalize or willfully damage any Waste Roll Cart.
- 6.7 The Householder shall notify the Town of any lost, stolen, or damaged Waste Roll Carts and obtain a replacement by contacting the Town. The Town will consult with the Collector, and the Town will determine if the householder will be responsible to pay the cost for a new Waste Roll Cart as described in Schedule "C" of this Bylaw.
- 6.8 The Householder is responsible to leave the Waste Roll Cart(s) at the Dwelling at such time as the Householder vacates the premises.
- 6.9 For the purpose of performing their duties assigned to them any Collector or inspector shall have the right to enter yards at all convenient times between the hours of 7:00 A.M. to 5:00 P.M. on the day of collection as identified in Schedule "C".
- 6.10 The Householder shall place all Waste Roll Carts for the residence for collection:
 - 6.10.1 prior to 7:00 A.M. on the collection day, but not earlier than 5:00 P.M. on the previous day;

- 6.10.2 at the edge of the roadway adjacent to the residence with the wheels of the Waste Roll Cart in the gutter, unless the Chief Administrative Officer has specified an alternate location, in which case the Waste Roll Cart must be placed as directed by the Chief Administrative Officer;
- 6.10.3 with the lid to the Waste Roll Cart securely closed; and
- 6.10.4 with a minimum of 1.2 meter (4') clearance on all sides and above the Waste Roll Cart from any obstacle including parked vehicles, fences, other carts, etc., and are placed so as to allow unimpeded access of the collection grabber directly from the side of the collection truck out to the cart.
- 6.11 Waste Roll Carts must be removed from curbside by 9:00 P.M. the day of collection. Any materials not collected must be removed from curbside by 9:00 P.M. the day of collection unless rescheduling for the next day has occurred due to an unscheduled service interruption by the Collector.
- 6.12 No Waste Roll Cart shall, except when placed for collection, be located other than on the Householder's premises, and in particular no Waste Roll Cart shall be located so as to encroach on any Roadway, highway, boulevard, lane or public place except as expressly required by this Bylaw.
- 6.13 A Householder who is infirm or disabled may apply to the Chief Administrative Officer to have Refuse from the Residence collected from an area on the premises that is away from the roadway or location directed by the Chief Administrative Officer.
- 6.14 The Householder who has been approved for collection in accordance with Subsection 6.13 shall:
 - 6.14.1 affix the approval issued by the Chief Administrative Officer to the Waste Roll Cart(s) for the Residence in a visible location;
 - 6.14.2 station the Waste Roll Cart(s) and Recyclables from the Residence in a location visible from the roadway; and
 - 6.14.3 permit Collectors to enter the premises for the purposes of Refuse collection.
- 6.15 In approved Multi-Family Complexes, Waste Roll Carts will be stored on private property and placed out for collection in such manner and location(s) as determined by the Town.
- 6.16 The Owner of a premises other than a Residence shall:
 - 6.16.1 store Refuse in Waste Roll Carts or suitable private collection containers on the premises;
 - 6.16.2 not place any Refuse from the premises for collection at a Residence; and
 - 6.16.3 remove or cause to be removed, Refuse from the premises in a manner and at a frequency directed by the Chief Administrative Officer.
- 6.17 No Person shall place any Refuse intended to be emptied by automated machinery, than that Waste Roll Cart provided by the Collector.
- 6.18 The Householder shall place all Recyclable Materials for the residence for collection:

- 6.18.1 prior to 7:00 A.M. on the collection day, but not earlier than 5:00 P.M. on the previous day;
 - 6.18.2 curbside, adjacent to the residence, unless ~~the Chief Administrative Officer Collector~~ has specified an alternate location, in which case the Recyclable Materials must be placed as directed by the ~~the Chief Administrative Officer Collector~~;
 - ~~6.18.3 ensuring the Recyclable Materials are clean and free of any food residue, dirt, or other material that is not a Recyclable Material and placed in transparent blue bags;~~
 - ~~i. shredded paper will be placed in separate transparent blue bags; and~~
 - ~~6.18.4 in the case of corrugated cardboard:~~
 - ~~i. securely bound with string or masking tape;~~
 - ~~ii. collapsed or flattened; and~~
 - ~~iii. not exceeding thirty six inches by thirty six inches (36" x 36"), or three feet by three feet (3' x 3') in size.~~
 - 6.18.5 The collection day shall be Tuesdays, unless otherwise announced.
 - 6.18.6 Any Recyclable Materials located on any street in the Town other than on collection day will be in violation of this Bylaw and subject to a penalty as set out in Schedule "C" of this Bylaw.
- 6.19 A Collector shall:
- 6.19.1 collect refuse from Residences at a time and in a manner specified by the Chief Administrative Officer;
 - 6.19.2 return Waste Roll Carts to the same location from which they were collected;
 - 6.19.3 remove any Refuse that spills during the course of collection;
 - 6.19.4 not scavenge, pick through, sort over or in any other way interfere with the Refuse being collected; and
 - 6.19.5 for those Residences that have been approved for walk up collection in accordance with Subsections 6.13 and 6.14 of this Bylaw enter the premises to collect Refuse.
- 6.20 The days and times of **Waste** Collection Service will be the days and times approved by the Chief Administrative Officer or their designate.
- 6.21 Except as otherwise specifically provided in this Bylaw, the collection, removal and disposal of Refuse shall be under the supervision of the Chief Administrative Officer or their designate.

7. RESTRICTIONS ON COLLECTION SERVICE

- 7.1 Collection Service will not be provided if:
 - 7.1.1 the Waste Roll Cart is not a proper Container supplied by or prescribed by the Collector;
 - 7.1.2 the lid on the Waste Roll Cart is not closed;
 - 7.1.3 material is hanging out of the Waste Roll Cart; there is loose or bagged Refuse not placed in the Waste Roll Cart;
 - 7.1.4 the Waste Roll Cart contains material(s) described in Section 5 of this Bylaw;

- 7.1.5 the materials have not been prepared as described in Section 5 of this Bylaw;
- 7.1.6 the Waste Roll Cart contains materials other than the materials permitted by the Town; or
- 7.1.7 the Waste Roll Cart is not located as described in Section 6 of this Bylaw.

8. WASTE CONTAINERS, DISPOSAL SITES

- 8.1 All Persons utilizing the Compost Site will obey all signs, posted regulations and directions of site attendants, if applicable.
- 8.2 No person other than the lawful user, an authorized employee of the Town or the Collector shall open or disturb the contents of any Waste Roll Carts or blue bags or remove anything from Waste Roll Carts or blue bags, nor shall any other person handle, interfere with, or in any manner disturb any Refuse of any kind put out for collection or removal.
- 8.3 No person shall operate a vehicle in the Town while it is carrying Refuse or commercial or industrial waste unless the portion of the vehicle in which material is being carried is securely covered or the material is secured to prevent any part of such material from falling off, or out of, the vehicle while in transit.
- 8.4 No Person shall Park or permit to be Parked, any vehicle within 1.2 metre (4') of a Waste Roll Cart that has been set out, prior to the arrival of the Collector, in accordance with the provisions of Section 6 of this Bylaw.
- 8.5 No person shall place Refuse into the Waste Roll Cart or Commercial Bin of another Person.
- 8.6 No person, business or commercial entity shall construct a new building or facility without the provision of a Commercial Bin (at their own cost) on site to provide for the storage and removal of new construction waste, including that of Approved Building Material waste.
- 8.7 The Owner of every multiple family dwelling and the Owner of all commercial premises shall provide sufficient Waste Material receptacles to contain the normal Refuse generated from those premises during the period between collections.
- 8.8 Every Householder, proprietor, or other person shall dispose of Refuse upon the premises owned or occupied by them by placing or causing the same to be placed in a Waste Roll Cart maintained for that purpose, but not elsewhere.
- 8.9 Notwithstanding any other provision of this Bylaw, plastic bags of the type designed for the disposal of domestic Refuse shall be used for the disposal of Refuse under the following conditions:
 - 8.9.1 Plastic bags containing Refuse shall be kept in a Waste Roll Cart for pickup on collection day.

8.10 No Person shall place or caused to be placed any Refuse in such a manner that it constitutes a nuisance.

8.10.1 For the purpose of this Section, Refuse constitutes a nuisance if it exhibits any of the following characteristics:

- i. a generally offensive odour;
- ii. a generally offensive appearance;
- iii. the production of excessive dust, dirt or smoke; or
- iv. a risk to the health and safety of people;
- v. attracting rodents, pests, birds and/or animals.

8.11 Subject to Section 6.11 and 6.12 except on collection day, all Waste Roll Carts shall be kept and maintained on the premises of the householder or proprietor, and any Waste Roll Cart located on any street in the Town other than on collection day will be in violation of this Bylaw and subject to a penalty as set out in Schedule "C" of this Bylaw.

9. RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

9.1 The Town under the provisions of this Bylaw provides for the collection and disposal of solid waste ~~and the provision of recycling services~~ within the Town of Legal as per Schedule "A" of this bylaw.

9.2 The rates and charges to be charged for Waste Collection Service, ~~Recycling Service~~ and for processing or disposal shall be as set out, and amended from time to time, in Schedule "C" of this Bylaw.

9.3 Waste Collection Service ~~and Recycling Service~~ charges will be billed in accordance with Schedule "C" of this Bylaw.

9.4 A Householder shall be responsible for all Fees and Charges from the date of ownership or occupancy of a Dwelling, whichever occurs first.

9.5 The Town of Legal requires that new utility account requests or changes for utility services, provided by the Municipality, be placed in the name of the Owner(s) registered on the property title only as per Alberta Land Titles.

9.5.1 In the event the property is being occupied by a Tenant, Property Manager, or other Person designated by the Property Owner other than the Owner, a duplicate copy of the utility bill, at the request of the Owner, shall be emailed, as per Schedule "B" and/or mailed to the Tenant, Property Manager, or other Person designated by the Property Owner. The account, however, shall remain the responsibility of the Property Owner. Schedule "A" Utility Billing Request Form, of the Town of Legal Water Bylaw as amended from time to time, will be completed and signed only by the Owner if a Tenant, Property Manager, or other Person designated by the Property Owner is requesting utility services provided by the Town.

- 9.5.2 A Utility Bill shall be mailed, or emailed as per Schedule "B", to the Owner(s) and/or Tenant, Property Manager, or other Person designated by the Property Owner showing the current service charges and any penalty amounts owing, payment for the amount due shall be due and payable when the account is rendered with payment to be made to the Town at the office of the Chief Administrative Officer or at such other place as may be designated from time to time by the Council.
- 9.5.3 Notwithstanding this Section, the Owner remains the Account holder responsible for all debts incurred under that Account.
- 9.6 A Town of Legal utility account must be opened before Waste ~~and Recycle Collection~~ Services by the Town is provided.
- 9.7 That the Chief Administrative Officer or their designate shall have the right to determine into which classification any waste collection service belongs and the Chief Administrative Officer or their designates decision shall be final and binding on all persons concerned.
- 9.8 All Utility Bills will be due and payable when rendered by the Town and payments will be made at the address indicated on the Utility Bill or to an agent of the Town.
- 9.8.1 Payment can be made at the Town Office, the Householder's bank, pre-authorized payment plan or through online banking services. Credit card payments are not accepted.
- 9.8.2 A Householder is not relieved from paying Utility Charges by reason of non-receipt of a Utility Bill, whatever the reason for non-receipt.
- 9.9 That in the event a Utility Bill remains unpaid after the date fixed for payment, a penalty, as described in Schedule "C", will be added to the principal outstanding amount thereto and form part of the rates levied.
- 9.10 In the event that the utility bill remains unpaid by the following billing cycle (30 days for tenants, Property Managers, or other Persons designated by the Property Owner and 60 days for homeowners):
- 9.10.1 A letter of notice of disconnection will be included with the utility bill indicating payment of arrears is to be made to the Town within fourteen (14) calendar days and payment must be received by 12:00 P.M. (noon).
- 9.10.2 If the payment is not received by the Town on the date specified on the letter of notice of disconnection, a final notice for disconnection in the form of a door tag will be hand delivered to the property advising the homeowner that a payment due date of forty-eight (48) hours must be made by 12:00 P.M. (noon).
- 9.10.3 If payment is not received by the Town Office on the date specified on the final notice for disconnection (door tag), the utility services will be discontinued with no further notice.
- 9.10.4 As per Schedule "C" of this Bylaw, a reconnection fee along with the payment of arrears must be paid prior to reconnection of utility services to the property.

- 9.11 Any Utility Bill remaining unpaid under this Bylaw will constitute a debt owing to the Town and is recoverable by any or all of the following methods, namely:
- 9.11.1 by discontinuing any Waste ~~and Recycle Collection~~ Services being supplied to Owner without notice;
 - 9.11.2 by collecting in a like manner as municipal rates and taxes;
 - 9.11.3 by action in any court of competent jurisdiction.
- 9.12 The Chief Administrative Officer may cancel Waste ~~and Recycle Collection~~ Services to a Householder in the event that a Utility Bill remains unpaid as described in Section 9.10 of this Bylaw.
- 9.13 Commercial, industrial, institutional and multi-family facilities that make private arrangements for the collection and disposal of Refuse and/or recyclable materials shall not be charged the Fees and Charges as described in Schedule "C" of this Bylaw ~~and are responsible for any costs associated with such services.~~
- 9.13.1 Subject to Subsection 9.13 Waste Collection, removal and disposal from Commercial Facilities is the sole responsibility and expense of the owner or occupier of the premises.
 - 9.13.2 ~~Subject to Subsection 9.13 Recycle Collection, removal and disposal from Commercial, Industrial and Institutional Facilities is the sole responsibility and expense of the owner or occupier of the premises.~~
- 9.14 Closing of Account:
- 9.14.1 A person wishing to close their account must make the request to the Town for the disconnection of service;
 - 9.14.2 The Town may continue to levy Waste Collection ~~and Recycle Service~~ charges in accordance with this Bylaw until a Collection Service account is closed in accordance with the provisions of this Bylaw.
 - 9.14.3 Utility Bills may be prorated in accordance with the actual number of days service is provided by the Town in the billing period.
 - 9.14.4 Where a Utility Bill has been prepaid and Waste Collection ~~and Recycle Service~~ is discontinued, the Town will provide a refund on a prorated basis.
- 9.15 The power to do any of the things provided for in this Bylaw, for the purpose of enforcing payment of any Utility Bill as may be deemed necessary, is hereby delegated to the Chief Administrative Officer.
- 9.16 The user fee charges levied pursuant to this Section apply to all utility account holders, regardless of whether any Refuse ~~or Recycling~~ has been collected from the property by the Collector.

10. COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL AREAS

- 10.1 Industrial wastes must be kept in an area blocked from Public view and stored in such a way that it does not become a public nuisance until such time as it is disposed of.

- 10.2 In certain circumstances where the Collector cannot provide the commercial and/or industrial waste pick up due to type of waste, physical size of the items, and quantity of waste, the Owners and/or occupants of the premises may obtain private commercial and/or industrial containers where contract for collection of refuse, rubbish or industrial waste.
- 10.3 Where waste containers are not accessible, the onus will be on the industry to arrange for disposal at an approved regional landfill.
- 10.4 The area immediately surrounding the premises, such as parking lots, sidewalks, etc. must be kept clean of litter.
- 10.5 Food service outlets which provide take out service of prepared foods must provide an outside refuse receptacle for the use of their patrons and which is separate and different from the one used for the refuse accumulated during the preparation and handling of the food.
- 10.6 The Council or the Chief Administrative Officer reserves the right to control the type and nature of Refuse and industrial waste on any industrial site.
- 10.7 Notwithstanding the provisions of Section 14 of this Bylaw, "Offences & Penalties", certain specific types of Refuse such as cardboard cartons on commercial premises may be disposed of by placing the same in a screened enclosure or container other than a waste receptacle where such a method of disposal has been approved in writing by the Council or their designated agents, and subject to any condition stipulated in such approval.

11. CONSTRUCTION ON DEVELOPMENT SITES

- 11.1 Contractors or Developers are responsible for disposal of their own building waste and construction debris (rubbish).
- 11.2 Debris on sites must be stacked on site so as not to cause a nuisance, fire hazard or injuriously affect the privacy of adjoining properties.
- 11.3 Debris on sites must be contained and not allowed to spill over or accumulate on any street, lane or property.
- 11.4 Contractors or Developers must ensure that any excavating soil and/or debris is not placed on the road or laneway without written permission from the Town. If permission is given, the contractor or developer is responsible for returning the lane or roadway to the previous condition by removal of soil or debris and cleaning the same in an expedient manner.

12. BURNING

- 12.1 No person shall burn, ignite, or cause to be burned or ignited any Refuse, Recyclable Materials or any other material or thing unless permission and approval has been granted from the local authority having jurisdiction (Fire Chief) or the Chief Administrative Officer.

- 12.2 Burning of paper and cardboard is not permissible within the limits of the Town.
- 12.3 Notwithstanding Subsection 12.1, it shall not be an offence under this Section to conduct:

- 12.3.1 Barbecuing;
- 12.3.2 Burning in a fireplace that is inside or attached to dwelling;
- 12.3.3 Fires in contained campground firepits, picnic fireplaces, and stoves in parks and/or on private property in the Town of Legal;
- 12.3.4 Brush may be burned within the Town after first obtaining permission from the local authority having jurisdiction (Fire Chief) or the Chief Administrative Officer.
- 12.3.5 Burning of material shall comply to the Town's Land Use Bylaw and Fire Bylaw as amended from time to time.

13. SPRING OR FALL CLEANUPS

- 13.1 Council or its designate may at any time call for Spring or Fall Clean-Ups for special occasions.
- 13.2 The Town, at no extra charge to the residents, will provide these extra pick-ups where the provisions of this Bylaw are met (bagging, boxing, bundling, etc.).
- 13.3 Residents will be so advised of the special pick-ups by way of insertion of advice in the local newspaper, newsletter and/or utility billing at least fourteen (14) calendar days prior to the dates.
- 13.4 The Collector shall have the authority to refuse the pickups if it so deems that the items are too large, heavy, prohibited waste not acceptable to the regional landfill, are construed as Building Construction and Waste, and in such quantities that the Chief Administrative Officer or their delegate deems the pickup a misuse of the program and the Chief Administrative Officer or their designate shall advise the resident in writing of the misuse of the program.
- 13.5 In the event Section 13.4 applies, the Owner shall remove all items at the Owner's expense within seventy-two (72) hours of the date of the notice.

14. OFFENCE AND PENALTIES

- 14.1 The Chief Administrative Officer or their designate or Bylaw Enforcement Officers are hereby authorized to enforce the provisions of this Bylaw.
- 14.2 Any Person who contravenes a provision of this Bylaw is guilty of an offence and is liable to a penalty as set out in Schedule "C" of this Bylaw.
- 14.3 Notwithstanding section 14.2 of this Bylaw, any Person who commits a second or subsequent offence under this Bylaw within one (1) year of committing the first offence is liable to a fine of not less than nor more than double the amount as set out in Schedule "C" of this Bylaw.

- 14.4 A Person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not less than Two Hundred Dollars (\$200.00) and not more than Ten Thousand Dollars (\$10,000.00).
- 14.5 Under no circumstances will any Person contravening any provision of this Bylaw be subject to the penalty of imprisonment.
- 14.6 Nothing in this Bylaw will be construed as curtailing or abridging the right of the Town to obtain compensation for or to maintain an action for loss of or damage to property from or against the Person or Persons responsible.
- 14.7 In addition to any other remedy or penalty, the Chief Administrative Officer may refuse to collect Refuse from a Residence if the Householder of that Residence is in breach of this Bylaw.

15. VIOLATION TAG

- 15.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Tag to any Person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 15.2 A Violation Tag may be issued to such Person:
- 15.2.1 personally;
 - 15.2.2 by registered mail sent to the postal address of the Person, as shown on the Tax Assessment Roll or on the Certificate of Title for the property; or
 - 15.2.3 by leaving it with a Person apparently over eighteen (18) years of age at the place of residency of the Person to whom the Violation Tag is addressed.
- 15.3 The Violation Tag will be in a form approved by the Chief Administrative Officer and will state:
- 15.3.1 the name of the Person to whom the Violation Tag is issued;
 - 15.3.2 the description of the offence and applicable Bylaw section;
 - 15.3.3 the appropriate penalty for the offence as specified in Schedule "C" of this Bylaw;
 - 15.3.4 that the penalty will be paid within thirty (30) days of the issuance of the Violation Tag in order to avoid prosecution;
 - 15.3.5 any other information as may be required by the Chief Administrative Officer.
- 15.4 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by the Bylaw Enforcement Officer, provided however, that no more than one (1) Violation Tag will be issued for each day that the contravention continues.
- 15.5 Where a Violation Tag is issued pursuant to this Bylaw, the Person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Violation Tag.

16. VIOLATION TICKET

- 16.1 In those cases where a Violation Tag has been issued and if the penalty specified on a Violation Tag has not been paid within the prescribed time, then a Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act, RSA 2000, c. P-34*, as amended or repealed and replaced from time to time.
- 16.2 Notwithstanding Section 16.1 of this Bylaw, a Bylaw Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act, R.S.A. 2000, c. P-34*, as amended or repealed and replaced from time to time, to any Person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 16.3 Where a Violation Ticket has been issued to a Person pursuant to this Bylaw, that Person may plead guilty to the offence by submitting to a Clerk of the Provincial Court, the specified penalty set out on the Violation Ticket at any time prior to the appearance date indicated on the Violation Ticket.
- 16.4 Notwithstanding Section 16.3, for any offence of this Bylaw the Bylaw Enforcement Officer has the discretion to require a mandatory court appearance by the Person to whom the Violation Ticket was issued.

16. SUMMARY CONVICTIONS

- 16.1 Any person violating any of the provisions of this Bylaw or any other person responsible for such violation of the said Bylaw, shall be liable for the offence and penalties as specified in Schedule "C" of this Bylaw.

17. SEVERABILITY

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

18. GENERAL

- 18.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial or other Town of Legal law, order, regulation or bylaw.
- 18.2 Bylaw #08-2024 is hereby repealed.

THIS BYLAW WILL COME INTO EFFECT UPON RECEIVING THIRD READING.

READ A FIRST TIME THIS _____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

READ A SECOND TIME THIS ____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

READ A THIRD TIME THIS ____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

SCHEDULE "A"

COLLECTION SERVICES AND RECYCLING SERVICE ELIGIBILITY GUIDELINES AND LIST OF MATERIALS ACCEPTED FOR RECYCLING ("Recyclable Materials")

1.1 Eligibility Provision:

- 1.1.1 Compulsory **Waste Collection** Service: Householders within the Urban Service Area who receive a water and/or sewer Utility Bill from the Town will receive Waste Collection ~~and Recycle Collection~~ Services automatically and an account will be established and effective as of the date of ownership or occupancy whichever first occurs. This excludes **Industrial**, Institutional and Commercial Facilities.
- 1.1.2 Utility Account: **Residential Property** Owners within the Urban Service Area who do not receive a water and/or sewer Utility Bill from the Town may apply for Waste Collection ~~and Recycle Collection~~ Services in accordance with Part 9 of this Bylaw.
- 1.1.3 **Residential Recycling Collection** is available to all residential householders through Circular Materials at no cost to the householder. Commercial, Industrial and Institutional properties must source their own service provider for Recycling services.

2.1 List of Materials Accepted for Recycling

- 2.1.1 ~~"Clean Plastic Containers" means a designated type of Recyclable Materials including aluminum, steel and tin cans, milk cartons and tetra packs, and rigid plastic containers (#1-7), such as plastic bottles with twist off tops, yogurt containers, margarine containers or other similar material designated by the Chief Administrative Officer from time to time; and~~
- 2.1.2 ~~"Paper Materials" means a designated type of Recyclable Material including office paper, corrugated cardboard, newsprint, box board, magazines, catalogues, flyers, cereal boxes, telephone or other soft cover books, paper egg cartons, shredded paper or other similar material designated by the Chief Administrative Officer from time to time.~~
- 2.1.1 List of materials accepted for recycling is under the mandate of Circular Materials.

SCHEDULE "B"
UTILITIES EMAIL REQUEST FORM

If you wish to receive your utility bill by email only, please complete this form and return to the Town of Legal Office:

NAME: _____	UTILITY ACCOUNT: _____
CIVIC ADDRESS: _____	PHONE NUMBER: _____
LEGAL, AB T0G 1L0	ALTERNATE PHONE #: _____
OWNER/OCCUPIER EMAIL ADDRESS: _____	

- Please note that if there are any changes to the email address, it is the responsibility of the Owner and/or Occupier to inform the Town accordingly.
- A Consumer is not relieved from paying Utility Charges by reason of non-receipt of a Utility Bill, whatever the reason for non-receipt, as per the bylaws of the Town of Legal.
- Payment due dates do not change. Penalties still apply if payment is late for any reason.

AUTHORIZATION:

I agree that I wish to receive my utility bill via email only and that I will inform the Town of Legal if this email address is no longer valid.

NAME OF APPLICANT (*Please Print*)

SIGNATURE OF APPLICANT

DATE

The information on this form is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act (FOIP), Revised Statutes of Alberta 2000, Chapter F-25, and is used solely for purposes relating to utility accounts with the Town of Legal.

SCHEDULE "C"

WASTE ~~AND RECYCLE~~ COLLECTION RATES

WASTE COLLECTION SERVICES

The bi-monthly cost of waste collection from dwellings, multiple dwellings, commercial, industrial and institutional properties within urban service areas of the Town shall be levied as follows, and the Council may amend from time to time:

Waste Collection: One (1) pick-up per week
 Entire Town: Thursdays

Residential:

	Charge	Application
Per 65 Gallon Waste Roll Cart	\$30.00	Bi-monthly, per cart
Per 65 Gallon Waste Roll Cart	\$15.00	Monthly Billing, per cart (Tenants, Property Managers, or other Persons designated by the Property Owner)
2 nd and Additional 65 Gallon Waste Roll Cart(s)	\$9.00	Monthly, per cart
Replacement Waste Roll Cart	\$100.00	Per Cart

Commercial and Institutional:

	Charge	Application
6 yd bin	\$337.74	Per bin, bi-monthly
6 yd bin	\$168.87	Per bin, monthly (Tenants, Property Managers, or other Persons designated by the Property Owner)
4 yd bin	\$225.16	Per bin, bi-monthly
4 yd bin	\$112.58	Per bin, monthly (Tenants, Property Managers, or other Persons designated by the Property Owner)
2 yd bin	\$112.58	Per bin, bi-monthly
2 yd bin	\$56.29	Per bin, monthly (Tenants, Property Managers, or other Persons designated by the Property Owner)

Late Payment Penalty: ~~10%~~ 2.5% per month

Waste Disposal Site (Roseridge Waste Management Services Commission):

	Charge	Application
Residential Landfill Disposal Permit	\$5.00	For up to 1,000 kg (2,200 lbs) per calendar year (January to December), excluding

		commercial, industrial and institutional properties
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2025 Overage fees as reported by Roseridge Waste Management Services Commission:

	Charge	Application
Overage Fees - 1,001 kg - 2,500kg	\$44.19	Per 1,000 kg (2,200 lbs) per calendar year (January to December)
Overage Fees - 2,501 kg and over	Fees specified by Roseridge Waste Management Services Commission	Charged directly to user by Roseridge Waste Management Services Commission on location at waste disposal site at time of waste disposal

Commercial, industrial, and institutional properties must contact Roseridge Waste Management Services Commission to set-up an account to access the landfill.

RECYCLE COLLECTION SERVICES

The bi-monthly cost of recycle collection from dwellings, multiple dwellings, commercial, industrial and institutional properties within urban service areas of the Town shall be levied as follows:

Recycle Collection: — One (1) pick up per week (as in agreement with the contracted company)
 — Entire Town: Tuesdays

Residential:

	Charge	Application
Residential Dwelling	\$7.00	
Residential Dwelling	\$3.50	Monthly Billing (Tenants, Property Manager, or other Person designated by the Property Owner)
Apartments	\$7.00	Each apartment
Senior Citizen Lodge	\$10.00	
Schools	\$10.00	
5002-50 Ave	\$35.00	5 residential
4811-47 St	\$10.00	Per unit
4807-47 St	\$5.00	Per unit
5015-48 St	\$49.00	7 residential

Commercial:

	Charge	Application
Commercial	\$10.00	Per store or office
Community Hall	\$30.00	
4727-50 Ave.	\$34.00	2 commercial, 2 residential
4743-50 Ave.	\$10.00	

4925 50 Ave	\$44.00	3-commercial, 2-residential
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Late Payment Penalty: ~~10% per month~~

Penalties:

VIOLATIONS	SECTION	1ST OFFENCE	2ND & SUBSEQUENT OFFENCE
Improper Waste Receptacles and/or bundling, bagging	5, 7, 8.9	\$100.00	\$200.00
Prohibited Waste	5.1	\$500.00	\$1,000.00
Not keeping refuse confined	6.4	\$100.00	\$200.00
Improper location of Waste Roll Cart(s)	6.10, 6.11	\$100.00	\$200.00
Improper storage of Containers (not on private property or in view from a roadway, highway, boulevard, lane or public property)	6.12	\$100.00	\$200.00
Illegal Dumping within the Town of Legal	6.16.2, 6.17, 8.5	\$200.00	\$400.00
Parking a vehicle within one (1) meter of a Waste Roll Cart	8.4	\$100.00	\$200.00
Food Outlets not supplying Receptacles	10.5	\$200.00	\$400.00
Construction Sites not disposing properly	11	\$200.00	\$400.00
Igniting waste or materials	12.1	\$200.00	\$400.00
Person who is guilty of an offence not otherwise subject to a specified penalty pursuant to this Bylaw	14.4	\$200.00	\$10,000.00

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
- ☐ Request for Direction
- ☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Consolidated Financial Statement, December 31, 2024
Agenda Item No:	10.5

BACKGROUND / PROPOSAL:

The auditors from Friesen Viney Stasiuk Chartered Professional Accountants were in the Municipal Office from December 10 to 13, 2024 to conduct the interim audit, and from February 3 to 7, 2025 to conduct the final audit.

Kendra Stasiuk from Friesen Viney Stasiuk Chartered Professional Accountants is scheduled as a delegate for the regular Council meeting on Monday, March 17, 2025 to present the 2024 Consolidated Financial Statement as required by the *Municipal Government Act*, Section 276.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Financial statements are intended to report on financial condition as at December 31st each year, to ensure accountability and transparency, and to assist municipalities with long-term and strategic planning. Financial statements are an important tool for a municipal Council and administration to use to report to the taxpayers on the municipal services provided with the resources at their disposal.

The *Municipal Government Act* (MGA) requires that every Alberta municipality complete annual audited financial statements, a copy of which must be submitted to Municipal Affairs, by May 1st of each year. The financial statements must be prepared in accordance with generally accepted accounting principles for municipal governments in Canada.

Financial statements provide information on a municipality's financial position in terms of its assets and liabilities, its net debt, its accumulated surplus or deficit, and its tangible

capital assets and other non-financial assets. Financial statements also provide a meaningful summary of the sources, allocation and consumption of municipal economic resources, how the activities of the period have affected the municipality's net debt, how municipal activities were financed, and how cash requirements were met. Each indicator gives the readers of the financial statements information about the status of the municipality's finances.

RECOMMENDED ACTION (by originator):

It is recommended that Council accept the 2024 Consolidated Financial Statement, as prepared by Friesen Viney Stasiuk Chartered Professional Accountants.

Initials show support – Reviewed by:

CAO: Original Signed - RP

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Municipal Financial Information Return for the Year Ending December 31, 2024
Agenda Item No:	10.6

BACKGROUND / PROPOSAL:

As a result of the audit that took place, by the auditors from Friesen Viney Stasiuk Chartered Professional Accountants, from December 10 to 13, 2024 and from February 3 to 7, 2025 the Financial Information Return (FIR) for the year ending December 31, 2024 was conducted.

Kendra Stasiuk from Friesen Viney Stasiuk Chartered Professional Accountants is scheduled as a delegate for the regular Council meeting on Monday, March 17, 2025 to present the Municipal Financial Information Return for the year ending December 31st, 2024, as required by the *Municipal Government Act*, Sections 277 and 278.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Sections 277 and 278 of the *Municipal Government Act* (MGA) require that each municipality annually prepare the financial information return and send it, together with an auditor's report, to the Minister by May 1st of the following year. The department uses the FIR to build a database that permits meaningful comparisons.

The definitions and accounting policies used for specific items in the FIR will generally be the same as those recommended by the Public Sector Accounting Board (PSAB) which apply to annual financial statements. However, the FIR is not a financial statement and the PSAB recommendations may not always apply.

The FIR should be prepared in accordance with the content, accounting principles, and standards prescribed by the Minister through regulation.

The Financial Information Return Form is the form prescribed by the Minister under section 277 of the MGA.

RECOMMENDED ACTION (by originator):

It is recommended that Council accept the Municipal Financial Information Return for the year ending December 31, 2024, as prepared by Friesen Viney Stasiuk Chartered Professional Accountants.

Initials show support – Reviewed by:

CAO: Original Signed - RP

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Legal Arena & Curling Rink Retrofit Project - Scope Change for Construction Administration
Agenda Item No:	10.7

BACKGROUND / PROPOSAL:

During construction, the consultant team (Associated Engineering (AE)) for the Legal Arena & Curling Rink Retrofit Project has required more time than estimated in the original proposal. AE had originally estimated \$124,761.00 for construction administration and as of end of February 2025 that amount has been spent.

AE anticipates requiring an average of \$8,000.00 per month, or approximately \$64,000.00, to complete the construction administration phase of the project.

Attached is the scope change request to add additional time to the project for construction administration. AE is requesting an additional \$39,000.00 be added to the consultant budget for additional Construction Administration.

Administration is recommending Council to approve Associated Engineering's request for the additional \$39,000.00 to be added to the consultant budget for additional Construction Administration for the Legal Arena & Curling Rink Retrofit Project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

There are a few additional items that could be combined as one scope change, or issued separately:

1. The added scope for the consultants for the Municipal Electricity Generation (MEG) Program work is \$4,000.00. That budget was included in the MEG grant

application. This includes submittal reviews for the PV system and the roofing, and one extra site visit.

2. AE received a quote from Simplify Energy to help with the reporting and to comply with the Green Municipal Fund (GMF) Agreement closeout documents. The total for AE and Simplify to prepare the required paperwork is \$5,000.00.

COSTS / SOURCE OF FUNDING (if applicable):

BUDGET CHANGE:

Original Budget		BUDGET TOTAL:
		\$ 830,000.00
Reduction of Survey Allowance		(\$ 9,907.50)
Reduction of Geotechnical Allowance		(\$ 25,900.00)
Addition to Consultation Allowance		<u>\$ 1,500.00</u>
Addition to scope work for Consultants for MEG program work		\$ 4,000.00
Addition for Consultants and Simplify Energy to prepare paperwork for the GMF Agreement close out documents		<u>\$ 5,000.00</u>
	SUB-TOTAL	\$ 804,692.50
Addition to Construction Administration		<u>\$ 64,307.50</u>
	TOTAL	\$ 869,000.00

RECOMMENDED ACTION (by originator):

It is recommended that Council approve Associated Engineering's request for the additional \$39,000.00 to be added to the consultant budget for additional Construction Administration for the Legal Arena & Curling Rink Retrofit Project as described in Scope Change 03.

Initials show support – Reviewed by:

CAO: Original Signed - RP



SCOPE/BUDGET CHANGE

Client:	Town of Legal	Scope Change No.:	03_R1
Project Name:	Legal Arena and Curling Rink Retrofit	Project No.:	2023-3603-00
Project Manager:	Carma Holmes	File No.:	
Change Initiated by:	Associated Engineering	Date:	March 13, 2025

SCOPE CHANGE (Description):

During construction, the consultant team has required more time than estimated in our original proposal. We had estimated \$124,761 for construction administration and as of end of February 2025 we have spent that amount. We anticipate requiring an average of \$8,000 per month, or approximately \$64,000, to complete the construction administration phase of the project.

There was also an additional expense from RC Strategies last year and the Consultation Allowance needs to increase to \$2,500 from the original \$1,000 allowance.

We recommend reducing the remaining Survey Allowance and Geotechnical Allowance and re-allocating that budget to the Consultation Allowance and the Construction Administration task.

We request \$30,000 be added to the consultant budget for additional Construction Administration.

Municipal Energy Generation Grant Assistance: \$4,000. This budget is included in the MEG grant application. This includes submittal reviews for PV system and the roofing, and one extra site visit.

Community Building Retrofit Grant Assistance: \$5,000. To assist with reporting and to comply with the GMF agreement closeout documents.

REASON FOR CHANGE:

The submittals, RFI's and Change Requests during construction have required more time than we estimated.

SCHEDULE CHANGE:

Not applicable.

EFFECT ON PROJECT PERFORMANCE:

No effect.



SCOPE/BUDGET CHANGE

BUDGET CHANGE:	BUDGET TOTAL:
Original Budget	\$ 830,000.00
Reduction of Survey Allowance	(\$ 9,907.50)
Reduction of Geotechnical Allowance	(\$ 25,900.00)
Addition to Consultation Allowance	\$ 1,500.00
Addition for MEG Grant Assistance	\$ 4,000.00
Addition for Community Building Retrofit Grant Assistance	\$ 5,000.00
Sub-Total	\$ 804,692.50
Addition to Construction Administration	\$ 64,307.50
Total	\$ 869,000.00

Prepared by:

Associated Engineering

Name: Carma Holmes

Signature: *Carma Holmes*

Title: Project Manager

Date: March 13, 2025

Client Acceptance / Approval:

Client: Town of Legal

Name: Robert Proulx

Signature: _____

Title: _____

Date: _____

10.1

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Water Bylaw
Agenda Item No:	10.8

BACKGROUND / PROPOSAL:

The Town of Legal Water Bylaw sets out the terms, costs and charges to provide water services to residents and businesses in the community.

At the annual Council Workshop, held on February 24 and 24, 2025, Council was provided with data on municipal water and wastewater comparisons from surrounding municipalities. Fees used in the comparison included the basic fees, consumption usage and other charges. Bulk water fees were also provided. Proposed increases to reserves were discussed.

Administration is proposing the following rates and increases for Water services for the Town of Legal:

1. the water minimum basic charge (for the first nine (9) cubic meters of water consumption) increase by \$0.50, from \$74.50 to \$75.00.
2. the water consumption rate increase by \$0.08 per cubic meter (above the minimum basic charge), from \$1.52 per cubic meter to \$1.60 per cubic meter;
3. the bulk water consumption rate increase by \$0.50 per cubic meter, from \$4.50 per cubic meter to \$5.00 per cubic meter; and
4. an Infrastructure Replacement flat fee of \$2.50 per month per utility account.

10.8

As a result of the proposed rate increases, administration is recommending Council review the attached draft Water Bylaw and give first reading to the Water Bylaw at the March 17, 2025 regular Council meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The proposed increase to the water rates will offset the costs for the new Water+ Cloud Based Software License and help build sufficient capital reserves for the continued maintenance and upkeep of the water system and infrastructure.

Passing first reading at the March 17, 2025 Council meeting will allow time for administration to advertise the rate increases to the public before the rates take effect on May 21, 2025.

COSTS / SOURCE OF FUNDING (if applicable):

As listed in Schedule “C” of the draft Water Bylaw (attached).

The proposed rates will be implemented effective May 21, 2025.

RECOMMENDED ACTION (by originator):

It is recommended that Council pass first reading of the Water Bylaw #03-2025 as presented at the March 17, 2025 regular meeting of Council.

Initials show support – Reviewed by:

CAO: Original Signed - RP

**TOWN OF LEGAL
BYLAW #xx-2025
WATER BYLAW**

A BYLAW OF THE TOWN OF LEGAL, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR A WATER SYSTEM INCLUDING THE SETTING OF RATES, CHARGES AND CONDITIONS OF SERVICE.

WHEREAS the *Municipal Government Act*, RSA 2000, c. M-26 provides that a Council may pass bylaws respecting public utilities; and

WHEREAS it is deemed necessary and expedient to establish a waterworks system for the Town of Legal and to set out the terms, costs, and charges upon which the service will be provided;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF LEGAL, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. TITLE

1.1 This Bylaw may be referred to as "The Water Bylaw".

2. DEFINITIONS

- 2.1 "Abut": in relation to a physical object, to be next to or to have a common boundary with;
- 2.2 "Account": an agreement between a Consumer and the Town for the supply of water;
- 2.3 "Active Utility Account": the commencement and turning on of water service for occupancy of a building or property;
- 2.4 "Approved": unless otherwise provided, approved by CAO or their designate;
- 2.5 "Appurtenance": anything that is attached to the Water System or Water Utility;
- 2.6 "Basic Service": the level of service that the Town provides to its Consumers that is included in the Water Rates and Charges as per Schedule "C" of this Bylaw and is comprised of, but not limited to, the provision of water via the transmission and distribution systems and the operation and maintenance of same;
- 2.7 "Bulk Water Outlet": The Town overhead standpipe capable of dispensing potable water; and does not include the Town's coin operated barrel fill that is located at the Town of Legal Municipal Office (5021 50 Street, Legal, Alberta).
- 2.8 "Bylaw Enforcement Officer": A Bylaw Enforcement Officer appointed by the Town pursuant to the *Municipal Government Act*, RSA 2000, c. M-26, to enforce the Town Bylaws, and includes a member of the Royal Canadian Mounted Police, and when authorized, a Special Constable.

- 2.9 "CC" or "Curb Cock": a shut off valve constructed in line on the Water Service enabling shutting off water supply to a property;
- 2.10 "CAO": The Chief Administrative Officer for the Town of Legal.
- 2.11 "Commercial": includes stores, warehouses, and commercial facilities;
- 2.12 "Consumer": any Person who has applied for an Account or Service Connection, has received any Water Service, or is otherwise responsible for paying for the Water Services;
- 2.13 "Consumption Charge": A Variable volumetric charge, unless water is un-metered, that reflects the cost of supply for water consumed;
- 2.14 "Council": The Municipal Council of The Town of Legal;
- 2.15 "County Resident Connection Fee": fee established by Town Council requested by the County by way of application to the Town and does not include or permit commercial potable water use;
- 2.16 "Cross Connection": means any physical connection to the Town's or Customer's water mains or piping whereby water may be contaminated and may enter the potable water system;
- 2.17 "Facilities": any physical facilities and infrastructure including transmission and distribution pipelines, valves, reservoirs, pumping stations, fire hydrants, chambers and pressure reducing valves, meters, and measurement devices owned and operated by the Town, used to supply potable water;
- 2.18 "Fees and Charges": The Town's fees and charges as set out in Schedule "C" of this Bylaw;
- 2.19 "Householder": any Owner, Occupant, Lessee, Tenant, Property Manager, or other Person designated by the Property Owner or any other person in charge of any Dwelling;
- 2.20 "Hydrant User": any person obtaining water from a fire hydrant for any purpose other than emergency fire protection;
- 2.21 "Institutional": a hospital, nursing home, hotel, or school;
- 2.22 "Master Control Valve": the privately owned valve typically installed on the water service line inside a building;
- 2.23 "Meter Pit": a pit-like enclosure that protects Water Meters installed outside of buildings and allows access for reading the Meters;
- 2.24 "Municipal Servicing Standards": The Town's engineered servicing standards as approved by Council;

- 2.25 "New Service Connection Fee": fee charged to the applicant who has requested a new water connection to the water main within the Town corporate boundaries;
- 2.26 "Owner": the person who is registered under the *Land Titles Act*, RSA 2000 c. L-4, as amended or replaced from time to time, as the Owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 2.27 "Person": any Person, Householder, firm, partnership, association, corporation, company, or organization of any kind;
- 2.28 "Point of Delivery": the point where the Service Connection occurs, which is, in most cases, at or near the property line that defines the point that the Owner has the responsibility for ownership, maintenance and repair to the Private Service Line;
- 2.29 "Private Service": all the water facilities serving the premises downstream of the Point of Delivery and includes the pipes, fittings, valves, and Appurtenances owned by the Owner but does not include the Meter;
- 2.30 "Public Health Inspector": the medical health officer of the Capital Health Authority, or their authorized representative;
- 2.31 "Publication": publication of a notice in a newspaper in general circulation within the Town, or the mailing or delivering of a notice to a Person or Persons, due to immediate needs the Town, as an interim measure, may post a notice on the Town's webpage or use its social media accesses;
- 2.32 "Remote Meter Reading Device": equipment installed to remotely read the Water Meter without obtaining access into the premise;
- 2.33 "Residential": any detached single-family dwelling or residence, duplex, or Multi Family Complex, row housing, park model, modular dwelling, in-law suite, guest house, garden suite, or garage suite designed for individual family living;
- 2.34 "*Safety Codes Act*": a Provincial Act that establishes the regulation for building, gas, plumbing, electrical and fire disciplines in the Province of Alberta;
- 2.35 "Service": the provision of water;
- 2.36 "Service Pipe": a pipe which carries water from the Town Water System onto or across private property, from and within the Owners premise to the CC;
- 2.37 "Snowbird": a person who vacations in or moves to a warmer climate during cold weather;
- 2.38 "Tenant": is:

- 2.38.1 a person who is permitted by the landlord to occupy residential premises under a residential tenancy agreement;
 - 2.38.2 a person who is permitted to occupy residential premises under an assignment or sublease of a residential tenancy agreement to which the landlord has consented under the *Residential Tenancies Act*; and
 - 2.38.3 an heir, assign or personal representative of a person referred to in subclause (2.38.1) or (2.38.2).
- 2.39 "Town": The Town of Legal, or its designate;
- 2.40 "Turn Off": the cessation or turning off of water service for a building or a property and may include a final meter reading;
- 2.41 "Turn On": the process where the delivery of potable water to the private system is activated;
- 2.42 "Urban Service Area": the service area within the Town of Legal;
- 2.43 "Utility Bill": a bill which sets out the fees levied by the Town on a monthly or bi-monthly basis for utility services provided by the Town;
- 2.44 "Water Demand Management Measures": restrictions upon the use of water for non-essential purposes, including but not limited to irrigation, washing of vehicles, driveways or sidewalks, and any other purpose where water is utilized externally to a residence, place of business or any other premise located within the Town on any certain day for a certain period of time;
- 2.45 "Water Main": a water pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town water distribution network and delivers the water supply to the Water Service Connections;
- 2.46 "Water Meter" or "Meter": any Approved device installed by the Town which is designed to measure the quantity of water used by a Consumer and which may have attached to it a Remote Reading Device;
- 2.47 "Water Service": the provision of water to Consumers and associated services contemplated by the fees and charges, as provided for in Schedule "C" of this Bylaw, offered to the Consumer under this Bylaw;
- 2.48 "Water Service Connection": the lateral Water Service Pipe which connects an Owner's premises to the Town's Water System with the Owner owning that portion of the Service Pipe lying within the boundaries of the Owner's premises excluding any Service Pipe lying within the boundaries of any easement area granted to the Town for its Water System;
- 2.49 "Water System" or "Water Utility": a system of water reservoirs, treatment plants, pumping stations, feeder mains, distribution mains, service connections, valves, fittings, hydrants, meters, and all other equipment, machinery, owned by the Town and which is

required to supply and distribute water to all Owners, and which is deemed to be a Public Utility within the meaning of the *Municipal Government Act*, RSA 2000, C M-26.

3. ADMINISTRATION

- 3.1 The CAO may designate the administration of this Bylaw to the following employee positions:
 - 3.1.1 Public Works Supervisor or their designate;
 - 3.1.2 Manager of Corporate Services;
 - 3.1.3 Executive Assistant or position similar thereof.

4. GENERAL

- 4.1 The Town, having constructed, operated, and maintained a Water System as a public utility shall continue, insofar as there is sufficient capacity and supply of water, to supply water, upon such terms as Council considers advisable, to any Owner within the Town's Urban Service Area or situated along the Town's Water Main.
- 4.2 In providing a Service Connection to Town Water Mains, the Town shall provide and install all Facilities up to the Point of Delivery or Water Service Connection point subject to the terms of this Bylaw. The Town shall remain the Owner of all Facilities provided by the Town for a Service Connection unless the Town and the Consumer have expressly agreed in writing otherwise. Any payment made by the Consumer reimbursing costs incurred by the Town in installing Facilities does not entitle the Consumer to ownership of any such Facilities unless an agreement in writing between the Town and the Consumer specifically provides otherwise.
- 4.3 An Owner is responsible for providing such facilities as considered necessary to have a continuous and uninterrupted supply of water for the Owner's specific needs provided such facilities are approved by the CAO and provided that such facilities do not interfere with the operation of the Water System.
- 4.4 The Town's employees, agents and other representatives shall have the right to enter a Consumer's premises at all reasonable times for the purpose of installing, maintaining, inspecting, sampling, replacing, testing, monitoring, reading, or removing the Town's Facilities and for any other purpose incidental to the provision of a Service Connection. The Consumer shall not prevent or hinder the Town's entry.
- 4.5 The Town has the right to enter a Consumer's premises at any reasonable hour to:
 - 4.5.1 Install, inspect, test, repair or remove Town Facilities or equipment;
 - 4.5.2 Perform necessary maintenance to Town Facilities or equipment;
 - 4.5.3 Investigate a Consumer complaint or query;
 - 4.5.4 Conduct a surprise inspection of a concern with unauthorized use of water or tampering with the Water System including but not limited to the Meter and Service.

- 4.6 Before entering premises, the Town will make reasonable effort to notify the Consumer or other responsible Person who is at the premises and who appears to have sufficient authority to permit entry except:
- 4.6.1 In the case of emergency;
 - 4.6.2 Where entry is permitted by order of a court or administrative tribunal;
 - 4.6.3 Where otherwise legally empowered to enter;
 - 4.6.4 Where the purpose of entry is in accordance with Sections 4.5.3 or 4.5.4.
- 4.7 The Town shall not be liable for damages to furniture, appliances, electronics, or other such building contents including building losses:
- 4.7.1 Caused by a break within the Town's Water System; or
 - 4.7.2 Caused by the interference or cessation of water supply necessary in connection with the repair or proper maintenance of the Town Water System; or
 - 4.7.3 Generally, for any accident due to the operation of the Town Water System, unless such action has been shown to be directly due to the negligence of the Town or its employees; or
 - 4.7.4 Disconnection of service due to arrears.
- 4.8 No Person shall connect or cause to connect any other source of water to the Water System, either directly or indirectly.
- 4.9 No Person shall use an alternate source of water supply other than the Water System without submitting a written application and obtaining the consent of the CAO or their designate; provided that:
- 4.9.1 The CAO or their designate, may give consent to an Owner using an alternate source of water, subject to such terms and conditions as the CAO or their designate, deems necessary and, notwithstanding the generality of the foregoing, they may set a limit on the period for which an alternate supply of water may be used.
- 4.10 No Person who has been granted permission to use an alternate source of water supply shall allow the alternate source of water to be connected to the Water System.
- 4.11 In all cases where boilers or equipment of a nature similar to that of a boiler are supplied with water from the Water System, the Owner of the boilers or other equipment shall equip such with at least one safety valve, vacuum valve, backflow preventer device or other proper device required by the *Alberta Safety Codes Act* to prevent the collapse or explosion thereof in the event the water supply is shut off, in addition to backflow prevention to ensure potentially contaminated water does not enter the municipal system.

5. DUTIES AND MANAGEMENT

- 5.1 The CAO is responsible for the administration and enforcement of this Bylaw including:

- 5.1.1 The general installation, maintenance, and management of the Water System.
 - 5.1.2 The distribution and use of the water from the Water System;
 - 5.1.3 Enforcing terms and conditions under which water from the Water System is supplied to or made available for use by an Owner, Householder, Person, or Consumer and for shutting off the water or discontinuing the Water Service until the Owner, Householder, Person, or Consumer complies with the terms and conditions so designated.
- 5.2 In addition to the Municipal Servicing Standards, the Town may establish standards, guidelines and specifications for the design, construction, and maintenance of the Water System.
- 5.3 For the purposes of administering or enforcing the provisions of this Bylaw, the CAO may designate their powers to one (1) or more employees of the Town including the Manager of Corporate Services, Public Works Supervisor, or their designate.

6. CONSTRUCTION AND INSTALLATION OF SERVICE PIPE

- 6.1 No person, without first filing an application or submitting a letter of request for construction and installation to obtain permission to do so from the Town of Legal, shall make connection whatsoever to any of the Town's Water Mains.
- 6.2 All applications for construction and for all installations contemplated under this Bylaw shall be done or made in accordance with the provision of the *Safety Codes Act*, RSA 2000, c. S-1 as amended from time to time and regulations made thereunder and the Town's Municipal Servicing Standards. The applicant shall be totally liable for any damage caused while making such connections.
- 6.3 No person shall install or permit to be installed an additional Service Pipe between a Water Meter and the CC, located at or near the property line.
- 6.4 The Owner of multiple housing and commercial developments shall submit service design plans, duly signed by a Professional Engineer, to the CAO or their designate, for review and approval prior to construction start.
- 6.5 An Owner shall provide to the CAO or their designate, two (2) sets of "As Built" plans, together with a letter indicating that the Private Service is fully operational and satisfactory bacteria sampling results have been provided. The Town may require that the plans together with a letter duly signed by a Professional Engineer indicating that the private service is fully operational and satisfactory bacteria sampling results have been provided.

7. SERVICE PIPE FOR DOMESTIC PURPOSES

- 7.1 Neither the Town employees, nor their agents, shall carry out any work pertaining to the construction or repair or renewal of Service Pipe on private property, except with the

authority of the CAO or their designate, and then only after satisfactory arrangements have been made with the Owner for payment for doing such work.

- 7.2 Unless the CAO, or their designate, determines otherwise, at the request of the Owner, a Service Pipe shall be constructed only to those properties, which Abut directly on the Town Water System.
- 7.3 A Service Pipe shall not be extended from one lot to another.
- 7.4 Upon notice to any Owner that an existing Private Service fails to meet the requirements of the Bylaw or for any reason is unsatisfactory to the CAO or their designate, the Owner shall effect the changes required in the notice by the date specified in the notice at the expense of the Owner.
- 7.5 All additional construction costs on the Service Pipe and after Point of Delivery due to development on private property, including additional costs required for repairing of disturbed streets, shall be borne by the Owner on whose property development is occurring.
- 7.6 An Owner shall be responsible for the cost to thaw out frozen Service Pipes from the point of delivery or curb cock to the dwelling as per Schedule "C" of this Bylaw. The Town shall be responsible for the cost to thaw out frozen Service Pipes from the distribution main to the point of connection or curb cock. The Town shall provide the service to the Owner and the Owner shall pay for the thawing of the Service Pipe.
- 7.7 When a Service Pipe passes through an excavation or backfill, or through a basement way, finished or unfinished, or through a retaining wall, the Town shall not be responsible for any damage due to displacement, settlement, or any cause due to the Owner's operations, whether the damage occurs during construction or afterwards.
- 7.8 In the event that mains are required in order to provide services for the applicant, the applicant will be required to pay the cost of the said mains.
- 7.9 The CAO may refuse to make any new connection or install any new or change any existing service at any time for any reason, which it may consider sufficient.

8. INSTRUCTIONS FOR PLUMBING AND MECHANICAL CONTRACTORS

- 8.1 Conditions in this Section apply to the portion of a Service Pipe from the CC through to the Meter and apply to both new construction and to any renewal, alteration or change in old construction. Plumbers and Contractors shall comply with the provisions of the *Safety Codes Act*, RSA 2000, c. S-2, and its regulations.
- 8.2 The Point of Delivery to private property, as agreed to at the time of application, for a Service Pipe shall be strictly adhered to; costs arising from non-adherence shall be borne by the Owner.

- 8.3 Construction specifications of all new construction or repair/replacement of old construction will adhere to Municipal Servicing Standards as deemed by the Town.
- 8.4 All contracts formed by the filing of an application for water and the acceptance thereof by the Town are hereby declared to be subject to all the terms and conditions of this Bylaw, which shall be understood as forming part of all contracts for the supply and distribution of water.
- 8.5 The Town upon approval from the CAO, or their designate, may allow the use of unmetered water during the construction phase of a principal building. The Consumer must ensure a back flow preventer is installed prior to use to avoid cross contamination of the potable water source.

9. WATER METERS

- 9.1 The Town shall remain the Owner of all metering facilities it provides to serve the Consumer, unless the Town and the Consumer have expressly agreed in writing otherwise the CAO or their designate, shall determine the size and type and number of Water Meters to be supplied and installed by the Town. The CAO or their designate, shall approve the Metering requirements where water is supplied for fire protection purposes.
- 9.2 The Town shall supply, install, own, and maintain all Water Meters and Meter Pits in accordance with manufacturers' specifications, except those privately owned or in a separate agreement for ownership and operation with the Town on the understanding that the Owner shall give every facility for the introduction, placing, and inspection of such water meter and meter pit and the reading of such water meter.
- 9.3 The Owner shall provide on the land or premises a suitable place for a water meter and the outside register and shall be responsible for the safekeeping of the water meter and outside register; any damage resulting from frost, heat, overheating of water or damage resulting from neglect by the Owner will be charged to the Owner. The Owner shall provide on the service piping a control valve of approved pattern. This control valve shall be so placed that the supply of water can be shut off prior to entering the water meter. The Owner shall not draw water from the service piping in advance of the meter.
- 9.4 The Owner shall keep their service piping and all fixtures connected thereto in good repair and well protected, at their own expense. The Town will not be responsible for any piping beyond its own property lines.
- 9.5 No person, other than an employee or representative of the Town shall install, test, remove, repair, replace, or disconnect a Water Meter.
- 9.6 No person shall interfere with or tamper with the operation of any Water Meter or Remote Meter Reading Device, subject to 9.5. Any person interfering with or tampering with any meter seal, meter reading equipment, or water shut-off equipment, shall be liable to a fine as specified down in Schedule "C" of this Bylaw.

- 9.7 The Town may charge for and recover from the Owner the cost of supplying, installing, altering, repairing, relocating, or replacing a Water Meter. Any such charge may be collected in the same manner as water rates.
- 9.8 All Water Service Connections must be constructed and installed in an approved manner. Should the Water Service Connection not be constructed according to the approved application the Town:
- 9.8.1 May enter the premises to construct, maintain or repair the Water Service Connection; or
- 9.8.2 Shall have the right to refuse to supply water to the premises.
- 9.9 No Owner shall relocate, alter, or change any existing Water Metering facilities. The Owner shall submit plans and specifications for any proposed relocation of Water Metering facilities and, if approved by the CAO or their designate, the Owner shall pay the entire cost, including any costs incurred by the Town, in making such relocation, alteration, or change.
- 9.10 The Owner of a premise in which a Meter is located shall;
- 9.10.1 Comply with all directions of the Town to prevent Meter damage due to frost, heat, or other causes;
- 9.10.2 Promptly notify the Town of any condition or event which has resulted in any meter damage due to frost, heat, or other causes.
- 9.11 If a meter is damaged or destroyed, the Owner of the premise in which the Meter is located shall pay for the entire cost of the Meter removal, repair, and re-installation or for the cost of replacing the Meter.
- 9.12 Repairs necessitated to meters through normal operation and wear will be repaired by the Town and will be considered as an operation expense and as such charged to the Town's operating budget.
- 9.13 Should the CAO or their designate, determine that a Meter should not be positioned inside a premise to which Service is provided, the Owner shall construct a Meter Pit on the Owner's property near the property line at the Owner's expense and in accordance with the Municipal Servicing Standards.
- 9.14 Unless otherwise determined by the CAO or their designate, for single-family dwellings and for single unit commercial or industrial buildings, a single Water Service Connection shall be constructed, and a single Meter shall be installed by the Town.
- 9.15 In the event a water meter cannot be read remotely, the CAO or their designate, notwithstanding Sections 4.4 and 4.5 of this agreement will require to gain access to the premises for the purpose to read the meter and repair the meter. In the event a Consumer refuses to allow a Meter to be read for a period more than two (2) months from the date the meter was found to be faulty, the CAO or their designate, may shut off

the supply of water to that Meter until access is gained for the meter read and the repair of the meter.

- 9.16 No Person shall do, or shall cause to be done, or shall permit to be done, any act which may obstruct or impede direct safe and convenient access to a Meter for the purpose of installation, inspection, removal, repair, replacement, reading or the like at all times.
- 9.17 If access to a Meter cannot be obtained, the Town will send estimated utility bills.
- 9.18 If required for any reason, Town employees may request to have a Town Bylaw Enforcement Officer accompany them to any Consumer's residence or business for any reason.
- 9.19 In the event of a discrepancy between the Remote Meter Reading Device and the Meter, the Meter shall be deemed correct.
- 9.20 If an Owner doubts the accuracy of a meter installed in a building they own or occupy, a written notice must be given to notify the Town and a deposit in accordance with Schedule "C" of this Bylaw - Meter Testing (refer to Schedule "C" of this Bylaw) shall accompany the written notice. The Town shall have the Meter tested by an Approved external agency, after the written/s notice and deposit is received.
- 9.21 If the test shows the Meter is recording between 98.5% and 101.5% of true consumption, the Owner shall forfeit the deposit to cover the cost of the testing, including the cost of the meter change-out by a Town employee or agent. If the test shows the Meter is not recording between 98.5% and 101.5% of true consumption, the Consumer will be credited back the deposit, the meter will be repaired or replaced with another meter and the expense shall be borne by the Town, and the rates for the previous two (2) meter reading periods shall be adjusted by the same percentage as the meter found to be in error, provided however, that no rate shall be reduced below a minimum rate normally charged, if one exists.
- 9.22 The Owner may be notified of test results and receive a copy of the test results.

10. HYDRANTS AND VALVES

- 10.1 No person(s) other than Town employees or persons authorized by the Town shall open, close, or interfere with any valve, hydrant, or fireplug, or draw water therefrom.
- 10.2 The Chief of the Town Fire Department, their assistants, officers and members of that Department, are authorized to use the hydrants or plugs for the purpose of extinguishing fires, for fire protection, for equipment testing, and for fire training practices, but all such uses shall be under the direction and supervision of the said Chief or their duly authorized assistants, and in no event shall any inexperienced or incompetent person be permitted to manipulate or control in any way, hydrants or plugs.
- 10.3 No person(s) shall in any matter whatsoever obstruct or interfere with the free access to any hydrant, valve, or curb cock. No vehicle, building, rubbish, or any other matter which

would cause such obstruction or interference shall be placed nearer to a hydrant than the property line of the street where the hydrant is located nor within five (5) meters of either side of the hydrant in a direction parallel with the property line. Costs of repairs required as a result of obstruction or damage to any hydrant, valve or curb stop are the responsibility of the person who caused the obstruction or damage.

11. UNAUTHORIZED USE, INTERFERENCE OR OBSTRUCTION

- 11.1 Any person obtaining water service from the Town shall only use the water supplied for that person's own use and that person shall not vend, sell, dispose, or distribute the water supplied to third parties.
- 11.2 No Person, other than Town employees or agents, or those authorized to complete new installations or repairs to existing services shall operate, handle, or interfere with the Town's provision of a Service including the Town's CC's, valves, and pipes; nor shall any unauthorized Person operate, handle, or interfere with a Town meter, meter seal, or meter reading equipment.
- 11.3 No Person, other than Town employees or agents, or those authorized by the CAO or their designate, shall make, keep, use, or dispose of any key or wrench, the purpose of which is to operate any valve, CC, fire hydrant, Meter Pit, or any other Appurtenances on the Town's water system.
- 11.4 No Person shall obstruct or impede direct and free access to the Town's Water System. Costs of removing obstructions or impediments shall be borne by the offending party and may be added to the utility bill.
- 11.5 Any Person found in violation of Sections 11.1, 11.2, or 11.3 is subject to Interference, Tampering, or Unauthorized Use penalty as per Schedule "C" of this Bylaw.

12. AUTHORITY TO RESTRICT OR SHUT OFF SUPPLY

- 12.1 The CAO or their designate may without notice shut off the water supply to any part of the Town should they decide an emergency makes such action necessary.
- 12.2 The CAO or their designate, may in a non-emergent situation shut off water supply to any part of the Town provided reasonable notice of such intended shut off is given to all affected Owners, except in the event of routine maintenance with shut off not to exceed thirty (30) minutes. The CAO or their designate shall have the sole discretion to determine what reasonable notice in the circumstance is.
- 12.3 The CAO or their designate, may restrict and regulate the hours or time during which water may be used for any purpose other than for firefighting.
- 12.4 The CAO or their designate, may, by Publication upon reasonable notice, implement Water Demand Management Measures.

- 12.5 After Publication of any Water Demand Management Measures, it shall be an offence for a person to use water in contravention of the declared Water Demand Management Measures.
- 12.6 No Person shall allow the wastage of water.
- 12.7 If the CAO or their designate, determines that water is being wasted, they may give notice to the Owner of their intent to discontinue Service.
- 12.8 In giving notice to discontinue a Service, the CAO or their designate, shall bear in mind all the circumstances of the particular case including, but not limited to the estimated rate of wastage, the age of piping, the possibility of damage to adjacent property and the season of the year. The time allowed for stopping the wastage shall be reasonable but at the discretion of the CAO or their designate.

13. BULK WATER

- 13.1 The CAO or their designate, may, at their discretion and with just cause, restrict, or deny use of a Bulk Water Outlet to any Person if receiving tanks, trucks, or hoses are in a condition deemed not sanitary for the transference of water, or misuses facilities and surrounding area.
- 13.2 Commercial tanks and vessels used for bulk water transportation to offsite locations for human consumption must be inspected, approved, and have a permit issued by the local Public Health Inspector. Water use and maintenance of the tanks, etc. are at the responsibility of the Commercial operator.
- 13.3 The CAO or their designate, may at their discretion restrict, limit, shut down or deny the use of the Bulk Water Outlet for Demand Management Measures. In the event of an emergency, the CAO or their designate may impose limits or restrictions immediately without notice and such action will remain in effect until the emergency ceases and reservoir levels are filled to an acceptable level determined by the CAO or their designate. Notices will be posted at the bulk water outlet as time permits.
- 13.4 The CAO or their designate, may at their discretion restrict, limit, shut down or deny the use of the Bulk Water Outlet should the CAO or their designate impose Water Demand Management Measures B or C as identified in the Town's Operational Plan for Drinking Water. Notification of such action shall be posted on social media, the Town's website and by posting a notice on site at the Bulk Water Outlet station.
- 13.5 The CAO or their designate will review annually Consumer usage for those users who have an account for the Bulk Water Outlet. Those Consumers who have not accessed the facility for a period two (2) years (24 months) or more and have an account balance of less than fifty dollars (\$50.00) will have their account closed and the Town shall not be required to provide the Consumer with a refund or such notification.
- 13.6 The CAO or their designate will review annually Consumer usage for those users who have an account for the Bulk Water Outlet. Those Consumers who have not used the facility

for a period of two (2) years (24 months) or more and have an account balance exceeding fifty dollars (\$50.00) will be contacted by telecommunication to advise the user that the account has been inactive for a period exceeding two (2) years. Should the Consumer no longer require the services of the Bulk Water Outlet, the Town will refund the Consumer the balance remaining on the account. Should the Consumer no longer exist and the Town has exhausted their efforts to contact the Consumer, the CAO or their designate will bring the matter to Council for approval to terminate the account and any remaining funds.

14. WATER RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

- 14.1 The rates and charges to be charged for the provision of Water Service shall be as set out in Schedule "C" of this Bylaw.
- 14.2 The Town requires that new account requests or changes to Consumer utility services, provided by the Municipality, be placed in the name of the Owner(s) registered on the property title only as per Alberta Land Titles.
- 14.3 Where an Owner has set up an Account for Water Service, an Owner may request that the invoice for the Account be sent directly to the Consumer via email, as per Schedule 'B', and/or mailing address as identified by the Owner. Notwithstanding this Section, the Owner remains the Account holder responsible for all debts incurred under that Account.
 - 14.3.1 In the event a Tenant, Property Manager, or other Person designated by the Property Owner requests Town utility services, the Property Owner shall complete and sign Schedule "A" Utility Billing Request Form, permitting duplicate copies of the utility bill to be emailed, as per Schedule "B", and/or mailed to the Tenant, Property Manager, or other Person designated by the Property Owner. The utility account shall remain the responsibility of the Property Owner.
 - 14.3.2 A Consumer is not relieved from paying Utility Charges by reason of non-receipt of a Utility Bill, whatever the reason for non-receipt.
- 14.4 A property not vacated will be charged the minimum charge and any consumption exceeding the minimum consumption allocation set in Schedule "C" of this Bylaw will be charged to the account holder until such time as the Consumer vacates the property or new Consumers have made application to the Town or the Consumers have requested a disconnection.
- 14.5 Any Occupier, Tenant, Property Manager, other Person designated by the Property Owner or Property Owner not requesting closure of service will be charged the minimum rate as established in Schedule "C" of this Bylaw.
- 14.6 An administration fee, as per Schedule "C" of this Bylaw, shall be applied each time there is a change in Consumer on a property and/or utility account (including owner changes and/or tenant, Property Manager, or other Person designated by the Property Owner changes), prior to water being consumed. The request for change may be accepted verbally or in be required in writing depending on the circumstances. The administration fee will be included on the Consumer's first utility bill.

- 14.7 That the CAO or their designate shall have the right to determine into which classification any service belongs and the CAO or their designate decision shall be final and binding on all persons concerned.
- 14.8 Consumers who consume water without opening an account will be liable for the cost of water consumed as estimated by the Town.
- 14.9 All Utility Bills will be due and payable when rendered by the Town and payments will be made at the address indicated on the Utility Bill or to an agent of the Town.
- 14.10 A Consumer shall:
- 14.10.1 Pay all charges, fees and bills for Water Services performed by the Town in accordance with Schedule "C" of this Bylaw;
 - 14.10.2 Adhere to the requirements of this Bylaw;
 - 14.10.3 Promptly pay their Account or any penalties assessed;
 - 14.10.4 Provide payment at the Town Office, the Consumer's bank, pre-authorized payment plan or through online banking services.
- 14.11 The CAO or their designate, may disconnect Water Services to a Householder in the event that a Utility Bill remains unpaid as described in section 14.21 of this Bylaw.
- 14.12 Consumer may contact the Town for temporary or permanent Turn Off (service disconnection) of Water Service; charges may apply as per Schedule "C" of this Bylaw.
- 14.12.1 In the event of a vacated dwelling and/or building, the water service may be turned off at the Curb Cock or at the meter inside the dwelling and/or building providing the dwelling and/or building is heated during the winter months; the Town of Legal will not be responsible for any damages incurred.
- 14.13 The CAO or their designate may Turn Off Service without notice for any of the following reasons:
- 14.13.1 Failure to open an account;
 - 14.13.2 Neglects or refuses to pay by due date any charges levied pursuant to this Bylaw and Schedule "C" of this Bylaw;
 - 14.13.3 If, in the opinion of the CAO or their designate, an emergency exists;
 - 14.13.4 The Consumer's facilities are unsafe or defective, leak excessively or cause a risk of contamination or deterioration to the Water System;
 - 14.13.5 For the purposes of repairing and maintaining the Water System;
 - 14.13.6 The Consumer fails to provide the Town adequate access to the Water System on private property or access to the premises for the purposes of reading, verification, testing, repairing, replicating or inspection of the meter as required;
 - 14.13.7 If, in the opinion of the CAO or their designate, it is reasonable to do so.

- 14.14 No person shall have any claim for compensation or damages as the result of the Town shutting off the water without notice or from failure of the water supply from any cause whatsoever.
- 14.15 The CAO or their designate, may at any time, upon endeavoring to provide forty-eight (48) hours' notice to a Consumer and without any further notice Turn Off a Water Service or refuse to open an Account, if the Consumer:
- 14.15.1 Fails to perform any term of an Account;
 - 14.15.2 Contravenes any other section of this Bylaw;
 - 14.15.3 Fails to comply with notice to discontinue water use during Water Demand Management Measures or;
 - 14.15.4 Fails to comply with notice to discontinue wastage of water.
- 14.16 A reconnect fee as specified in Schedule "C" of this Bylaw will be levied before reconnection of a Service.
- 14.17 All Consumers shall pay for their water consumption and all other rates and charges as provided for in Schedule "C" of this Bylaw.
- 14.18 No reduction in rates will be made in the monthly or bi-monthly charges for water supplied to or made available to the Consumer for use by the Town due to any interruption or any cause whatsoever for the supply of water.
- 14.19 All rates and charges shall be included in a bi-monthly water bill, provided to the Consumer on the Utility Bill, and shall be due and payable monthly in the manner herein provided.
- 14.20 In the event a Utility Bill remains unpaid after the due date, a penalty as established in Schedule "C" of this Bylaw shall be added to the principal outstanding amount thereto and form part of the rates levied.
- 14.21 In the event that the water bill remains unpaid by the following billing cycle (30 days for a tenant, Property Manager, or other Person designated by the Property Owner, and 60 days for homeowner):
- 14.21.1 A letter of notice of disconnection will be included with the utility bill indicating payment of arrears is to be made to the Town within fourteen (14) calendar days and payment must be received by 12:00 p.m.
 - 14.21.2 If the payment is not received by the Town on the date specified on the letter of notice of disconnection, a final notice for disconnection in the form of a door tag will be hand delivered to the property advising the homeowner that a payment due date of forty-eight (48) hours must be made by 12:00 p.m. (noon).
 - 14.21.3 If payment is not received by the Town Office on the date specified on the final notice for disconnection (door tag), the utilities will be disconnected at the Curb Cock (CC) with no further notice.

- 14.21.4 As per Schedule "C" of this Bylaw, a reconnection fee along with the payment of arrears must be paid prior to reconnection of service to the property.
- 14.22 In the event utility services have been shut off, by reason of non-payment, a reconnection fee as set out in Schedule "C" of this Bylaw shall be payable in advance for turning on the service as well as the outstanding bill.
- 14.23 Any Utility Bill remaining unpaid under this Bylaw will constitute a debt owing to the Town and is recoverable by any or all of the following methods, namely:
- 14.23.1 by shutting off or discontinuing any Water Service being supplied by the Owner without notice;
 - 14.23.2 by collecting in a like manner as municipal rates and taxes;
 - 14.23.3 by action of any court of competent jurisdiction.
- 14.24 Consumers wishing to close their Account must request a Turn Off order at least two (2) working days before the order is to become effective.
- 14.25 The Town may continue to levy Water Service charges in accordance with Schedule "C" of this Bylaw until the Account is closed.

15. WELLS

- 15.1 All persons having charge of or being Owners or occupiers of premises containing a well shall not connect any piping that may cause cross connection and contaminate the Town's Water Distribution System. Failure to comply shall be an offence and shall be fined as per Schedule "C" of this Bylaw.

16. SEVERABILITY

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

17. MISCELLANEOUS

- 17.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial or Municipal laws, order, regulation, or Bylaw.
- 17.2 The power to do any of the things provided for in this Bylaw, for the purpose of enforcing payment of any Utility Bill as may be deemed necessary, is hereby designated to the CAO.
- 17.3 That Bylaw ~~#09-2022~~ 03-2023 is hereby repealed. This Bylaw will come into force and effect after receiving third reading and having been signed.

READ A FIRST TIME THIS _____ DAY OF _____, 20__.

Mayor

Chief Administrative Officer

READ A SECOND TIME THIS _____ DAY OF _____, 20__.

Mayor

Chief Administrative Officer

READ A THIRD TIME THIS _____ DAY OF _____, 20__.

Mayor

Chief Administrative Officer

SCHEDULE 'A'

UTILITY BILLING REQUEST FORM

Property Owners: Please complete this form if you wish for ONE (1) duplicate copy of your utility bill to be sent to someone else, such as a tenant, property manager or any other person of your choice.

I, _____, hold legal land title to the following property:
Print Registered Owners Name

Civic Address of Property and / or Legal Land Description

Utility Services means the Town of Legal service provision of water, sewer, recycle collection and garbage collection. As the Registered Owner of the property listed above, I accept full responsibility for payment of the utility services provided by the Town of Legal. I understand that the "Original" utility bills will be issued in my name and sent via email (as per Schedule B) and/or to the mailing address as stated in this document. A "Duplicate Copy" will be issued in the name of the person(s) listed below and sent via email (as per Schedule B) and/or to their mailing address as stated in this document.

A \$30.00 administration fee will be applied to the utility account for any change and will be applied to the first utility bill. It is the responsibility of the property owner to inform any new tenants, Property Manager, or other Person designated by the Property Owner of the \$30.00 administration fee.

Should the account become past due, I (Owner) am responsible for the payment of any and all utility services that have been accrued for the above stated property. Should the account still be in arrears at the time of either sale of the property, or tax assessment, the utility service costs will be added to the Property Tax Roll.

Owner Information:

Name: _____

Mailing Address: _____ Town: _____

Province: _____ Postal Code: _____ Email Address: _____

Phone: _____ Alternate Phone#: _____

Copy of bill to be sent to (check one): ☐ Tenant, or ☐ Property Manager, or ☐ other person designated by owner

Name: _____

Mailing Address: _____ Town: _____

Province: _____ Postal Code: _____ Email Address: _____

Phone: _____ Alternate Phone#: _____

I understand and accept the terms as stated above:

Property Owner Signature

Date

The information on this form is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act (FOIP), Revised Statutes of Alberta 2000, Chapter F-25, and is used solely for purposes relating to utility accounts with the Town of Legal.

10.8

SCHEDULE 'B'

UTILITIES EMAIL REQUEST FORM

If you wish to receive your utility bill by email only, please complete this form and return to the Town of Legal Office:

NAME:	_____	UTILITY ACCOUNT:	_____
CIVIC ADDRESS:	_____	PHONE NUMBER:	_____
LEGAL, AB TOG 1L0		ALTERNATE PHONE #:	_____
OWNER/OCCUPIER EMAIL ADDRESS:	_____		

- Please note that if there are any changes to the email address, it is the responsibility of the Owner and/or Occupier to inform the Town accordingly.
- A Consumer is not relieved from paying Utility Charges by reason of non-receipt of a Utility Bill, whatever the reason for non-receipt, as per the Bylaws of the Town of Legal.
- Payment due dates do not change. Penalties still apply if payment is late for any reason.

AUTHORIZATION:

I agree that I wish to receive my utility bill via email only and that I will inform the Town of Legal if this email address is no longer valid.

NAME OF APPLICANT *(Please Print)*

SIGNATURE OF APPLICANT

DATE

The information on this form is collected under the authority of Section 33 © of the Freedom of Information and Protection of Privacy Act (FOIP), Revised Statutes of Alberta 2000, Chapter F-25, and is used solely for purposes relating to utility accounts with the Town of Legal.

10.8

SCHEDULE 'C'

WATER RATES

1.1 DEFINITION OF WATER RATES AND CHARGES:

Basic Charge: A flat fee charge that is intended to recover costs for such things as: billing and other related charges, customer service, energy related charges, communication, facilities, and administration of customer accounts.

Consumption Charge: A variable volumetric charge, unless water is un-metered, that reflects the cost of supply for water consumed.

Infrastructure Replacement Flat Fee: A flat fee intended to reflect each Consumer's share of costs of replacement and upgrades to municipally owned infrastructure, such as equipment and infrastructure replacement (i.e. Defective pipes or installation of new pipes.)

1.2 SCHEDULE OF WATER RATES AND CHARGES:

RESIDENTIAL/COMMERCIAL/INSTITUTIONAL

	Charge	Application
Basic Charge	\$74.50 \$75.00	bi-monthly for first nine cubic meters of water consumption
Consumption Charge	\$1.52 \$1.60	per cubic meter consumed during each billing period over the initial nine cubic meters of water
Infrastructure Replacement Flat Fee	\$2.50	Per month per utility account (Residential, Commercial and Institutional)

Bulk Water (Truckfill) Pre-Paid

	Charge	Application
Consumption Charge	\$4.50 \$5.00	per cubic meter

1.3 DEFINITION OF OTHER WATER RATES AND CHARGES:

Administration Fee: A flat fee that represents costs associated with the account processing changes required when there is a consumer change on a property and/or utility account. This process includes administration of new utility agreements, creation of new utility account, tenant, Property Manager, or other Person designated by the Property Owner changes, final meter reading, production of final bill and related administration.

Connection Charge: New service requests where a new physical connection is required to accommodate the service will have a fixed charge to offset the construction cost.

Interference or Tampering Penalty: A flat fee charge that is issued to anyone who has been found to have interfered with or tampering with any meter seal, meter reading equipment, or water shut-off equipment.

Late Payment Penalty: A Utility Bill which remains unpaid after the date fixed for payment, a penalty of ~~one hundred twenty percent (120%)~~ thirty (30%) per annum or ~~ten percent (10%)~~ two and one-half percent (2.5%) per month shall be added to the principal outstanding amount.

Meter Testing: A fee charge that is intended to reflect the cost of removing, testing and re-installation of a meter that the Consumer believes is faulty. If the meter is found faulty the Consumer will be credited back the Meter Testing charge.

Reconnection Charge: A flat fee charge that reflects the cost of managing and processing the administration and collection of utility accounts.

- a. A charge that is applied in the event that utility services are disconnected due to a utility account that is in arrears or where a Consumer has defaulted on payment. The Reconnection Fee must be paid prior to services being reconnected.
- b. A charge that is applied in the event the Consumer requests utilities to be reconnected.
- c. Reconnections shall only be performed during normal business hours.

Service Calls: A charge applicable to those Consumers who require service over and above that of the Basic Service provided for non-emergent issues.

Service Disruption: Provides an option for Consumers who wish to have their service temporarily disconnected. The charge includes a Service Call.

1.4 SCHEDULE OF OTHER WATER RATES AND CHARGES:

	Charge	Application
Administration Fee	\$30.00	Per change in Consumer utility services – applied on the Consumer’s first utility bill, split between water and wastewater
Connection to main	\$500.00	Tapping into main for new service
Connection of New Meter: 5/8” T10 E-Coder: 5/8” x 3/4” T10 E-Coder: 3/4” T10 E-Coder: 1” T10 E-Coder: 1 ½” T10 E-Coder: 2” T10 E-Coder:	 \$612.80 \$616.00 \$680.00 \$835.20 \$1,300.00 \$1,532.00	Per request of Owner
Late Payment Penalty	120% per annum (10% per month) 30% per annum (2.5% per month)	applicable to outstanding balance – applied to total Utility Bill (less penalty) after the date due

Meter Testing Deposit	\$200.00 Plus flow through of costs of testing results	Per Consumer request, flow through of testing charge plus Service Call
Re-Connection Charge	\$50.00	Per consumer request (i.e. Snowbird) or as a result of disconnection
Service Calls	\$100.00 plus \$50.00 per hour if required during regular business hours; \$100.00 plus \$100.00 per hour if required outside of regular business hours	plus any additional costs that may be incurred in attending to non-emergent issues
Service Disruption	Service Call Charge	per notification or event, per utility account

1.5 SCHEDULE OF FINES AND PENALTIES:

	Fine – 1st Offence	2nd and Subsequent Offences
Contravention of Water Demand Measures	\$250.00	\$500.00
Interference, Tampering or Unauthorized Use Penalty	\$250.00 Per event	\$500.00
Any offence under this Bylaw for which a penalty is not otherwise provided	\$250.00	\$500.00

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Wastewater Bylaw
Agenda Item No:	10.9

BACKGROUND / PROPOSAL:

The Town of Legal Wastewater Bylaw establishes the terms for providing a sewage system, including conditions for treatment and disposal of wastewater.

At the annual Council Workshop, held on February 24 and 24, 2025, Council was provided with data on municipal water and wastewater comparisons from surrounding municipalities. Fees used in the comparison included the basic fees, consumption usage and other charges. Proposed increases to reserves were discussed.

Administration is proposing a wastewater rate increase of \$2.00 bimonthly, along with an Infrastructure Replacement flat fee of \$2.50 per month per utility account.

As a result of the proposed rate increases, administration is recommending Council review the attached draft Wastewater Bylaw and give first reading to the Wastewater Bylaw at the March 17, 2025 regular Council meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The purpose of the proposed increase to the wastewater rates is to help build sufficient capital reserves for the continued maintenance and upkeep of the wastewater system and infrastructure.

Passing first reading at the March 17, 2025 Council meeting will allow time for administration to advertise the rate increases to the public before the rates take effect on May 21, 2025.

It is also recommended that the wastewater rates continue to be reviewed annually and adjusted over the next 3 to 4 years to put the Town in a suitable position regarding wastewater rates.

COSTS / SOURCE OF FUNDING (if applicable):

As listed in Schedule “C” of the draft Water Bylaw (attached).

The proposed rates will be implemented effective May 21, 2025.

RECOMMENDED ACTION (by originator):

It is recommended that Council pass first reading of Wastewater Bylaw #04-2025 as presented at the March 17, 2025 regular meeting of Council.

Initials show support – Reviewed by:

CAO: Original Signed - RP

**TOWN OF LEGAL BYLAW
BYLAW #04-2025
WASTEWATER BYLAW**

A BYLAW OF THE TOWN OF LEGAL, IN THE PROVINCE OF ALBERTA TO ESTABLISH TERMS FOR PROVIDING A SEWAGE SYSTEM, INCLUDING CONDITIONS FOR TREATMENT AND DISPOSAL OF WASTEWATER.

WHEREAS the *Municipal Government Act*, RSA 2000, c. M-26 provides that a Council may pass bylaws respecting public utilities; and

WHEREAS the Town of Legal levies and collects such costs or charges established by Council from time to time for wastewater services; and

WHEREAS it is deemed necessary and expedient to establish terms for provision of wastewater services;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF LEGAL, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. SHORT TITLE

- 1.1 This Bylaw may be referred to as "The Wastewater Bylaw".

2. DEFINITIONS

- 2.1 "Abut": in relation to a physical object, to be next to or to have a common boundary with;
- 2.2 "Account": an agreement between a Consumer and the Town for the supply of wastewater services for occupancy of a building or property;
- 2.3 "Approved": unless otherwise provided, approved by the Chief Administrative Officer, or their designate;
- 2.4 "Appurtenance": anything that is attached to the Wastewater System or Wastewater Utility;
- 2.5 "Backflow Prevention Valve": a device or mechanism that prevents backflow of wastewater to avoid untreated or potentially contaminated water/wastewater migration into a dwelling, commercial, industrial or institutional buildings or building of similar nature;
- 2.6 "Biological Waste": waste from a hospital, medical clinic, health care facility, mortuary, or biological research laboratory;
- 2.7 "Bylaw Enforcement Officer": a Bylaw Enforcement Officer appointed by the Town pursuant to the *Municipal Government Act*, RSA 2000, c. M-26, to enforce the Town Bylaws, and includes a member of the Royal Canadian Mounted Police, and when authorized, a Special Constable;

- 2.8 "Chief Administrative Officer": the Chief Administrative Officer for the Town of Legal;
- 2.9 "Commercial": includes stores, warehouses, ~~and~~ commercial facilities, ~~restaurants, barber shops and/or salons, banks and welding and/or machine shops~~;
- 2.10 "Consumer": any Person who has applied for an Account or Service Connection, has received any Wastewater Service or is otherwise responsible for paying for the Wastewater Services;
- 2.11 "Council": the Municipal Council of The Town of Legal;
- 2.12 "Emulsifier": any ingredient used to bind together normally non-combinative substances, such as oil and water;
- 2.13 "Environmental Protection and Enhancement Act": the *Environmental Protection and Enhancement Act*, RSA 2000, c.E-12, and its regulations;
- 2.14 "Facilities": any physical facilities or infrastructure including transmission, distribution and collection pipelines, valves, lagoons, manholes, and pumping stations owned and operated by the Town, used to collect and dispose wastewater;
- 2.15 "Fees and Charges": the Town's Fees and Charges as set out in Schedule "C" of this Bylaw as amended by Council from time to time;
- 2.16 "Householder": any owner, occupant, lessee, tenant, Property Manager, or other Person designated by the Property Owner, or any other Person in charge of any Dwelling;
- 2.17 "Institutional": a hospital, nursing home, hotel, or school;
- 2.18 "Municipal Servicing Standards": the Town's engineered servicing standards as approved by Council;
- 2.19 "Owner": the person who is registered under the *Land Titles Act*, RSA 2000 c. L-4, as amended or replaced from time to time, as the owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 2.20 "Person": any Person, Householder, firm, partnership, association, corporation, company, or organization of any kind;
- 2.21 "Planning and Development Services": the Town representatives responsible for the approval of plumbing and gas installations within the Town;
- 2.22 "Point of Collection": the point where the Service Connection occurs, which is, in most cases, at or near the property line that defines the point that the owner has the responsibility for ownership, maintenance and repair to the Private Service Line;

- 2.23 "Private Service": all the wastewater facilities serving the premises upstream of the Point of Collection and includes the pipes, fittings, valves, septic tanks, pumps, and Appurtenances owned by the Owner;
- 2.24 "Prohibited Waste": matter set out in Schedule "A" annexed hereto;
- 2.25 "Public Health Inspector": the medical health officer of the Capital Health Authority, or their authorized representative;
- 2.26 "Publication": publication of a notice in a newspaper in general circulation with the Town or the mailing or delivering of a notice to a Person or Persons;
- 2.27 "Residential": any detached single-family dwelling or residence, duplex, or Multi-Family Complex, Row Housing, Park Model, Modular Dwelling, In-law Suite, Guest Home, Garden suite, or Garage suite designed for individual family living;
- 2.28 "Service": the provision of sewage or wastewater disposal including but not limited to the collection, transmission, and treatment;
- 2.29 "Service Pipe": a pipe which carries wastewater from the dwelling, commercial or intuitional or similar building onto or across private property, to the Town facilities;
- 2.30 "Snowbird": a person who vacations in or moves to a warmer climate during cold weather;
- 2.31 "Tenant": is:
- 2.31.1 a person who is permitted by the landlord to occupy residential premises under a residential tenancy agreement;
 - 2.31.2 a person who is permitted to occupy residential premises under an assignment or sublease of a residential tenancy agreement to which the landlord has consented under the *Residential Tenancies Act*; and
 - 2.31.3 an heir, assign or personal representative of a person referred to in Subclause (2.32.1) or (2.32.2);
- 2.32 "Spills": a direct or indirect discharge into the wastewater system, Storm Sewer or the natural environment which is abnormal in quantity and quality in light of all the circumstances of the discharge;
- 2.33 "Storm Sewer": a natural drainage system or a sewer for the collection and transmission of uncontaminated water, storm water, and drainage from land or from a watercourse or any combination thereof but excluding any portion of a combined sewer for the combined collection of wastewater and uncontaminated water or storm water;
- 2.34 "Town": The Town of Legal, or its designate;

- 2.35 "Utility Bill": a bill which sets out the fees levied by the Town on a monthly or bi-monthly basis for utility services provided by the Town;
- 2.36 "Watercourse": a natural or artificial channel through which water flows;
- 2.37 "Wastewater Main": a sewage pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town wastewater collection network and delivers the collected wastewater to the Town facilities (sewage lift stations or Lagoon facilities);
- 2.38 "Wastewater Service": the collection and treatment of wastewater from the Consumers, and all other associated services provided by the Town related to wastewater;
- 2.39 "Wastewater Service Connection": the lateral wastewater Service Pipe which connects an Owner's premises to the Town's Wastewater System with the Owner owning that portion of the Service Pipe lying within the boundaries of the Owner's premises, excluding any Service Pipe lying within the boundaries of any easement area granted to the Town for its Wastewater System;
- 2.40 "Wastewater System" or "Wastewater Utility": a system of lagoons, pumping stations, feeder mains, collection mains, service connections, valves, fittings, manholes and all other equipment, and machinery owned by the Town and which is required to collect and dispose wastewater from the Owners or Consumers and which is deemed to be a Public Utility within the meaning of the *Municipal Government Act*, RSA 2000, c. M-26.

3. ADMINISTRATION

- 3.1 The Chief Administrative Officer may designate the administration of this Bylaw to the following employee positions:
- 3.1.1 Public Works Supervisor, or their designate;
 - 3.1.2 Manager of Corporate Services;
 - 3.1.3 Executive Assistant or position similar thereof;
 - 3.1.4 Bylaw Enforcement Officers or Special Constables appointed by the Town.

4. GENERAL

- 4.1 The Town, having constructed, operated, and maintained a Wastewater System as a public utility shall continue, insofar as there is sufficient capacity to collect wastewater, upon such terms, as Council considers advisable, from any Owner within the Town's Urban Service Area or situated along the Town's Wastewater Main.
- 4.2 In providing a Wastewater Service Connection to Town Wastewater Mains, the Town shall provide and install all Facilities up to the Point of Collection subject to the terms of this Bylaw. The Town shall remain the owner of all Facilities provided by the Town for a Service Connection unless the Town and the Consumer have expressly agreed in writing otherwise. Any payment made by the Consumer for the reimbursement of costs

incurred by the Town in installing Facilities does not entitle the Consumer to ownership of any such Facilities unless an agreement in writing between the Town and the Consumer specifically provides otherwise.

- 4.3 An Owner is responsible for providing such facilities as considered necessary in order to have a continuous and uninterrupted flow of wastewater providing the Chief Administrative Officer approves such facilities and providing that such facilities do not interfere for the operation of the Wastewater System.
- 4.4 The Town's employees, agents and other representatives shall have the right to enter a Consumer's premises at all reasonable times for the purpose of inspecting, testing, monitoring, or removing the Town's Facilities and for any other purpose incidental to the provision of a Service Connection. The Consumer shall not prevent or hinder the Town's entry.
- 4.5 The Town shall not be liable for damages, including building losses:
 - 4.5.1 Caused by a break within the Town's Wastewater System; or
 - 4.5.2 Caused by the interference or cessation of wastewater collection necessary in connection with the repair or proper maintenance of the Town Wastewater System; or
 - 4.5.3 Generally for any incident due to the operation of the Town Wastewater System unless such action has been shown to be directly due to the negligence of the Town or its employees.
- 4.6 No Person shall connect or cause to connect any other source of wastewater to the Wastewater System, either directly or indirectly including but not limited to weeping tile, sump pumps, and eave troughs.
- 4.7 Those persons (prior to 1983) who were permitted to connect sump pumps or weeping tile systems to the wastewater system may continue to do so however are encouraged to eliminate the discharge of water collected from the weeping tile system into the wastewater system. In the event the Town's wastewater system surcharges due to weeping tile connections, Council shall have the authority to ask residents to discontinue the discharge of Storm Water into the wastewater system. The cost of such work will be at the expense of the consumer.
- 4.8 The Chief Administrative Officer or designate shall have the right to request that an Owner take immediate action to correct the landscaping on a property to provide positive drainage or request that eave troughs, and/or down spouts be repaired, replaced, or extended to eliminate infiltration of storm water into the wastewater system.
- 4.9 No Person shall connect to the wastewater system an alternate source of wastewater disposal without a written application requesting consent from the Town, the Chief Administrative Officer, or their designate;

- 4.9.1 May give consent to an Owner using an alternate disposal system, subject to such terms and conditions as the Chief Administrative Officer or their designate deems necessary and, notwithstanding the generality of the foregoing, may set a limit on the period of time for which an alternate system may be used.
- 4.10 No Person who has been granted permission to connect to an alternate source of wastewater supply shall allow the alternate source of wastewater to be connected to the Wastewater System.

5. AUTHORITY

- 5.1 Except as otherwise provided in this Bylaw and subject to the *Environmental Protection and Enhancement Act*, no Person shall discharge into any Watercourse any Wastewater.
- 5.2 The Chief Administrative Officer or their designate is responsible for the administration and enforcement of this Bylaw, whether through direct enforcement or with the assistance of a Bylaw Enforcement Officer, including but not limited to:
 - 5.2.1 The general installation, maintenance, and management of the Wastewater System;
 - 5.2.2 The collection and disposal of wastewater from the Wastewater System.
- 5.3 In addition to the Municipal Servicing Standards, the Town may establish standards, guidelines and specifications for the design, construction, and maintenance of the Wastewater System.
- 5.4 For the purposes of administering or enforcing the provisions of this Bylaw, the Chief Administrative Officer may designate their powers to one or more employees of the Town per Sections 3.1.1, 3.1.2, 3.1.3 or 3.1.4.
- 5.5 Town designate, Engineer or Inspector shall be permitted reasonable access upon all property in the Town for the purpose of inspection, measurement, sampling, and testing in accordance with this Bylaw.
- 5.6 No Person shall place or deposit or permit to be deposited in any manner that is unsanitary in the opinion of the Public Health Inspector upon public or private property within the Town limits or in any area under the jurisdiction of the Town, any human or animal excrement, garbage, or other objectionable waste.

6. CONSTRUCTION AND INSTALLATION OF SERVICE PIPE

- 6.1 No person shall connect whatsoever to any of the Town's Wastewater System and Mains without first filing an application to connect, construct and install services and written permission must be obtained from the Town of Legal.
- 6.2 All applications for construction and installations contemplated under this Bylaw shall be done or made in accordance with the provision of the *Safety Codes Act*, RSA 2000, c.

S-1 and regulations made thereunder and the Town's Municipal Servicing Standards. The applicant shall be liable for any damage caused while making such connections.

- 6.3 The Owner of multiple housing and commercial developments shall submit service design plans, to the Chief Administrative Officer or their designate for review and approval prior to construction start. The Town may require that the servicing plan and design, together with a letter duly signed by a Professional Engineer, be submitted for approval prior to construction start.
- 6.4 An Owner shall furnish to the Chief Administrative Officer or their designate two (2) sets of "As Built" plans. The Chief Administrative Officer may require a letter, duly signed by a Professional Engineer, indicating that the Private Service is fully operational.
- 6.5 Neither the Town employees, nor their agents, shall carry out any work pertaining to the construction or repair or renewal of a Service Pipe on private property, except with the authority of the Chief Administrative Officer or their designate and only after satisfactory arrangements have been made with the Owner for payment for doing such work.
- 6.6 Unless the Chief Administrative Officer or their designate, determines otherwise, at the request of the Owner, a Service Pipe shall be constructed only to those properties, which Abut directly on the Towns Wastewater System.
- 6.7 A Service Pipe shall not be extended from one lot to another.
- 6.8 Upon notice to any Owner that an existing Private Service fails to meet the requirements of this Bylaw, or for any reason is unsatisfactory to the Chief Administrative Officer or their designate, the Owner shall effect the changes required in the notice by the date specified in the notice at the expense of the Owner.
- 6.9 All additional construction costs associated with the installation of a Service Pipe, at or after the Point of Collection due to a development on private property, including additional costs required for repairing of disturbed streets and sidewalks, shall be borne by the Owner on whose property development is occurring.
- 6.10 When a Service Pipe passes through an excavation or backfill, or through a basement way, finished or unfinished, or through a retaining wall, the Town shall not be responsible for any damage due to displacement, settlement, or any cause due to the Owner's operations, whether the damage occurs during construction or afterwards.
- 6.11 In the event that sewer mains are required in order to provide services for the applicant, the applicant will be required to pay the cost of the said mains.
- 6.12 The Chief Administrative Officer or their designate may refuse to make any new connection, install any new or change any existing service at any time for any reason, which it may consider sufficient.

7. USE AND PROTECTION OF WASTEWATER SYSTEM

- 7.1 No Person shall throw, dispose of or leave in, on, or upon any of the Town's wastewater system including any trap, basin, grating, manhole, or other Appurtenance of the Town's wastewater system, any butchers offal, garbage, litter, manure, rubbish, sweepings, sticks, stone, bricks, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, rags, cinders, ashes, or refuse matter of any kind (as identified in Schedule "A" – Prohibited Wastes), those items of which may impair or interfere with the proper operation or treatment process of the Sewage System or may become a hazard to persons, property or animals.
- 7.2 No Person shall discharge directly or indirectly or permit the discharge or deposit of wastewater into the Wastewater System where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedules "A" and/or "B" of this Bylaw.
- 7.3 No Person shall discharge directly or indirectly or permit the discharge or deposit of matter into a Storm Sewer where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedule "A and/or B" of this Bylaw.
- 7.4 No Person shall make or cause to be made any connection with any Town Wastewater System, or house drain, or Appurtenance thereof for the purpose of conveying, or which may convey into the same a flammable or explosive material, storm water, roof drainage cistern, tank overflow, condensing, or cooling water.
- 7.5 No Person shall discharge the contents of any privy vault, manure pit or cesspool directly or indirectly into any Town Wastewater System or house drain connected herewith, unless an agreement is entered into with the Town and approved by the Chief Administrative Officer or their designate.
- 7.6 No Person, except duly authorized employees of the Town shall turn, lift, remove, rise, or tamper with the cover of a manhole, ventilator, or other Appurtenance of the Town Wastewater System or Stormwater System.
- 7.7 No unauthorized Person shall cut, break, pierce, or tap into the Town's Wastewater System or Appurtenance thereof, or introduce any pipe, tube, trough, or conduit into any of the Town's Wastewater System.
- 7.8 No Person shall interfere with the free discharge of any Town Wastewater System, or part thereof, or do any act or thing, which may impede or obstruct the flow or clog up any Town Wastewater System or Appurtenance thereof.
- 7.9 Any authorized Town employee, Plumbing Inspector, Town designated or Safety Codes Officer shall have the right at all reasonable times to enter houses or other places which are or have been connected with the Town Wastewater System and facilities, in order to ascertain whether or not there is any discharge of prohibited or restricted wastes or of water containing prohibited or restricted wastes or is suspected of having been made, and the Town Employee, or their designate, Inspector or designated Safety Codes Officer shall have the power to stop or prevent from discharging into the wastewater system

any private wastewater or drain through which substances are discharged which are liable to injure the wastewater system or obstruct the flow of sewage.

- 7.10 No waste or discharge resulting from any trade, industrial, or manufactured process shall be directly discharged to any Town Wastewater System without any previous treatment as shall be prescribed by the Town for each such case. The necessary treatment works so prescribed shall be completely installed by the applicant at their expense, prior to the construction of the wastewater connection and therefore shall be continuously maintained and operated by the applicant.
- 7.11 Grease traps of sufficient size and approved design shall be placed or installed on the waste pipes from all hotels, restaurants, laundries, and such other places as the Town, under advisement may direct.
- 7.12 No Person other than the Town employees or agents of the Town shall make any connections to or shall cut or otherwise tamper in any way with a public or Town Wastewater System or Storm water System without first having obtained a permit to do so. The applicant for the said permit shall be liable for any damages caused while making said connections and shall also be responsible for providing adequate safety facilities and signs during the time of construction.
- 7.13 Where it is deemed expedient to prevent or reduce the flooding of basements or cellars connected to the Municipal Sewage System, the Town may require the owner to install and operate a suitable Backflow Prevention Valve or other mechanical device for the purpose of cutting off or controlling the connection between the sewage system and the cellar or basement. All new development making connection to the wastewater system shall install a Backflow prevention device.
- 7.13.1 Where the installation of a backflow prevention valve is required at the time of connection to the Town's Wastewater system, the cost of installation shall be the responsibility of the owner or applicant.
- 7.14 An Owner shall be responsible to thaw out frozen Service Pipes upstream of the point of connection. The Town may provide at the discretion of the Chief Administrative Officer or their designate the service and the Owner shall pay for the thawing of the Service Pipe.
- 7.15 The Town may revoke or annul any permit that may have been granted to connect with the Town's Wastewater System if it shall find that any of the work is not being done in accordance with the provisions of this Bylaw, and the person or persons making such connections or their successors in interest, shall have no right to demand or claim any damage in consequence of such permits being revoked or annulled.
- 7.16 A person occupying any premises connected to a street main by a Wastewater System, shall be required to keep the said Wastewater System in operational condition at all times, and shall be fully responsible for the operation of the said Wastewater System.

- 7.17 The discharge of waste at the Recreation Vehicle dumping station facility is limited to Recreational Vehicle use only and those items listed in Schedule "A" - "Prohibited Items" shall not be disposed of at the site. Failure to comply will be subject to a fine as identified in Schedule "C" of this Bylaw and all privileges will be revoked.
- 7.18 No commercial or industrial users or haulers shall be permitted to dump wastewater or any other product into a manhole, lagoon, or Recreation Vehicle dump station. Failure to comply is a contravention to this Bylaw and will be subject to the cost associated with wastewater testing in addition to a fine as per Schedule "C" of this Bylaw.

8. ADDITIONAL REQUIREMENTS

8.1 Food-Related Grease Interceptors:

- 8.1.1 Every Registered Owner of a restaurant or other commercial or institutional premises where food is cooked, processed or prepared, for which the premises is connected directly or indirectly to the Wastewater system, shall take all necessary measures to ensure that oil and grease are prevented from entering the Wastewater system in excess of the provisions of this Bylaw. Grease interceptors shall not be permitted to discharge into a Storm Sewers.
- 8.1.2 The Registered Owner of a premise described in Subsection 8.1.1 shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater system. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and Safety Codes Act. The installation of the oil and grease interceptor shall meet the requirements of the Canadian Standards Association national standard CAN/CSA B-481.2, as amended.
- 8.1.3 All oil and grease interceptors shall be maintained in accordance with the manufacturer's recommendations.
- 8.1.4 Emulsifiers shall not be discharged to the Wastewater system from interceptors. No person shall use enzymes, bacteria, solvents, hot water, or other agents to facilitate the passage of oil and grease through a grease interceptor.

8.2 Vehicle and Equipment Service Oil and Grease Interceptors:

- 8.2.1 Every Registered Owner of a vehicle or equipment service station, repair shop or garage or of a commercial, industrial or institutional premises or any other establishment where motor vehicles or equipment are repaired, lubricated or maintained and where the wastewater is directly or indirectly connected to the Wastewater System shall install an oil and grease interceptor designed to prevent motor oil and lubricating grease from passing into the Wastewater System in excess of the limits in this Bylaw.
- 8.2.2 The Registered Owner of the premises described in Subsection 8.2.1 shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater System. The oil and grease interceptors shall be installed in compliance with the

most current requirements of the applicable Building Code and be maintained as recommended by the Canadian Petroleum Products Institute (CPPI).

- 8.2.3 All oil and grease interceptors and separators shall be maintained in good working order and according to the manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance and inspected to ensure the surface oil and sediment levels do not exceed the recommended level.
- 8.2.4 Emulsifiers shall not be discharged into the Wastewater System through an interceptor. No person shall use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through an oil and grease interceptor.

8.3 Sediment Interceptors:

- 8.3.1 Every Registered Owner of the premises from which sediment may directly or indirectly enter the Wastewater System, including but not limited to premises using a ramp drain or area drain and vehicle wash establishments, shall take all necessary measures to ensure that such sediment is prevented from entering the drain or the Wastewater System in excess of the limits in this Bylaw.
- 8.3.2 Catch basins installed on private property for the purposes of collecting storm water and carrying it into Storm Sewers shall be equipped with an interceptor and the installation of these catch basins on private property shall comply with the requirements of the Town.
- 8.3.3 All sediment interceptors shall be maintained in good working order and according to manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance.

9. SPILLS

- 9.1 In the event of a spill or release of any matter not permitted under this Bylaw to a Wastewater System or Stormwater System, the person responsible or the person having the charge, management, and control of the spill shall immediately notify and provide any requested information with regard to the spill to:
 - 9.1.1 If there is any immediate danger to human health and/or safety:
 - 9.1.1.1 9-1-1 emergency; and
 - 9.1.1.2 Alberta Environment of an unauthorized or unscheduled release; and
 - 9.1.1.3 The Town.
 - 9.1.2 Or, if there is no immediate danger:
 - 9.1.2.1 The Town; and
 - 9.1.2.2 The Owner of the premises where the release occurred; and
 - 9.1.2.3 Any other person whom the person reporting knows or ought to know may be directly affected by the release.

- 9.2 The person shall provide a detailed report on the spill to the Town, within five (5) working days after the spill, containing the following information to the best of their knowledge:
- 9.2.1 Location where spill occurred;
 - 9.2.2 Name and telephone number of the person who reported the spill and the location and time where they can be contacted;
 - 9.2.3 Date and time of spill;
 - 9.2.4 Material spilled;
 - 9.2.5 Characteristics and composition of material spilled;
 - 9.2.6 Volume of material spilled;
 - 9.2.7 Duration of spill event;
 - 9.2.8 Work completed and any work still in progress in the mitigation of the spill;
 - 9.2.9 Preventive actions being taken to ensure a similar spill does not occur again; and
 - 9.2.10 Copies of applicable spill prevention and spill response plans.
- 9.3 The person responsible for the spill and the person having the charge, management and control of the spill shall do everything reasonably possible to contain the spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the spill and contaminated residue and restore the affected area to its condition prior to the spill.
- 9.4 Nothing in this Bylaw relieves any persons from complying with any notification or reporting provisions of:
- 9.4.1 Other government agencies, including federal and provincial agencies, as required and appropriate for the material and circumstances of the spill; or,
 - 9.4.2 Any other bylaw of the Town.
- 9.5 The Town may invoice the person responsible for the spill to recover costs of time, materials and services arising as a result of the spill.
- 9.6 The Town may require the person responsible for the spill to prepare and submit a spill contingency plan to the Town to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

10. APPLICATION FOR WASTEWATER CONNECTION

- 10.1 No drain or private Wastewater System shall be connected to the Town's Wastewater System until the owner thereof has obtained a permit for the Wastewater connections. All applications for connection to the Town's Wastewater System must be made in writing. The application must be filed at the Town Office and must be signed by the owner of the property to be drained or his authorized agent. Such application must be accompanied by a plan showing in detail the contemplated connection, the exact location and elevation thereof, and specify fully the character of the work to be done, the size of all pipes, and the locations and type of all fittings.

- 10.2 It shall be the consideration by granting of any application for a Wastewater connection that the Town or any of its employees shall not be liable for any damage whatsoever in nature caused either directly or indirectly by such Wastewater connection and the applicant shall be responsible for backfill, surface replacement, safety, and all matters associated with the application.
- 10.3 The Town may revoke or annul any permit that may have been granted to connect with the Town Wastewater System if it finds that any of the work is not being done in accordance with the provisions of this Bylaw. The person(s) making such connections or their successors in interest, shall have no right to demand or claim any damages in consequence of such permits being revoked or annulled.

11. INSTRUCTIONS FOR PLUMBING AND MECHANICAL CONTRACTORS

- 11.1 Plumbers and Contractors shall comply with the provisions of the *Safety Codes Act*, RSA 2000, c. S-1, and its regulations.
- 11.2 The Point of Collection from private property, as agreed to at the time of application for a Service Pipe shall be strictly adhered to; costs arising from non-adherence shall be borne by the Owner.
- 11.3 Construction specifications of all new construction, the repair or replacement of old construction will adhere to Municipal Servicing Standards, the *Safety Codes Act* or the Alberta Building Code.
- 11.4 All contracts executed by the filing of an application for Wastewater and the acceptance thereof by the Town are hereby declared to be subject to all the terms and conditions of this Bylaw, which shall be understood as forming part of all contracts for the collection and disposal of Wastewater.

12. UNAUTHORIZED USE, INTERFERENCE OR OBSTRUCTION

- 12.1 No Person, other than Town employees or agents, or those authorized to complete new installations or repairs to existing services shall operate, handle or interfere with the Town's provision of a Service.
- 12.2 No Person shall cause or permit to cause an obstruction or impede direct flow and free access to the Town's Wastewater System. Costs of removing obstructions or impediments shall be borne by the offending party and may be added to a monthly utility bill.

13. AUTHORITY TO RESTRICT SERVICE

- 13.1 The Chief Administrative Officer or their designate may without notice shut off the collection of Wastewater to any part of the Town should the Town decide an emergency situation makes such action necessary, this may include the shutting off of water to premises to prevent the creation of Wastewater.

- 13.2 The Chief Administrative Officer or their designate may in a non-emergent situation shut off the collection of Wastewater to any part of the Town provided reasonable notice of such intended shut off is given to all affected Owners. The Chief Administrative Officer or their designate shall have the sole discretion to determine what reasonable notice in the circumstance is.
- 13.3 In giving notice to discontinue a Service, the Chief Administrative Officer or their designate shall bear in mind all the circumstances of the particular case. The time allowed for stopping the Wastewater collection shall be reasonable but at the discretion of the Chief Administrative Officer or their designate.

14. WASTEWATER RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

- 14.1 The rates and charges to be charged for the provision of a Wastewater Service shall be as set as per Schedule "C" of this Bylaw as amended from time to time by Council.
- 14.2 The Town of Legal requires that new account requests or changes for utility services, provided by the Town, be placed in the name of the Owner(s) registered on the property title only as per Alberta Land Titles.
- 14.2.1 In the event the property is being occupied by a Tenant, Property Manager, or other Person designated by the Property Owner other than the Owner, a duplicate copy of the utility bill, at the request of the Owner, shall be emailed, as per Schedule "B" and/or mailed to the Tenant, Property Manager, or other Person designated by the Property Owner. The account, however, shall remain the responsibility of the Property Owner. Schedule "A" Utility Billing Request Form, of the Town of Legal Water Bylaw as amended from time to time, will be completed and signed only by the Owner if a Tenant, Property Manager, or other Person designated by the Property Owner is requesting utility services provided by the Town.
- 14.2.2 A Utility Bill shall be mailed, or emailed as per Schedule "B", to the Owner(s) and/or Tenant, Property Manager, or other Person designated by the Property Owner showing the current service charges and any penalty amounts owing, payment for the amount due shall be due and payable when the account is rendered with payment to be made to the Town at the office of the Chief Administrative Officer or at such other place as may be designated from time to time by the Council.
- 14.2.3 Notwithstanding this Section, the Owner remains the Account holder responsible for all debts incurred under that Account.
- 14.3 Where an Owner has set up an Account for Wastewater Service, an Owner may request that the invoice for the Account be sent directly to the Consumer via email, as per Schedule "B", and/or mailing address as identified by the Owner. Notwithstanding this Section, the Owner remains the Account holder responsible for all debts incurred under that Account.
- 14.3.1 A Consumer is not relieved from paying Utility Charges by reason of non-receipt of a Utility Bill, whatever the reason for non-receipt.

- 14.4 The Chief Administrative Officer or their designate shall have the right to determine into which classification any service belongs and the Chief Administrative Officer or their designate decision shall be final and binding on all persons concerned.
- 14.5 Persons who use Utility Services without opening an Account will be liable for the cost of services used, as estimated by the Town.
- 14.6 All Utility Bills will be due and payable when rendered by the Town and payments will be made at the address indicated on the Utility Bill or to an agent of the Town.
- 14.7 A Consumer shall:
- 14.7.1 Pay all charges, fees and bills for Wastewater Services provided by the Town in accordance with Schedule "C" of this Bylaw;
 - 14.7.2 Adhere to the requirements of this Bylaw;
 - 14.7.3 Promptly pay their Account or any penalties assessed;
 - 14.7.4 Provide payment at the Town Office, the Consumer's bank, pre-authorized payment plan or through online banking services.
- 14.8 The Chief Administrative Officer may cancel all Utility Services to a Householder in the event that a Utility Bill remains unpaid as described in section 14.17 of this Bylaw.
- 14.9 The Chief Administrative Officer or their designate may discontinue Service without notice for any of the following reasons:
- 14.9.1 Failure to open an account;
 - 14.9.2 Neglects or refuses to pay when due any charges levied pursuant to this Bylaw;
 - 14.9.3 If, in the opinion of the Chief Administrative Officer or their designate, an emergency exists;
 - 14.9.4 The Consumer's facilities are unsafe or defective, leak excessively or cause contamination or deterioration to the Wastewater System;
 - 14.9.5 For the purposes of repairing and maintaining the Wastewater System;
 - 14.9.6 The Consumer fails to provide the Town adequate access to the Wastewater System on private property or access to the premises for the purposes of testing, repairing, replicating or inspection of the System, or as required; or
 - 14.9.7 If, in the opinion of the Chief Administrative Officer or their designate it is reasonable to do so.
- 14.10 No person shall have any claim for compensation or damages as the result of the Town discontinuing service without notice.
- 14.11 The Chief Administrative Officer or their designate may at any time, upon endeavoring to provide forty-eight (48) hours' notice to a Consumer and without any further notice discontinue Utility Services or refuse to open an Account, if the Consumer:
- 14.11.1 Fails to perform any term of an Account;
 - 14.11.2 Contravenes any other section of this Bylaw.

- 14.12 Any accounts that cannot physically have services shut off (i.e. Condominiums, malfunctioning CC) will be exempt from Section 14.11 of this Bylaw and will have unpaid billings put to taxes.
- 14.13 All Consumers shall pay for their Wastewater Services and all other rates and charges as provided for in Schedule "C" of this Bylaw.
- 14.14 No reduction in rates will be made in the monthly charge for services made available for use by any Consumer because of any interruption due to any cause whatsoever.
- 14.15 All rates and charges shall be included in a bi-monthly Wastewater bill, provided to the Consumer on the Utility Bill, and shall be due and payable as per Section 14.6 of this Bylaw.
- 14.16 In the event a Utility Bill in which Wastewater billing is a part of, remains unpaid after the date fixed for payment, a penalty as described in Schedule "C" of this Bylaw shall be added to the principal outstanding amount thereto and form part of the rates levied as per Schedule "C" of this Bylaw.
- 14.17 In the event that the Utility bill remains unpaid by the following billing cycle (30 days for tenants, Property Managers, or other Persons designated by the Property Owner and 60 days for homeowner):
- 14.17.1 A letter of notice of disconnection will be included with the utility bill indicating payment of arrears is to be made to the Town within fourteen (14) calendar days and payment must be received by 12:00 p.m.
- 14.17.2 If the payment is not received by the Town on the date specified on the letter of notice of disconnection, a final notice for disconnection in the form of a door tag will be hand delivered to the property and placed in a conspicuous location (door handle) advising the homeowner that a payment due date of forty-eight (48) hours must be made by 12 p.m. (noon).
- 14.17.3 If payment is not received by the Town on the date specified on the final notice for disconnection (door tag), the utilities will be disconnected at the curb cock (CC) with no further notice.
- 14.17.4 As per Schedule "C" of this Bylaw, a reconnection fee along with the payment of arrears must be paid prior to reconnection of service to the property.
- 14.18 In the event utility services have been shut off, by reason of non-payment, a reconnection fee as set out in Schedule "C" of this Bylaw shall be payable in advance for turning on of the service as well as the outstanding bill.
- 14.19 Any Utility Bill remaining unpaid under this Bylaw will constitute a debt owing to the Town and is recoverable by any or all of the following methods, namely:
- 14.19.1 by shutting off or discontinuing any Water Service being supplied by the Owner without notice;
- 14.19.2 by collecting in a like manner as municipal rates and taxes;

14.19.3 by action of any court of competent jurisdiction.

14.20 Any person wishing to disrupt the regular Wastewater Service for more than a one (1) month period shall pay a fee as set in Schedule "C" of this Bylaw.

14.21 Any person intending to vacate any premises that have been supplied with Utility services (i.e. water, wastewater, and garbage services) by the Town of Legal or who is desirous of the discontinuing the use thereof shall give notice of the same to the Town, otherwise the rates therefore shall be charged until such notice is given or the utility services are turned off, but no rebate shall be made for any fraction part of a month in which such notice is given.

14.22 The Town may continue to levy Wastewater Service charges in accordance with Schedule "C" of this Bylaw until the Account is closed.

15. SEVERABILITY

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

16. MISCELLANEOUS

16.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial or other Town of Legal law, order, regulation or Bylaw.

16.2 The power to do any of the things provided for in this Bylaw, for the purpose of enforcing payment of any Utility Bill as may be deemed necessary, is hereby designated to the Chief Administrative Officer.

16.3 That Bylaw #~~04-2023~~ 02-2024 is hereby repealed.

THIS BYLAW WILL COME INTO EFFECT upon receipt of third reading or upon approved effective date.

READ A FIRST TIME THIS _____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

READ A SECOND TIME THIS ____ DAY OF _____, 20 ____.

Mayor

Chief Administrative Officer

READ A THIRD TIME THIS _____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

DRAFT

10.9

SCHEDULE "A"

PROHIBITED WASTES

No Person shall directly or indirectly discharge, deposit, cause or permit the discharge of Wastewater into a Wastewater System, Storm Sewer or municipal or private wastewater connection, waste or wastewater that;

(1) May cause or result in:

- a) A health or safety hazard to a person authorized by the Town to inspect, operate, maintain, repair, or otherwise work on the Wastewater System;
- b) An offence under any applicable federal or provincial environment protection or water resources legislation, as amended from time to time, or any regulation made thereunder from time to time;
- c) Wastewater sludge from the wastewater treatment facility works to which either wastewater discharges, directly or indirectly, fail to meet the objectives and criteria as listed in any applicable federal or provincial environment protection or water resources legislation, as amended from time to time;
- d) Interference with the operation or maintenance of wastewater works, or which may impair or interfere with any wastewater treatment process;
- e) A hazard to any person, animal, property, or vegetation;
- f) An offensive odour to emanate from wastewater works, and without limiting the generality of the foregoing, wastewater containing hydrogen sulfide, carbon disulfide, other reduced sulfur compounds, amines or ammonia in such quantity as may cause an offensive odour;
- g) Damage to wastewater works;
- h) An obstruction or restriction to the flow in wastewater works, which includes but is not limited to, disposable diapers, tampons and applicators, cotton balls, sanitary napkins, condoms, cleaning wipes (of any kind), facial tissue, bandages and wrappings, automotive fluids, paint, solvents, sealants and thinners, poisons, hazardous wastes, trash, grease, hair and medications.

(2) The wastewater has two (2) or more separate liquid layers.

(3) The wastewater contains:

- a) Hazardous substances;
- b) Combustible liquid;
- c) Biomedical waste, including any of the following categories: human anatomical waste, animal waste, untreated microbiological waste, waste sharps, and untreated human blood and body fluids known to contain viruses and agents listed in "Risk Group 4" as defined in "Laboratory Biosafety Guidelines" published by Health Canada, dated 2004, as amended.
- d) Specified risk material for bovine spongiform encephalopathy as defined in the Federal Fertilizers Regulations (C.R.C., c. 666), as amended from time to time, including material from the skull, brain, trigeminal ganglia, eyes, tonsils, spinal cord and dorsal root ganglia of cattle aged 30 months or older, or material from the distal ileum of cattle of all ages.

- e) Dyes or colouring materials which may or could pass through wastewater works and discolour the wastewater works effluent;
 - f) Fuel;
 - g) Ignitable waste;
 - h) Pathological waste;
 - i) PCBs;
 - j) Pesticides which are not otherwise regulated in this Bylaw;
 - k) Reactive waste;
 - l) Toxic substances which are not otherwise regulated in this Bylaw;
 - m) Waste radioactive substances in excess of concentrations greater than those specified for release to the environment under the *Nuclear Safety and Control Act and Regulations*, S.C. 1997 c.9 or amended versions thereof;
 - n) Solid or viscous substances in quantities or of such size to be capable of causing obstruction to the flow in a Wastewater System, including but not limited to ashes, bones cinders, sand, mud, soil, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, animal parts or tissues, and paunch manure.
- (4) The Town may prohibit or set discharge concentrations and/or limit the loading rate for any other material or substance not included in the Bylaw sections where required to protect wastewater facilities or processes, meet effluent standards or other legislated requirements, or control bio-solids quality.

SCHEDULE "B"

UTILITIES EMAIL REQUEST FORM

If you wish to receive your utility bill by email only, please complete this form and return to the Town of Legal Office:

NAME:	_____	UTILITY ACCOUNT:	_____
CIVIC ADDRESS:	_____	PHONE NUMBER:	_____
	LEGAL, AB T0G 1L0	ALTERNATE PHONE #:	_____
OWNER/OCCUPIER EMAIL ADDRESS:	_____		

- Please note that if there are any changes to the email address, it is the responsibility of the Owner and/or Occupier to inform the Town accordingly.
- A Consumer is not relieved from paying Utility Charges by reason of non-receipt of a Utility Bill, whatever the reason for non-receipt, as per the bylaws of the Town of Legal.
- Payment due dates do not change. Penalties still apply if payment is late for any reason.

AUTHORIZATION:

I agree that I wish to receive my utility bill via email only and that I will inform the Town of Legal if this email address is no longer valid.

NAME OF APPLICANT *(Please Print)*

SIGNATURE OF APPLICANT

DATE

The information on this form is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act (FOIP), Revised Statutes of Alberta 2000, Chapter F-25, and is used solely for purposes relating to utility accounts with the Town of Legal.

SCHEDULE "C"

WASTEWATER RATES

1.1 DEFINITION OF WASTEWATER RATES AND CHARGES:

Basic Charge: A flat fee charge that is charged bi-monthly (unless otherwise stated) that is intended to recover costs for such things as: billing and other related charges, customer service, energy related charges, communication, facilities, operation and infrastructure maintenance of wastewater collection treatment facilities, and administration of customer accounts.

Infrastructure Replacement Flat Fee: A flat fee intended to reflect each Consumer's share of costs of replacement and upgrades to municipally owned infrastructure, such as equipment, and infrastructure replacement (i.e. Defective pipes or installation of new pipes.)

1.2 SCHEDULE OF WASTEWATER RATES AND CHARGES:

RESIDENTIAL:

	Basic Charge	Application
Residential Dwelling	\$26.50 \$28.50	
Residential Dwelling	\$13.25 \$14.25	Monthly Billing (Tenants, Property Managers, or other Persons designated by the Property Owner)
Apartments	\$26.50 \$28.50	Per Dwelling Unit
5002 50 Ave	\$132.50 \$142.50	5 residential
4811 47 St	\$53.00 \$57.00	2 residential
5015 48 St	\$185.50 \$199.50	7 residential
Sewer, Liquid Only	\$24.50 \$26.50	Dwellings East of Creek on 50 Ave.
Sewer, Liquid Only	\$12.25 \$13.25	Dwellings East of Creek on 50 Ave. Monthly Billing (Tenants, Property Managers, or other Persons designated by the Property Owner)

COMMERCIAL:

	Basic Charge	Application
Commercial	\$37.50 \$39.50	Per store or office
Restaurant	\$37.50 \$39.50	
Car Dealership	\$75.00 \$79.00	2 commercial
Barber Shops / Salons	\$37.50 \$39.50	
Banks	\$37.50 \$39.50	
Welding/Manufacturing Shops	\$37.50 \$39.50	
Car Washes	\$75.00 \$79.00	
4732 50 Ave.	\$57.50 \$59.50	1 commercial, \$4.00/laundromat unit
5320A 46 St	\$37.50 \$39.50	Not for profit club

MIXED USE (COMMERCIAL AND RESIDENTIAL):*Rates per commercial establishment and per dwelling unit.*

	Basic Charge	Application
4727 50 Ave.	\$128.00 \$136.00	2 commercial, 2 residential
Hotel	\$128.00 \$136.00	2 commercial, 2 residential
4925 50 Ave	\$287.00 \$307.00	2 commercial, 8 apartment

INSTITUTIONAL:

	Basic Charge	Application
Senior Citizen Lodge	\$135.50 \$137.50	
Community Hall	\$135.50 \$137.50	
Schools	\$135.50 \$137.50	

INFRASTRUCTURE REPLACEMENT FLAT RATE:

	Basic Charge	Application
	\$2.50	Per month per utility account (Residential, Commercial and Institutional)

1.3 DEFINITION OF OTHER WASTEWATER RATES AND CHARGES:

Administration Fee: A flat fee that represents costs associated with the account processing changes required when there is a consumer change on a property and/or utility account. This process includes administration of new utility agreements, creation of new utility account, tenant, Property Manager, or other Person designated by the Property Owner changes, final meter reading, production of final bill and related administration.

Connection Charge: New service requests where a new physical connection to the sewer main is required to accommodate the service. The fee is to offset capital costs of the installation of sewer mains.

Late Payment Penalty: A Utility Bill which remains unpaid after the date fixed for payment, a penalty of ~~one hundred twenty percent (120%)~~ thirty (30%) per annum or ~~ten percent (10%)~~ two and one-half percent (2.5%) per month shall be added to the principal outstanding amount.

Reconnection Charge: A flat fee charge that reflects the cost of managing and processing the administration and collection of utility accounts.

- A charge that is applied in the event that utility services are disconnected due to a utility account that is in arrears or where a Consumer has defaulted on payment. The Reconnection Fee must be paid prior to services being reconnected.
- A charge that is applied in the event the Consumer requests utilities to be reconnected.
- Reconnections shall only be performed during normal business hours.

Service Calls: A charge applicable to those Consumers who require service over and above that of the basic service provided for non-emergent issues.

10.9

Service Disruption: Provides an option for Consumers who wish to have their service temporarily disconnected. The charge includes a Service Call.

1.4 SCHEDULE OF OTHER WASTEWATER RATES AND CHARGES:

	Charge	Application
Administration Fee	\$30.00	Per change in Consumer utility services – applied on the Consumer’s first utility bill, split between water and wastewater
Connection to Sewer Main Fee	\$500.00	Must be approved by Town of Legal.
Late Payment Penalty	120% per annum (10% per month) 30% per annum (2.5% per month)	applicable to outstanding balance – applied to total Utility Bill (less penalty) after the date due
Re-Connection Charge	\$50.00	Per consumer request (i.e. Snowbird) or as a result of disconnection
Service Calls	\$100.00 plus \$50/hr if required during regular business hours; \$100.00 plus \$100/hr if required outside of regular business hours	per hour plus any additional costs that may be incurred in attending to non-emergent issues
Service Disruption	Service Call Charge	per notification or event, per utility account

1.5 SCHEDULE OF FINES:

	Fine – 1 st Offence	2 nd and Subsequent Offences
Interference, Tampering or Unauthorized Use Penalty	\$250.00 Per event	\$500.00
Illegal Dumping and Unauthorized Use of Recreational Vehicle Dumping Station by Commercial/Industrial haulers	\$250.00 Per event	\$500.00
Any offence under this Bylaw for which a penalty is not otherwise provided	\$250.00	\$500.00

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Legal Arena & Curling Rink Retrofit MEG Solar Array Project Award
Agenda Item No:	10.10

BACKGROUND / PROPOSAL:

Chief Administrative Officer submitted, on Council approval, an Application to the MCCAC's Municipal Electricity Generation Program for the installation of a photovoltaic solar renewable generation system to further offset energy consumption at the Arena.

On February 14, 2025, administration was notified the grant application to the Municipal Electricity Generation (MEG) Program was approved, and a Funding agreement was received. The agreement was signed at the March 3, 2025 Council meeting.

Delnor Construction Managers received quotes from 3 vendors, and has provided administration a recommendation to award the supply and installation of the Solar Array system to Skyfire Energy. Recommendation, budget analysis, and proposal review summary is attached.

Administration is recommending Council to award the Legal Arena & Curling Rink Retrofit MEG Solar Array Project to Skyfire Energy as recommended by Delnor Construction Management.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Delnor recommends awarding the supply and installation of the Solar Array system to Skyfire Energy. They were the low compliant bidder, and demonstrated that they are experienced and knowledgeable in the design and installation of these systems.

COSTS / SOURCE OF FUNDING (if applicable):

General Requirements	\$7,432.00
Construction Management Fee	\$9,369.00
PC Sums	<i>No Applicable PC Sums</i>
Contingency	<i>No Contingency Carried</i>
Woods & Plastics	\$500.00
Thermal and Moisture	\$11,500.00
Electrical	\$16,392.00
Solar	\$158,560.00
TOTAL CONSTRUCTION COSTS	\$203,753.00
Consulting Fees	\$4,000.00
Total Project Costs w/ Consulting Fees (not including GST):	\$207,753.00

RECOMMENDED ACTION (by originator):

It is recommended that Council award the Legal Arena & Curling Rink Retrofit MEG Solar Array Project to Skyfire Energy as recommended by Delnor Construction Management.

Initials show support – Reviewed by:

CAO: Original Signed - *RP*



LEGAL ARENA & CURLING RINK RETROFIT

MEG - Solar Array Recommendation

Prepared by: Christopher Wash, Senior Project Manager
March 13th, 2025

LEGAL ARENA & CURLING RINK RETROFIT Tender Recommendation – March 13th, 2025 MEG Solar Array Project

Recommendation is based on:

- LACR - MEGP – Micro Energy Generation Solar Project Request for Proposal issued by Delnor Construction Ltd.
- The Request for Proposal was issued invite only via email.

General Requirements		\$7,432.00
General Requirements	Delnor Construction	\$7,432.00
Refer to appended Budget Breakdown for the list of items included within the General Conditions budget.		

Construction Management Fee		\$9,369.00
CM Fee	4.82%	\$9,369.00
100% Superintendent time is included in the CM Fee.		

PC Sums		No Applicable PC Sums

Contingency		No Contingency Carried

Woods & Plastics		\$500.00
Lumber and Supplies	Delnor Construction	<u>\$500.00</u>
<p>Cost Reimbursable: Miscellaneous lumber and supplies for roofing protection, temporary handrails, and stair tower barrier.</p>		

Thermal and Moisture		\$11,500.00
Membrane Roofing	CCS Contracting Ltd.	<u>**\$10,000.00</u>
Third Party Roofing Inspection	Alpine Roof Consulting Ltd.	<u>\$1,500.00</u>
<p>Membrane Roofing: This cost is for the supply and installation of an additional protective cap sheet underneath the solar racking. These costs were already carried within the base budget as part of CCS Contracting Ltd.'s scope of work.</p> <p>Third Party Roofing Inspection: This cost is being carried to address an additional interim Roofing Inspection to confirm the base building roof assembly on the Arena specifically is installed and in compliance with ARCA requirements. This needs to happen prior to commencement of Solar Array installation. If the separate trip and inspection is not required, no cost will be charged for this item.</p>		

Electrical		\$16,392.00
Electrical	Action Electrical Ltd.	<u>**\$16,392.00</u>
<p>Electrical: This cost includes the supply and installation of the conduit and cable tray from the Base Building Electrical Room to the Solar Inverter mounted on the roof. These costs were carried in the base building budget.</p>		

Solar		\$158,560.00
Solar	Skyfire Energy	<u>\$158,160.00</u>
Solar	Inferno Solar	\$173,171.00
Solar	Action Electrical	\$268,624.50
Engineering	Skyfire Energy	<u>\$400</u>
<p><u>Solar: Recommended Award to Skyfire Energy.</u></p> <p>Delnor recommends awarding the supply and installation of the Solar Array system to Skyfire Energy. They were the low compliant bidder, and demonstrated that they are experienced and knowledgeable in the design and installation of these systems.</p> <p>Engineering: These are costs to perform a detailed structural analysis of the roof loading impacts imposed by the solar racking and modules.</p>		

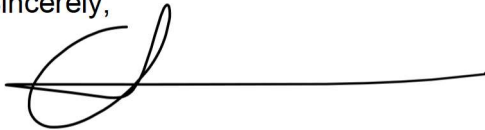
Total Construction Costs		\$203,753.00
Consulting Fees	Associated Engineering / BR2 Architecture	\$4,000.00
Total Project Costs with Consulting Fees		\$207,753.00

Appended to this document are the following:

- Budget breakdown of anticipated costs
- Proposals received from invited solar firms
- Review summary of the solar proposals received

Should you find the information and pricing acceptable, please sign below to formalize your acceptance. Should you have any questions, please feel free to call me anytime.

Sincerely,



Christopher Wash
Senior Project Manager
Delnor Construction

Name: _____

Signature: _____

Company: _____

Date: _____

10.10

Company	Action Electrical		Inferno Solar		Skyfire Energy	
Qualifications	Meets or exceeds minimum requirements		Meets or exceeds minimum requirements		Meets or exceeds minimum requirements	
All systems must be designed and installed by a qualified installer (not self-installed) that is a member in good standing of an applicable industry association, trade association or engineering society such as Solar Alberta, Canadian Renewable Energy Association (CanREA), Association of Professional Engineers and Geoscientists of Alberta (APEGA), or equivalent Alberta-specific professional association;						
Pricing	*90 Day - See additional remarks					
DC	\$	268,624.50	\$	173,171.00	\$	158,160.00
Expected Generation (1st year)						
DC	141,772 kWh		160,200 kWh		153,500 kWh	
Scope						
Modules (Tier 1 or equivalent)	Yes		Yes		Yes	
DC	244 modules		Not Provided		244 modules	
Racking Tilt	Fully Ballasted Terragen (TGR) 10 degrees		Fully Ballasted Terragen (TGR) 15 degrees		TerraGen TXL - Ballasted 10 degrees	
Invertor(s)	String invertor		Not Provided		185k Roof mounted	
DC	String invertor		Not Provided		185k Roof mounted	
Solar Breaker	Yes		No		No	
Monitoring	Yes - *assumed existing connection		*Yes - subscription based after 1 year		Yes - *assumed existing connection	
Engineered Drawings	Yes		Yes		Yes	
Permitting (For Solar Scope)	Yes		Yes		Yes	
Warranty MEG Guidebook Requirement						
Solar photovoltaic systems						
- Modules: 20-year power performance and 10-year manufacturing	30/12		Not Provided		30/15	
- Inverter(s) and/or micro-inverter(s): 10-year manufacturing	10		Not Provided		10	
- Installation: 2 years	2		3		3	
ARCA Compliant (Yes/No)	Yes		Yes		Yes	
Timeline [Preconstruction & Construction]	19-25 weeks		13 weeks		25 weeks	
Prevailing Wage						
Clean Electricity Investment Tax Credit						
DC	\$	14,628.00	\$	8,440.00	\$	10,590.45

**Prevailing Wage was reviewed and deemed of no to little cost benefit when considering the administrative effort and associated costs



DETAILED BUDGET ANALYSIS

Legal Arena Solar Array
158kWh DC System

CP#01A

MEG App

Code	Scope of Work		Budget Notes
01 18 00	Non Reimbursable Expenses	\$ -	N/A
01 19 00	Small Tools Expendables	\$ 146	Fasteners, drill bits, saw blades
01 31 20	Office Mileage	\$ -	N/A
01 52 16	Temporary Safety Supplies	\$ 250	First Aid / PPE
01 54 23	Temporary Scaffolding	\$ 5,000	Stair Tower for Roof Access
01 74 13	Continuous Cleaning	\$ 1,536	Cleaning and Maintenance for New Membrane Roof
01 74 19	Site Garbage Bins	\$ 500	40yd Bin and Lift
	Total General Requirements	\$ 7,432	
Div 6	WOODS & PLASTICS		
06 00 00	Lumber & Supplies	\$ 500	Miscellaneous Lumber and Supplies
	Total Wood and Plastics	\$ 500	
Div 7	THERMAL & MOISTURE		
07 50 00	Membrane Roofing	\$ 10,000	Cap Sheet and Roof Penetration for Inverter
07 90 05	Consulting & Engineering	\$ 1,500	Interim Roofing Inspection (ARCA Compliance)
	Total Thermal & Moisture	\$ 11,500	
Div 26/28	ELECTRICAL		
26 00 00	Electrical	\$ 16,392	Solar Breaker, Conduit and Cable Tray
	Total Electrical	\$ 16,392	
Div 48	SOLAR		
48 14 00	Solar Energy Collectors	\$ 158,160	158kWh Solar Array
48 90 00	Consulting & Engineering	\$ 400	Point Load Analysis
	Total Solar	\$ 158,560	
Fees	SUMS \ FEES		
01 21 13	PC Sums	\$ -	N/A
	Contingencies	\$ -	N/A
	Fees	\$ 9,369	Construction Manager Fee
	Total Sums \ Fees	\$ 9,369	
	Grand Total	\$ 203,753	

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
- ☐ Request for Direction
- ☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Tax Incentive Bylaw
Agenda Item No:	10.11

BACKGROUND / PROPOSAL:

The Town of Legal would like to create a new incentive program to encourage residential development within the Town.

Administration has presented a draft Tax Incentive Bylaw at the March 3, 2025 Council meeting, where Council passed first reading of the proposed bylaw. Council was able to review and provide comments to administration. Some spelling and grammar and clerical errors were corrected. The amended bylaw is attached.

The purpose of the bylaw is to allow for tax incentives for exemptions from taxation under the *Municipal Government Act R.S.A. 2000, c. M-26* for qualifying properties in the Town of Legal that meet the requirements of the Residential Tax Incentive Program.

Administration is recommending Council to give second and third reading to the Tax Incentive Bylaw #01-2025 at the March 17, 2025 Council meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This incentive is applicable to new construction of residential properties, the revitalization of properties that are considered derelict or in a state of disrepair, and/or residential building on vacant or bare land. This will be calculated by the increase in assessed value of the property. Subject to Council's discretion and authority, qualifying properties may receive an Exemption of the municipal portion of their taxes for a period of up to four (4) years from date of occupancy being granted for the property. This incentive is only for the

municipal portion of the taxes. Other taxes, including but not limited to, school and senior's taxes are not included in the incentive.

This bylaw will expire in three years from the date of signing, pending Council review.

COSTS / SOURCE OF FUNDING (if applicable):

Credits will be applied as follows:

- Year 1: 100% reduction of Municipal Taxes on the New Assessment during the calendar year the unconditional final Site Inspection Report is received for the construction from the Town's contracted building safety codes officer;
- Year 2: 75% reduction of Municipal Taxes on the New Assessment during the first calendar year following the calendar year that the unconditional final Site Inspection Report is received;
- Year 3: 50% reduction of Municipal Taxes on the New Assessment during the second calendar year following the calendar year that the unconditional final Site Inspection Report is received;
- Year 4: 25% reduction of Municipal Taxes on the New Assessment during the third calendar year following the calendar year that the unconditional final Site Inspection Report is received.

In an effort to support residential development, developers, and prospective homeowners, the Town of Legal will reimburse the following fees, in accordance with the Town of Legal's bylaws and policies:

- Residential Development Permit Fees; and
- Town of Legal's 25% portion of Residential Building Permit Fees.
- Deferral of Off-Site Levies will be reviewed on a case-by-case basis.
- Reimbursement will occur upon receipt of the Unconditional Final Site Inspection Report, or Permit Service Report is issued for all safety codes disciplines

RECOMMENDED ACTION (by originator):

It is recommended that Council pass second and third reading of the Tax Incentive Bylaw #01-2025 at the March 3, 2025 Council meeting.

Initials show support – Reviewed by:

CAO: Original Signed - RP

**TOWN OF LEGAL
BYLAW #01-2025**

BEING A BYLAW OF THE TOWN OF LEGAL, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING A PROPERTY TAX INCENTIVE FOR NEW RESIDENTIAL DEVELOPMENT, REVITALIZATION OF DERELICT PROPERTIES AND/OR BUILDING ON UNOCCUPIED OR BARE LOTS.

WHEREAS the *Municipal Government Act, R.S.A. 2000, c. M-26*, as amended or repealed and replaced from time to time, permits a Council to cancel, reduce, refund or defer taxes as it considers equitable to do so, or phase in increases or decreases from the preparation of a new assessment;

AND WHEREAS pursuant to the *Municipal Government Act, R.S.A. 2000, c. M-26*, as amended or repealed and replaced from time to time, the Council of the Town of Legal deems it equitable to provide for a Bylaw for the purpose of implementing the "Residential Tax Incentive Bylaw";

NOW THEREFORE under the authority of the *Municipal Government Act R.S.A. 2000, c. M-26*, the Council of the Town of Legal in the Province of Alberta, duly assembled enacts as follows:

1.0 TITLE

- 1.1 This Bylaw may be cited as the "Residential Tax Incentive Bylaw".

2.0 PURPOSE

- 2.1 The purpose of this Residential Tax Incentive Bylaw is to allow tax incentive for exemptions from taxation under the *Municipal Government Act R.S.A. 2000, c. M-26* for qualifying properties in the Town of Legal that meet the requirements of the Residential Tax Incentive Program.

3.0 DEFINITIONS

- 2.1 "ACT" means the *Municipal Government Act, R.S.A. 2000, c. M-26*, as amended or repealed and replaced from time to time;
- 2.2 "ADMINISTRATION" means any employee or representative of the staff of the Town of Legal. May also be referred to as Administrative Staff. Elected Officials are not considered employees;
- 2.3 "APPLICANT" means the person who applies for an Exemption as the landowner or their Agent as authorized by the landowner through an agent authorization or director's resolution;
- 2.4 "ASSESSMENT VALUE" means the dollar value assigned to a property to apply applicable property taxes;
- 2.5 "BYLAW" means the Residential Tax Incentive Bylaw by the Municipality;
- 2.6 "CALENDAR YEAR" means the period of twelve (12) consecutive months from January 1 to December 31;
- 2.7 "CHIEF ADMINISTRATIVE OFFICER" means the Chief Administrative Officer for the Town of Legal;
- 2.8 "COUNCIL" means the Municipal Council of The Town of Legal;
- 2.9 "DEVELOPMENT" means development as defined in the Town of Legal Land Use Bylaw as amended from time to time;
- 2.10 "EXEMPTION" means the exemption of the municipal portion of taxes, not including any provincial or other applied taxes;
- 2.11 "INCENTIVE PERIOD" means the time period the property has received approval for, according to the Residential Tax Incentive Agreement;
- 2.12 "MUNICIPAL RATE" means the mill rate applied to the Assessment Value to calculate the portion of property taxes collected for operating the Town;
- 2.13 "MUNICIPALITY" means the Town of Legal;
- 2.14 "NEW ASSESSMENT" means the additional improvement assessment for the construction of the Residence that is the subject of the Residential Tax Incentive program;
- 2.15 "NEW BUILD" means the construction of a new house built specifically for the purchaser that has not been previously lived in;
- 2.16 "OWNER" means the person who is registered under the Land Titles Act, RSA 2000 c. L-4, as amended or replaced from time to time, as the Owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;

- 2.17 "PRINCIPAL BUILDING" means a building which:
 - (a) occupies the major or central portion of a site;
 - (b) is the chief or main building among one or more buildings on the site, or
 - (c) constitutes by reason of its use the primary purpose for which the site is used.
- 2.18 "RESIDENCE" means any detached single-family dwelling or residence, duplex, or Multi-Family Complex designed for individual family living;
- 2.19 "RESIDENTIAL PROPERTY" means property zoned for living or dwellings;
- 2.20 "RESIDENTIAL TAX INCENTIVE AGREEMENT" means a written agreement for a full or partial exemption and/or deferral from the taxation for the residential property;
- 2.21 "REVITALIZATION" means completed demolition and reconstruction of principal buildings;
- 2.22 "TAX RATE BYLAW" means the bylaw setting the annual tax rates to be collected by the Town for the year;
- 2.23 "UNCONDITIONAL FINAL INSPECTION REPORT" means an inspection report completed by an accredited safety codes officer, indicating the construction is complete and there are no outstanding deficiencies.

4.0 RESIDENTIAL TAX INCENTIVE PROGRAM

- 3.1 This incentive is applicable to new construction of residential properties, the revitalization of properties that are considered derelict or in a state of disrepair, and/or residential building on vacant or bare land. This will be calculated by the increase in assessed value of the property. Subject to Council's discretion and authority, qualifying properties may receive an Exemption of the municipal portion of their taxes for a period of up to four (4) years from date of occupancy being granted for the property. This incentive is only for the municipal portion of the taxes. Other taxes, including but not limited to, ~~school~~ Provincial Education Tax Requisition and senior's taxes are not included in the incentive.
 - 3.1.1 In the case of a demolition, an Incentive equal to the municipal tax portion only of that tax applied to the new principal building assessment will be applied.
 - 3.1.2 In the case of the construction of a building of equal status to that demolished (ie. In the case where a single-family dwelling is demolished and is replaced by a duplex or larger residential building), the Incentive would be an amount equal to the average municipal tax of a single-family dwelling. This amount would be as determined by the Town of Legal.
- 3.2 Credits will be applied as follows:
 - 3.2.1 Year 1: 100% reduction of Municipal Taxes on the New Assessment during the calendar year the unconditional final Site Inspection Report is received for the construction from the Town's contracted building safety codes officer;
 - 3.2.2 Year 2: 75% reduction of Municipal Taxes on the New Assessment during the first calendar year following the calendar year that the unconditional final Site Inspection Report is received;
 - 3.2.3 Year 3: 50% reduction of Municipal Taxes on the New Assessment during the second calendar year following the calendar year that the unconditional final Site Inspection Report is received;
 - 3.2.4 Year 4: 25% reduction of Municipal Taxes on the New Assessment during the third calendar year following the calendar year that the unconditional final Site Inspection Report is received.
- 3.3 Further to Section 3.2, if the unconditional final Site Inspection Report is not received within one year from the date the development permit for the construction is issued, then the entirety of the Residential Tax Incentive Program will be void.
- 3.4 Credits will be applied annually, following the Tax Rate Bylaw being passed by Council.
- 3.5 Credits are applied to the Municipal Tax Rate only.

- 3.6 Credits will be applied directly to the Municipal Tax Roll and will not be paid out.
- 3.7 Further to Section 3.1, in an effort to support residential development, developers, and prospective homeowners, the Town of Legal will reimburse the following fees, in accordance with the Town of Legal's bylaws and policies:
 - 3.7.1 Residential Development Permit Fees; and
 - 3.7.2 Town of Legal's 25% portion of Residential Building Permit Fees.
 - 3.7.3 Deferral of Off-Site Levies will be reviewed on a case-by-case basis.
 - 3.7.4 Reimbursement will occur upon receipt of the Unconditional Final Site Inspection Report, or Permit Service Report is issued for all safety codes disciplines
- 3.8 Administration will provide an update of the Residential Tax Incentive Program to Council on a regular basis.

5.0 TIMELINE

- 4.1 Applications for the Residential Tax Incentive Program and the corresponding development permit must be received prior to construction commencement and no later than April 1st of the tax year in which the credit shall be applied.
- 4.2 Credits shall be approved by a resolution of Council no later than May 31st in each year.
 - 4.2.1 The decision of Council shall be final and binding upon all parties.
- 4.3 The credit shall be applied to the property tax account prior to the tax notices being sent out.

6.0 CRITERIA FOR ELIGIBILITY

- 6.1 To qualify for the Residential Tax Incentive, an application must meet all the following criteria:
 - 6.1.1 The properties must be located within the geographical boundary of the Town of Legal.
 - 6.1.2 The Applicant must have no outstanding monies owing to the Town including:
 - 6.1.2.1 Property tax account associated with the property must be paid in full when the tax incentive application is submitted. The property tax account must remain current during the tax exemption period.
 - 6.1.2.2 Utilities associated with the property, if applicable, must be paid in full when the tax incentive application is submitted.
 - 6.1.3 The Applicant must be registered on the title when the tax incentive application is submitted. If using an Agent or Developer, Applicant must submit a Property Owner Consent form with the application.
 - 6.1.4 During the Incentive Period, all property and other taxes levied on the eligible property are to be kept current. The Residential Tax Incentive Agreement ceases upon the property with taxes on the property going into arrears, or utilities on the property going into arrears.
 - 6.1.5 The Application must be received before a development permit is issued for the property.
 - 6.1.5.1 The incentive will not be applied retroactively for projects which have already received a development permit. This includes permits that have been cancelled, lapsed and reapplied for in an effort to receive an incentive.
 - 6.1.6 The incentive can be applied to a single unit or multiple units on a single property, as described in Schedule "A" and Schedule "B" attached to this Bylaw or the revitalization of a property as described in Schedule "C" attached to this Bylaw.
 - 6.1.7 The incentive does not apply to secondary suites, either internal or external.
 - 6.1.8 All required municipal, provincial and/or federal permits must be in place.

6.1.9 The new residence must be in full compliance with the Land Use Bylaw as well as any statutory plan, zoning, subdivision plan, approval and conditions, Development Agreement, Safety Codes Act, Alberta Building Code, Alberta Fire Code, and permits. Failure to submit all requested documents evidencing compliance by the Applicant shall result in the forfeiture of the Incentive.

6.1.9.1 Other required documents include:

6.1.9.1.1 Copy of the Title; and

6.1.9.1.2 Unconditional final Site Inspection Report.

6.1.10 If the property is sold during the Incentive Period, the approved Residential Tax Agreement will be automatically transferred to the new registered owner.

6.1.11 The incentive is only applied to residential properties only.

6.1.11.1 If the property has a residential and commercial split, this incentive is applied only to the assessment value associated to the residential portion.

6.1.12 All utility servicing costs are the responsibility of the developer.

6.1.13 Developer(s) must have a Town of Legal Business License.

7.0 APPLICATION

7.1 To apply for a Residential Tax Incentive, Applicants shall provide a completed application form to the Town with all supporting documentation.

7.2 Applications prior to the enactment of this Bylaw will not be considered for the Residential Tax Incentive.

7.3 Complete applications may be considered and approved in accordance with the criteria of the Residential Tax Incentive before construction on the qualifying property is complete. However, the Exemption will not apply until all construction on the property is complete, all conditions of the Development Permit have been met, permit service reports have been issued for all Safety Codes Permits and the development is inspected and approved for occupancy by a licensed building inspector.

7.4 Council has the discretion to reject applications and Administration will advise Applicants in writing if their application is rejected.

7.5 Applicants whose applications are returned as incomplete or illegible may resubmit their application.

7.6 Administration will advise Applicants in writing if their application is accepted for consideration by Council. Applications that are accepted for consideration shall become the property of the Town and shall not be returned.

7.7 Council will review applications within ninety (90) days of receipt.

7.8 Notwithstanding the application requirements set out in this Bylaw, the Chief Administrative Officer or their designate may request any additional information that, at the discretion of the Chief Administrative Officer, is necessary to complete the application.

8.0 CONSIDERATION OF APPLICATION

8.1 Council will consider each application in accordance with this Bylaw to determine if they meet the criteria and requirements for an Exemption, and:

8.1.1 Grant the Exemption and enter into a Residential Tax Incentive Agreement; or

8.1.2 Reject the application and advise the Applicant with the written reasons as to why, including means to appeal to Council.

8.2 Council shall be authorized to enter into a Residential Tax Incentive Agreement with the Applicant if the Exemption is granted. The Residential Tax Incentive Agreement must include:

- 8.2.1 The years to which the Exemption applies; and
- 8.2.2 The details of the Residential Tax Incentive.

9.0 RESIDENTIAL TAX INCENTIVE AGREEMENT

- 9.1 Administration shall draft a Residential Tax Incentive Agreement. The Agreement must outline:
 - 9.1.1 The taxation years to which the Residential Tax Incentive applies, which must not include any taxation year earlier than the taxation year in which the Exemption is granted.
 - 9.1.2 If an Exemption is granted, the extent of the Exemption for each taxation year which the Exemption applies.
 - 9.1.3 Any criteria in Section 6 of this Bylaw which formed the basis of granting the Residential Tax Incentive and the taxation years to which the criteria apply, all of which may be deemed a condition or conditions of the Residential Tax Incentive Agreement, a breach of which will result in the cancellation of the Exemption for the taxation years to which the criteria apply.
 - 9.1.4 Any other conditions and the taxation years to which the condition applies.
- 9.2 The Residential Tax Incentive Agreements shall be signed by the Mayor and Chief Administrative Officer.

10.0 CANCELLATION

- 10.1 The Residential Tax Incentive Agreement may be cancelled if:
 - 10.1.1 The Applicant did not meet or ceased to meet any of the applicable criteria in Section 6 of this Agreement which formed the basis of granting the Residential Tax Incentive; or
 - 10.1.2 There was a breach of any condition of the Residential Tax Incentive Agreement, the Town may cancel the Agreement for the taxation year or years in which the criteria were not met or to which the condition applies;
~~or.~~
- 10.2 Administration shall send a notice of cancellation in writing to an Applicant whose Residential Tax Incentive was cancelled stating the reasons for the cancellation.

11.0 DISPUTE

- 11.1 Any dispute regarding the calculation of the Residential Tax Incentive, the Residential Tax Incentive Agreement or any entitlement under this Bylaw shall be referred to Council for resolution.
- 11.2 An Applicant may appeal to Council by submitting a written request for appeal to the Chief Administrative Officer within thirty (30) days of initial dispute.
 - 11.2.1 Council, after considering the appeal, may direct the Chief Administrative Officer to revise or amend the decision with respect to the matter.
- 11.3 The decision of Council shall be final and binding upon all parties except in the case where the decision is subject to an application for judicial review.

12.0 REVIEW

- 12.1 This Bylaw shall be reviewed annually at the first regularly scheduled Council meeting of June.

13.0 SEVERABILITY

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

14.0 GENERAL

14.1 This Bylaw shall come into full force and effect on the day of third and final reading and will expire in three (3) years from date of signing.

Read a first time this 3 day of March, 2025.

Original Signed
MAYOR

Original Signed
CHIEF ADMINISTRATIVE OFFICER

Read a second time this _____ day of _____, 20__.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Read a third and final time this _____ day of _____, 20__.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

10.11

SCHEDULE "A"
SINGLE FAMILY DEVELOPMENTS

1.0 ADDITIONAL CRITERIA FOR EXEMPTION FOR SINGLE FAMILY DEVELOPMENTS

- 1.1 Single family homes must be located in an R-1 Residential District or an R-2 (Medium Density Residential District) to qualify for the program.
- 1.2 All district and property classifications are subject to the Land Use Bylaw, which may be amended from time to time. The current Land Use Bylaw in effect at the time of Application will be used to determine eligibility.

2.0 PROGRAM LIMITS

- 2.1 Council may, at any time, decide up on a limit to each Schedule in the program to a specific quantity of properties. If it is decided that one Schedule is fully subscribed, the other Schedules may still be active. Each Schedule can be decided upon separately.

10.11

SCHEDULE "B"
MULTI-FAMILY DEVELOPMENTS

3.0 ADDITIONAL CRITERIA FOR EXEMPTION FOR MULTI-FAMILY DEVELOPMENTS

- 3.1 Semi-detached dwellings, duplex dwellings must be located in an R2 (Medium Density Residential District) and row house dwellings must be located in an R3 (High Density Residential District) to qualify for the program.
- 3.2 Apartments must be located in an R3 (High Density Residential District) to qualify for the program ~~to qualify for the program.~~
- 3.3 Mixed use developments must be located in a C1 (Downtown Commercial District) to qualify for the program. Some other zones may qualify, please check with the Development Officer of the Town of Legal.
- 3.4 For mixed-use developments, only the residential portion of the property will qualify for this program.
- 3.5 All district and property classifications are subject to the Land Use Bylaw, which may be amended from time to time. The current Land Use Bylaw in effect at the time of Application will be used to determine eligibility.

4.0 PROGRAM LIMITS

- 4.1 Council may, at any time, decide up on a limit to each Schedule in the program to a specific quantity of properties. If it is decided that one Schedule is fully subscribed, the other Schedules may still be active. Each Schedule can be decided upon separately.

10.11

SCHEDULE "C"
PROPERTY REVITALIZATION

1.0 ADDITIONAL CRITERIA FOR EXEMPTION FOR PROPERTY REVITALIZATION

- 1.1 Property Revitalization developments must be located in an R1 Residential District, R2 (Medium Density Residential District), an R3 (High Density Residential District) or in the case of a mixed-use development a C1 (Downtown Commercial District).
- 1.2 For mixed-use developments, only the residential portion of the property will qualify for this program.
- 1.3 All district and property classifications are subject to the Land Use Bylaw, which may be amended from time to time. The current Land Use Bylaw in effect at the time of Application will be used to determine eligibility.
- 1.4 Property Revitalization:
 - 1.4.1 applies to the principal building on the property only;
 - 1.4.2 applies to the complete demolition and reconstruction of the principal building; and
 - 1.4.3 does not apply to vacant properties or bare land.
- 1.5 A qualifying demolition is considered to occur only in those cases where a principal building that has become dilapidated through age or disrepair is demolished and a new principal building is constructed in its place.
 - 1.5.1 Buildings that are demolished as a result of damage caused by fire, windstorm, vehicle collision or other catastrophic events do not qualify as a demolition.
- 1.6 Construction must start within ninety (90) days of the date of application for a demolition permit in order to qualify for the Exemption.
- 1.7 Construction must be complete to the point of suitability for occupancy within six (6) months of the date of the start of construction. This time period may be extended in the case of a multi-family or mixed-use development. If this requirement is not met then the applicant will lose the tax exemption for the first year of the program. For each year that the project remains incomplete after the original completion deadline, the corresponding yearly exemption will be lost.
- 1.8 For the purpose of administering this program, the Development Officer has full authority in determining the date of demolition, start of construction and completion of construction.

2.0 PROGRAM LIMITS

- 2.1 Council may, at any time, decide up on a limit to each Schedule in the program to a specific quantity of properties. If it is decided that one Schedule is fully subscribed, the other Schedules may still be active. Each Schedule can be decided upon separately.

10.11

Schedule "D"
Water, Sanitary and Storm Service Connection

To incentivize and encourage the redevelopment of existing parcels and of older properties in mature neighbourhoods, the Town shall bear the cost of replacement of an existing service connection(s) where the following criteria are met:

1. The existing and proposed service connection meets the definition of a "Water or Wastewater Service Connection" as defined in the Town of Legal Water Bylaw and Wastewater Bylaw.
2. The existing service was deemed unsuitable for reuse by the Town due to:
 - 2.1 The condition of the existing service connection(s) as determined by a camera inspection and/or;
 - 2.2 Municipal records/work orders relating to the existing service connection(s) for the property indicating a history of three (3) or more service calls within a twenty-four (24) month period and/or;
 - 2.3 The existing service connection is constructed with clay tile pipe or similar material which is, in the sole opinion of the Town, prone to failure and/or;
 - 2.4 The existing service connection(s) do not meet the current Town of Legal Engineering Standards for a Water or Wastewater Service Connection.
3. The Owner or Agent holds a valid Development Permit and Building Permit from the Town for the proposed redevelopment of the parcel.
4. The Owner has provided the Town with a servicing plan to ensure that the new service connection(s) meet the design requirements of the proposed development.

Where the Town replaces a service connection(s) in accordance with the above, the following shall apply:

1. The Town shall, at its sole cost, replace the service connection(s) up to the property line of the parcel.
2. The Owner, at their sole cost, shall be required to replace the portion of the connection(s) between the property line and the principal building.
3. All fees are in accordance with the Town of Legal bylaws and policies.

10.11

TOWN OF LEGAL

Report to Council

- ☒ Request for Decision
☐ Request for Direction
☐ For Council Information

Meeting:	Regular Council
Meeting Date:	March 17, 2025
Presented By:	Robert Proulx, Chief Administrative Officer
Title:	Repairs to Town of Legal Flusher Truck
Agenda Item No:	10.12

BACKGROUND / PROPOSAL:

The Town of Legal flusher truck is in need of a rodder pump. Public Works has requested a quote for the repair, and replacement of the rodder pump. Attached are the quotes received.

As the 2025 budget has yet to be approved, administration is recommending Council to approve the replacement of the rodder pump for the Town of Legal Flusher Truck in the amount of \$ 38,572.77.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A Rodder Pump is used in sewer cleaning trucks. It provides smooth continuous flows and optional hammer action to break up tough blockages.

Sewer flusher trucks are essential municipal assets for maintaining clear and functional sewer systems. By effectively removing blockages and debris from sewer lines, these units help prevent backups, overflows, and costly damage to property and infrastructure. Regular sewer cleaning with flusher trucks also helps extend the lifespan of sewer lines, reducing the need for future expensive repairs or replacements.

COSTS / SOURCE OF FUNDING (if applicable):

Rebuild of the rodder pump, including labor and parts - \$37,874.81.

Replacing the rodder pump with a new one - \$ 38,572.77.

10.12

Source of Funding:

\$30,000.00 to come from Reserves

\$10,000.00 to come from the Operating budget

RECOMMENDED ACTION (by originator):

It is recommended that Council approve the replacement of the rodder pump for the Town of Legal Flusher Truck in the amount of \$ 38,572.77 as described in Quote 036388.

Initials show support – Reviewed by:

CAO: Original Signed - *RP*



Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

Please Remit To:
2521 Bowman Street
Innisfil, Ontario L9S 3V6
Email: ar@jjei.com
Website: www.jjei.com

Ship To:

SAME AS BELOW

Invoice To:

TOWN OF LEGAL
5021 - 50 STREET
BOX 390
LEGAL AB T0G 1L0

Branch 06 - EDMONTON		
Date 03/13/2025	Time 14:43:32 (O)	Page 1
Account No. LEGAL001	Phone No. 7809613773	Est. No. 01 036388
Ship Via		Purchase Order PO REQUIRED
Salesperson		Salesperson ID KVE

ESTIMATE EXPIRY DATE: 03/28/2025

SERVICE ESTIMATE • Not An Invoice

HST/GST 136754660RT0001

Dealer # B2011573

***** Segment 01 *****

Stock #: U023112 2100 PLUS PD

MS #: 1HTWCAZR47J521724

Make: VA Model: 2100PLUS

Is to have the following work done

REPLACE PUMP - NEW

ADDITIONAL DESCRIPTION:

ALL PARTS AVAILABLE AT ONTARIO BRANCH (4-5 DAYS GROUND)

FRT \$600 TO BRING IN LARGE HEAVY PALLET WITH COMPLETE PUMP ASSY.

Part#	Description	Qty	PRICE	AMOUNT
62180-30	NEW RODDER PUMP	1	30514.37	30514.37
INBOUND-FRT	INBOUND FREIGHT	1	600.00	600.00
45555B4901	MV32 HYD OIL	25	8.32	208.00

MISCELLANEOUS CHARGES:	Description	PRICE	AMOUNT
	SHOP SUPPLIES	88.80	88.80

Parts: 31322.37
 Labor: 1110.00
 Miscellaneous: 88.80
 Subtotal: 32521.17

Authorization: _____

***** Segment 02 *****

WINTERIZE UNIT

Part#	Description	Qty	PRICE	AMOUNT
25-209-1000	W/W FLUID -45	10	1.90	19.00

****ALERT:** If you are requested to modify any payment instructions, please do not act on the request. Contact the JJE Credit department via a known/verified phone number.**

In the event of cancellation, I agree to reimburse JJE for any work performed (labor, parts and supplies) up to the date that JJE is notified of any intention to cancel. If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

ANCASTER 905.304.0099	BARRIE 705.733.7700	CALGARY 403.355.3414	EDMONTON 780.469.1584	HALIFAX 902.468.7700	MONTREAL 514.353.7700	OTTAWA 613.733.7700	LONDON 548.866.0071	TORONTO 905.532.0227	WINNIPEG 204.338.0556	US Locations www.jjei.com
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Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

I authorize the above work to be done, including all necessary parts and supplies. I grant JJE permission to operate the equipment on streets, highways or wherever for the purposes of inspection, testing and delivery at my risk. I specifically grant an Express Mechanic's Lien today on the listed equipment to secure the amount of the repairs listed herein. Equipment shall remain the property of JJE until payment has been received in full. If you require clarification of your shop supply charges please contact your service writer.

Joe Johnson Equipment (JJE) is neither responsible nor liable for any loss, damage or injury, however caused, to trucks, units, contents, cargo or person directly or indirectly related to an installation, use or mechanical failure of a part or product. JJE expressly disclaims and is held harmless from any direct losses or consequential losses that may result from the repair or operation of customer-operated product or installation / use of a part. JJE is held harmless from any direct losses or consequential losses that may result from late delivery of a part, service or product. JJE makes no assurance whatsoever regarding any desired or intended purpose of a part or product. If remittance is by credit card I agree to pay the above total amount according to card issuer agreement (Merchant agreement if credit voucher).

10.12



Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

Please Remit To:
2521 Bowman Street
Innisfil, Ontario L9S 3V6
Email: ar@jjei.com
Website: www.jjei.com

Ship To:

SAME AS BELOW

Invoice To:

TOWN OF LEGAL
5021 - 50 STREET
BOX 390
LEGAL AB T0G 1L0

Branch 06 - EDMONTON		
Date 03/13/2025	Time 14:43:32 (O)	Page 2
Account No. LEGAL001	Phone No. 7809613773	Est. No. 01 036388
Ship Via		Purchase Order PO REQUIRED
Salesperson		Salesperson ID KVE

ESTIMATE EXPIRY DATE: 03/28/2025

SERVICE ESTIMATE • Not An Invoice

HST/GST 136754660RT0001

Dealer # B2011573

MISCELLANEOUS CHARGES:	<u>Description</u>	<u>PRICE</u>	<u>AMOUNT</u>
	SHOP SUPPLIES	14.80	14.80

Parts:	19.00
Labor:	185.00
Miscellaneous:	14.80
Subtotal:	218.80

Authorization: _____

***** Segment 03 *****

FIRST QUOTE PROVIDED - LABOR TIME

ADDITIONAL DESCRIPTION:

LABOR TIME FROM THE FIRST QUOTE PROVIDED TO CUSTOMER. PARTS REMOVED AS PUMP WILL BE REPLACED. THIS LABOR TIME HAS BEEN USED TO DISMANTLE AND ASSESS THE PUMP.

MISCELLANEOUS CHARGES:	<u>Description</u>	<u>PRICE</u>	<u>AMOUNT</u>
	SHOP SUPPLIES	296.00	296.00

Labor:	3700.00
Miscellaneous:	296.00
Subtotal:	3996.00

Authorization: _____

Parts:	31341.37
Labor:	4995.00
Miscellaneous:	399.60
Tax:	1836.80
TOTAL:	38572.77

****ALERT: If you are requested to modify any payment instructions, please do not act on the request. Contact the JJE Credit department via a known/verified phone number.****

In the event of cancellation, I agree to reimburse JJE for any work performed (labor, parts and supplies) up to the date that JJE is notified of any intention to cancel. If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

ANCASTER 905.304.0099	BARRIE 705.733.7700	CALGARY 403.355.3414	EDMONTON 780.469.1584	HALIFAX 902.468.7700	MONTREAL 514.353.7700	OTTAWA 613.733.7700	LONDON 548.866.0071	TORONTO 905.532.0227	WINNIPEG 204.338.0556	US Locations www.jjei.com
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Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

I authorize the above work to be done, including all necessary parts and supplies. I grant JJE permission to operate the equipment on streets, highways or wherever for the purposes of inspection, testing and delivery at my risk. I specifically grant an Express Mechanic's Lien today on the listed equipment to secure the amount of the repairs listed herein. Equipment shall remain the property of JJE until payment has been received in full. If you require clarification of your shop supply charges please contact your service writer.

Joe Johnson Equipment (JJE) is neither responsible nor liable for any loss, damage or injury, however caused, to trucks, units, contents, cargo or person directly or indirectly related to an installation, use or mechanical failure of a part or product. JJE expressly disclaims and is held harmless from any direct losses or consequential losses that may result from the repair or operation of customer-operated product or installation / use of a part. JJE is held harmless from any direct losses or consequential losses that may result from late delivery of a part, service or product. JJE makes no assurance whatsoever regarding any desired or intended purpose of a part or product. If remittance is by credit card I agree to pay the above total amount according to card issuer agreement (Merchant agreement if credit voucher).

10.12



Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

Please Remit To:
2521 Bowman Street
Innisfil, Ontario L9S 3V6
Email: ar@jjei.com
Website: www.jjei.com

Ship To:

SAME AS BELOW

Invoice To:

TOWN OF LEGAL
5021 - 50 STREET
BOX 390
LEGAL AB T0G 1L0

Branch 06 - EDMONTON		
Date 03/13/2025	Time 15:57:29 (O)	Page 1
Account No. LEGAL001	Phone No. 7809613773	Est. No. 01 036391
Ship Via		Purchase Order PO REQUIRED
Salesperson		Salesperson ID KVE

ESTIMATE EXPIRY DATE: 03/28/2025

SERVICE ESTIMATE • Not An Invoice

HST/GST 136754660RT0001

Dealer # B2011573

***** Segment 01 *****

Stock #: U023112 2100 PLUS PD

MS #: 1HTWCAZR47J521724

Make: VA Model: 2100PLUS

Is to have the following work done

REBUILD RODDER PUMP

ADDITIONAL DESCRIPTION:

ADDITIONAL TIME REQUIRED FOR REMOVAL AND QUOTE - IT IS SEIZED.

MISCELLANEOUS CHARGES:	Description	PRICE	AMOUNT
	SHOP SUPPLIES	148.00	148.00

Labor:	1850.00
Miscellaneous:	148.00
Subtotal:	1998.00

Authorization: _____

***** Segment 02 *****

REBUILD PUMP

ADDITIONAL DESCRIPTION:

CENTER SECTION LEAKING

ALL PARTS IN STOCK AT FACTORY (5-7 DAYS GROUND)
FRT \$500 TO BRING IN PALLET WITH EVERYTHING ON IT.

Part#	Description	Qty	PRICE	AMOUNT
29323B-30	TRUSS ROD SW115	4	517.55	2070.20
29644-30	1 1/2 NUT	8	22.20	177.60
51600-30	WATER END BLOCK	1	3140.02	3140.02
41717-30	WATER SIDE BAR	1	6806.57	6806.57
62112-30	CENTRE BLOCK--R	1	4170.81	4170.81
62460J-30	INTAKE MANIFOLD	1	2299.67	2299.67

****ALERT: If you are requested to modify any payment instructions, please do not act on the request. Contact the JJE Credit department via a known/verified phone number.****

In the event of cancellation, I agree to reimburse JJE for any work performed (labor, parts and supplies) up to the date that JJE is notified of any intention to cancel. If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

ANCASTER 905.304.0099	BARRIE 705.733.7700	CALGARY 403.355.3414	EDMONTON 780.469.1584	HALIFAX 902.468.7700	MONTREAL 514.353.7700	OTTAWA 613.733.7700	LONDON 548.866.0071	TORONTO 905.532.0227	WINNIPEG 204.338.0556	US Locations www.jjei.com
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Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

I authorize the above work to be done, including all necessary parts and supplies. I grant JJE permission to operate the equipment on streets, highways or wherever for the purposes of inspection, testing and delivery at my risk. I specifically grant an Express Mechanic's Lien today on the listed equipment to secure the amount of the repairs listed herein. Equipment shall remain the property of JJE until payment has been received in full. If you require clarification of your shop supply charges please contact your service writer.

Joe Johnson Equipment (JJE) is neither responsible nor liable for any loss, damage or injury, however caused, to trucks, units, contents, cargo or person directly or indirectly related to an installation, use or mechanical failure of a part or product. JJE expressly disclaims and is held harmless from any direct losses or consequential losses that may result from the repair or operation of customer-operated product or installation / use of a part. JJE is held harmless from any direct losses or consequential losses that may result from late delivery of a part, service or product. JJE makes no assurance whatsoever regarding any desired or intended purpose of a part or product. If remittance is by credit card I agree to pay the above total amount according to card issuer agreement (Merchant agreement if credit voucher).

10.12



Joe Johnson Equipment

Subsidiary of Federal Signal Corporation

Please Remit To:
2521 Bowman Street
Innisfil, Ontario L9S 3V6
Email: ar@jjei.com
Website: www.jjei.com

Ship To:

SAME AS BELOW

Invoice To:

TOWN OF LEGAL
5021 - 50 STREET
BOX 390
LEGAL AB T0G 1L0

Branch 06 - EDMONTON		
Date 03/13/2025	Time 15:57:29 (O)	Page 2
Account No. LEGAL001	Phone No. 7809613773	Est. No. 01 036391
Ship Via		Purchase Order PO REQUIRED
Salesperson		Salesperson ID KVE

ESTIMATE EXPIRY DATE: 03/28/2025

SERVICE ESTIMATE • Not An Invoice

HST/GST 136754660RT0001

Dealer # B2011573

Part#	Description	Qty	PRICE	AMOUNT
39200-30	SENSING ROD (MS	1	828.34	828.34
29678-30	YOKE--SENSING R	1	310.92	310.92
16420W-30	ROLL PIN 3/32 X	1	2.41	2.41
29698-30	SEAL KEEPER	2	180.47	360.94
16334J-30	SOCKET HEAD CAP	8	13.27	106.16
40500-30	LOCKWASHER	8	.63	5.04
16334AH-30	SHCS,1/2-13 X 3	8	6.58	52.64
40314-30	WASHER	10	.68	6.80
29841-30	1/4 - 20 X 3/4	8	.76	6.08
29842-30	1/4 LOCKWASHER	8	.15	1.20
507171-30	2" DISCHARGE VA	2	432.43	864.86
507349-30	CHECK VALVE, 3"	2	591.68	1183.36
62047G-30	HIGH PRESSURE B	2	1005.05	2010.10
16340U-30	SETSCREW SOCHD	1	.98	.98
41848-30	SETSCREW 5/16-2	1	1.29	1.29
43049-30	1/4 BREATHER V	2	13.74	27.48
45727-30	BAND CLAMP T/B	2	13.41	26.82
45824C-30	WATER HOSE 3	1	33.08	33.08
37495A-30	SEAL KIT	2	330.54	661.08
INBOUND-FRT	INBOUND FREIGHT	1	500.00	500.00
45555B4901	MV32 HYD OIL	25	8.32	208.00

MISCELLANEOUS CHARGES:	Description	PRICE	AMOUNT
	SHOP SUPPLIES	296.00	296.00

Parts: 25862.45
Labor: 3700.00
Miscellaneous: 296.00
Subtotal: 29858.45

Authorization: _____

***** Segment 03 *****

WINTERIZE UNIT

****ALERT: If you are requested to modify any payment instructions, please do not act on the request. Contact the JJE Credit department via a known/verified phone number.****

In the event of cancellation, I agree to reimburse JJE for any work performed (labor, parts and supplies) up to the date that JJE is notified of any intention to cancel. If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

ANCASTER 905.304.0099	BARRIE 705.733.7700	CALGARY 403.355.3414	EDMONTON 780.469.1584	HALIFAX 902.468.7700	MONTREAL 514.353.7700	OTTAWA 613.733.7700	LONDON 548.866.0071	TORONTO 905.532.0227	WINNIPEG 204.338.0556	US Locations www.jjei.com
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Branch 06 - EDMONTON		
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Salesperson		Salesperson ID KVE

ESTIMATE EXPIRY DATE: 03/28/2025

SERVICE ESTIMATE • Not An Invoice

HST/GST 136754660RT0001

Dealer # B2011573

Part#	Description	Qty	PRICE	AMOUNT
25-209-1000	W/W FLUID -45	10	1.90	19.00
MISCELLANEOUS CHARGES:				
	Description		PRICE	AMOUNT
	SHOP SUPPLIES		14.80	14.80

Parts: 19.00
 Labor: 185.00
 Miscellaneous: 14.80
 Subtotal: 218.80

Authorization: _____

***** Segment 04 *****

FIRST QUOTE PROVIDED - LABOR TIME

ADDITIONAL DESCRIPTION:

LABOR TIME FROM THE FIRST QUOTE PROVIDED TO CUSTOMER. PARTS REMOVED AS PUMP WILL BE REPLACED. THIS LABOR TIME HAS BEEN USED TO DISMANTLE AND ASSESS THE PUMP.

MISCELLANEOUS CHARGES:	Description	PRICE	AMOUNT
	SHOP SUPPLIES	296.00	296.00

Labor: 3700.00
 Miscellaneous: 296.00
 Subtotal: 3996.00

Authorization: _____

Parts: 25881.45
 Labor: 9435.00
 Miscellaneous: 754.80
 Tax: 1803.56
 TOTAL: 37874.81

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In the event of cancellation, I agree to reimburse JJE for any work performed (labor, parts and supplies) up to the date that JJE is notified of any intention to cancel. If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

ANCASTER 905.304.0099	BARRIE 705.733.7700	CALGARY 403.355.3414	EDMONTON 780.469.1584	HALIFAX 902.468.7700	MONTREAL 514.353.7700	OTTAWA 613.733.7700	LONDON 548.866.0071	TORONTO 905.532.0227	WINNIPEG 204.338.0556	US Locations www.jjei.com
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