

COUNTY OF PAINT EARTH NO. 18

COUNTY COUNCIL MEETING

TUESDAY, AUGUST 19, 2025

9:00 A.M.

A G E N D A

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA
3. ADOPTION OF THE PREVIOUS MINUTES
 - A. Regular County Meeting August 6, 2025
4. ADMINISTRATION REPORTS
 - A. Legislative/Office of the CAO
 - B. Environmental Services
 - C. Public Works
5. BUSINESS
 - A. RFD: Operations & Maintenance Manual — Halkirk Hamlet Gas Utility
 - B. RFD: Retirement
 - C. RFD: Recognition of Service
 - D. Municipal Funding Request from the Battle River Watershed Alliance
 - E. Funding Request from Consort Cubs U15 AA Attending Western Canada Baseball Championships
 - F. Sledge Hockey Donation Request
 - G. Diplomat Museum Interpretive Site Donation Request
6. BYLAWS
 - A. Bylaw 739-25 Master Rates Bylaw
 - B. Bylaw 740-25 Water and Sewer Bylaw
 - C. Bylaw 741-25 Road Use Bylaw
 - D. Bylaw 742-25 Non-Residential Tax Incentive Bylaw
 - E. Bylaw 743-25 Fire Services Bylaw
 - F. Bylaw 744-25 Assessment Review Board
7. COUNCILLOR REPORTS
 - Verbal Reports.

8. PUBLIC HEARING

A. None

9. DELEGATIONS

A. Clay Williams 9:30 a.m.

B. Sgt. Jeremy Houle — RCMP Quarterly Update 11:30 a.m.

10. CORRESPONDENCE

A. Blank

11. CONFIDENTIAL ITEMS

Freedom of Information and Protection of Privacy Act, R.S.A. 2000 Chapter F-25: Part 1, Div 2, Sec 19(1)(a)(i)(ii)

12. ADJOURNMENT

Upcoming Council Meeting Dates — September 3 & 16, 2025. Council Meeting dates are subject to individual change and commence at 9:00 a.m.

COUNTY OF PAINT EARTH NO. 18
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY AUGUST 6, 2025

The Regular meeting minutes of the Council of the County of Paintearth No. 18 held in Council Chambers in the municipal office on August 6, 2025, commencing at 9:00 a.m.

IN ATTENDANCE:

Reeve: Stan Schulmeister
Councillors: Terry Vockeroth, Sandy Shipton, Diane Elliott, George Glazier, Maurice Wiart

Chief Administrative Officer: Michael Simpson
Asst. Chief Administrative Officer: Lana Roth
Director of Public Works: Bryce Cooke
Director of Community Services: Todd Pawsey
Director of Environmental Services: Jeff Cosens
Legislative Clerk: Courtney Algot

CALL TO ORDER:

Reeve Schulmeister called the meeting to order at 9:00 a.m.

ADOPTION OF AGENDA:

08.06.25.310

Regular Council Meeting Agenda – August 6, 2025 — MOVED by Councillor Glazier to adopt the Regular Council Meeting Agenda of August 6, 2025, as amended.

4.F Corporate Services Report
4.G Financial Statements Ending July 31, 2025
5.G RFD: Safety Codes Council — Quality Management System
5.H Rural School Sign

Carried

ADOPTION OF PREVIOUS MINUTES:

08.06.25.311

Regular County Council Meeting Minutes July 15, 2025 — MOVED by Deputy Reeve Wiart that the Previous Regular County Council Meeting Minutes for July 15, 2025, be approved as presented.

Carried

ADMINISTRATION REPORTS:

Terry Vockeroth entered chambers at 9:02 a.m.

- 08.06.25.312 **Legislative & Office of the CAO's Report** — MOVED by Councillor Shipton to approve the legislative & office of the CAO's Report as presented.
Carried
- 08.06.25.313 **Public Works Report** — MOVED by Councillor Vockeroth to approve the public work's report as presented.
Carried
- 08.06.25.314 **Community Services Report** — MOVED by Councillor Vockeroth to approve the community services report as presented.
Carried
- 08.06.25.315 **Environmental Services Report** — MOVED by Deputy Reeve Wiart to approve the environmental services report as presented.
Carried
- 08.06.25.316 **Protective Services Report** — MOVED by Councillor Glazier to approve the protective services report as presented.
Carried
- 08.06.25.317 **Corporate Services Report** — MOVED by Councillor Elliott to approve the corporate services report as presented.
Carried
- 08.06.25.318 **Budget Report Ending July 31, 2025** — MOVED by Councillor Shipton that the County approve the budget report ending July 31, 2025, as presented.
Carried

Recess: *The meeting recessed at 10:24 a.m.*

Reconvene: *The meeting reconvened at 10:40 a.m.*

BUSINESS:

- 08.06.25.319 **RFD: Reappointment of Vacant Committee Positions** — MOVED by Councillor Glazier that the County fill the vacant committee positions during the 2025/2026 organizational meeting.
Carried
- 08.06.25.320 **Practical Nurse Program Bursary Request** — MOVED by Councillor Elliott that the County make the applicant eligible for the bursary available to the practical nurse program students.
Carried
- 08.06.25.321 **3rd Annual Castor Memorial Fireworks Show Donation Request** — MOVED by Councillor Glazier that the 3rd Annual Castor Memorial fireworks show donation request be received and filed as information.
Carried

08.06.25.322 Policy HS 4.0 — MOVED by Councillor Shipton that the County approve Policy HS 4.0 as presented.

Carried

08.06.25.323 Election Services Agreement — MOVED by Councillor Vockeroth that the County approve the Election Services Agreement as presented.

Carried

08.06.25.324 RFD: Park Caretakers Contract Extension into 2026 — MOVED by Councillor Elliott that the County approve the park caretakers contract extension into 2026 as presented.

Carried

08.06.25.325 RFD: Safety Codes Council RE: Quality Management System — MOVED by Councillor Vockeroth that the County approve the Quality Management System.

Carried

L. Roth exited chambers at 11:05 a.m. and did not return
T. Pawsey exited chambers at 11:08 a.m. and did not return
J. Cosens exited chambers at 11:09 a.m. and did not return

BYLAWS:

None.

COUNCILLOR REPORTS:

08.06.25.326 Councillor Reports — MOVED by Deputy Reeve Wiart to adopt the verbal Councillor Reports as information.

Carried

B. Cooke exited chambers at 11:22 a.m. and did not return

PUBLIC HEARING:

None.

DELEGATIONS:

None.

CORRESPONDENCE:

- 08.06.25.327 **House of Commons Communication RE: Damien Kurek's Resignation** — MOVED by Councillor Vockeroth that the correspondence from the House of Commons regarding Damien Kurek's Resignation be received and filed as information.
Carried
- 08.06.25.328 **RCMP Commanding Officer Introduction Letter** — MOVED by Deputy Reeve Wiert that the correspondence from RCMP introducing the newly appointed Commanding officer be received and filed as information.
Carried
- 08.06.25.329 **Municipal Affairs Communication RE: County of Stettler and SMRWSC** — MOVED by Councillor Elliott that the correspondence from Municipal Affairs regarding the County of Stettler and SMRWSC be received and filed as information.
Carried
- 08.06.25.330 **Halkirk Elks Bullarama Sponsorship Thank You** — MOVED by Councillor Shipton that the sponsorship thank you received from Halkirk Elks regarding the 2025 Bullarama be received and filed as information.
Carried
- 08.06.25.331 **Orphan Well Association** — MOVED by Councillor Glazier that the correspondence from the Orphan Well Association regarding the Orphan Well Associations Annual Report be received and filed as information.
Carried
- 08.06.25.332 **Thank You Card from Simone Fetaz** — MOVED by Deputy Reeve Wiert that the thank you card received from Simone Fetaz regarding the music festival sponsorship be received and filed as information.
Carried

CLOSED SESSION:

- 08.06.25.333 **Closed Session** — MOVED by Councillor Glazier that the County move to closed session at 11:27 a.m. to discuss items under the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, Chapter F-25: Part 1, Div 2, Sec (19)2
Carried
C. Algot exited chambers at 11:28 a.m. and did not return
- 08.06.25.334 **Closed Session** — MOVED by Councillor Glazier that the County return to an open meeting at 1:22 p.m.
Carried

Recess — the meeting recessed at 1:23 p.m. to allow return of the public.

Reconvene — the meeting reconvened at 1:24 p.m. with no public present.

08.06.25.335 Castor Lift Station CCT Upgrade — MOVED by Councillor Glazier that the County increase the project budget by \$107,147.00, to be funded from Wastewater General Reserves, to complete construction. Carried

08.06.25.336 Tax Penalty Forgiveness for Roll #39111421 — MOVED by Deputy Reeve Wiart that the penalty of \$106.81 is forgiven on Roll #39111421 as delivery of the notice was delayed by the postal service. Carried

ADJOURNMENT:

Reeve Schulmeister adjourned the meeting at 1:33 p.m.

These minutes approved this ____ day of _____, 20____.

Reeve

Chief Administrative Officer



County of Paintearth No. 18

CAO Report

Meeting: Regular Council Meeting

Meeting Date: August 19, 2025

1. August 6 – Present

- a. Broadband
 - Survey work has been more extensive than what Valard had allowed for. They have been having issues identifying property lines in the town, lack of survey pins etc. which has been creating some issues. Rick estimates \$20 k for surveying which is vital to construct the network within the proper easements and parcel boundaries. Connect will offer Donna and the town if they want the survey report, to help update their records for future planning work.
 - Hydrovac costs due to utility alignments, this could be a large bill so Rick has asked them to track their project allowance of 500 hrs against actual and come up with a best guess on cost by the end of August for going forward.
 - Connect forces were out doing door to door on Wednesday August 6th as well and came back out Tuesday the following week. Phase 1 access agreements sitting at 123, expecting maybe 25 more so around 148 drops is target. For Phase 2 sitting at 99 but expect to get about 100 more.
 - The POP building construction has started for Castor (offsite will be trucked to location).

2. Bylaw patrol regarding unsightly premises in Halkirk as requested by Council.
 - a. Premises were observed to be in a bit of disarray. Hard to quantify how it's negatively impacting the neighbours, however more discussion in closed session.

3. Review and discuss updates for Master Rates Bylaw, final revisions etc. for Aug 19 Council package.
 - a. The new Master Rates Bylaw omits the Land Use Bylaw rates and fees and penalties.
 - b. The new Master Rates Bylaw rescinds the Halkirk Camping Fees Bylaw as these are now fully incorporated in the new Master Rates Bylaw. A series of other bylaws are being repealed as their updated, renumbered version is passed to coincide with the new Master Rates Bylaw.

4. Trip with Environmental Services Director J. Cosens, Reeve Schulmeister and Deputy Reeve Schulmeister to Stettler County Council as part of a delegation regarding water projects jointly undertaken by both Counties. The consensus remains that Paintearth County is committed to partnering with Stettler County on a joint water project that would see enhanced water service in Division 4 along highway 855 and Twp 402. It is anticipated that letter writing to connect public need in the impacted area with the minister's field of vision may help – alternately, a joint ministerial meeting between Agriculture, Transportation, Finance, and Environment will be set by Stettler County and Paintearth will attend and signal support.

5. Discussions on Broadband with Rick DeZutter on Connect activities since August 6th's Council report.
 - a. Rick is negotiating the tie-in fee with Supernet for the Crowfoot Crossing industrial park location and providing a support tech for Vital Networks for his first customer installs, happening the week of Aug 19-22, in Halkirk. Certain buildings now property of the County have been selected as test-connections for Vital Networks, including the Rodeo Grounds, Seniors Center, Municipal Office etc.

6. Discussions on Safety policy matters with Safety Officer, including the
 - a. Administration will be conducting safety drills across all departments in the coming months as part of our Safety Action Plan – volunteers for drills based on scenarios are always welcomed by staff. Anyone care to play the role of victim in an upcoming emergency scenario, consult the department heads!
7. Amendment to motion 02.19.25.048: Back in February a motion was passed to budget \$4,000 for fireworks at the Halkirk Bullarama, however upon pricing the supply and delivery of fireworks out, the budget has increased to \$5,000. I recommend that Council amend motion 02.19.25.048 to change the budgeted amount from \$4,000 to \$5,000.

02.19.25.046 Halkirk Elks Bullarama — **MOVED** by Councillor Glazier that the county provides permission to the Halkirk Elks to host the Bullarama on August 23, 2025, at the Halkirk Rodeo Grounds.

Carried

02.19.25.047 **MOVED** by Councillor Norton that the county pays for the insurance needed for the fireworks show at the Halkirk Bullarama on August 23, 2025.

Carried

02.19.25.048 **MOVED** by Councillor Elliott that the county donate \$4000.00 to cover the cost of the firework show for the Halkirk Bullarama on August 23, 2025.

Carried

02.19.25.049 **MOVED** by Councillor Vockeroth that the county grants permission to the Halkirk Elks to host beer gardens at the Halkirk Bullarama on August 23, 2025.

Carried

02.19.25.050 **MOVED** by Councillor Glazier that the information from Doris Cordel be accepted as information.

Carried



County of Paintearth No. 18

Director's Report

Department: Environmental Services

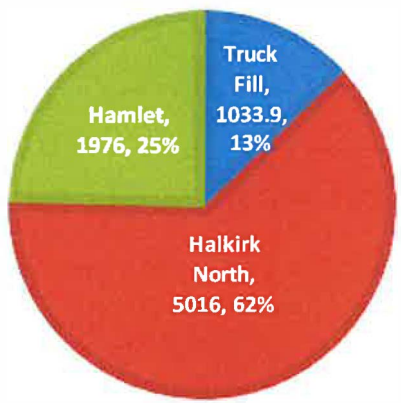
Meeting: Council

Meeting Date: August 19, 2025

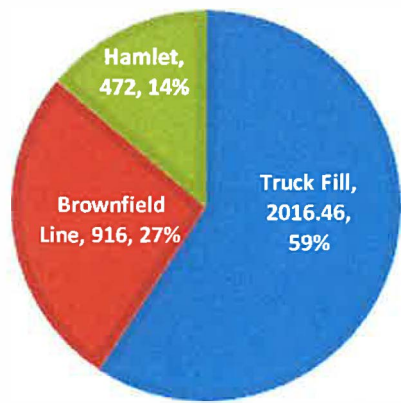
Utilities

- **Meeting with Stettler County:** Attended a meeting in Stettler on August 13 where both Councils agreed that their going to advocate the Alberta Government to fund municipal water projects (pipelines).
- **Crop Management Sewer Issue:** Two separate blockages occurred in the line. After the first was cleared, Crop Management reported continued issues a few days later. County crews investigated further upstream and, using Public Works' steamer, removed a second blockage. It has now been about a week with no further problems reported. The excavation site in front of Crop Management remains open to allow a fiber optic internet company to install a distribution junction box before backfilling.
- **Crowfoot Lift Station & Truck Fill:** Scheduled for commissioning on August 21.
- **Castor Lift Station:** Work has commenced. Whitson Contracting and MPE are in regular communication with both the County and the Town being cc'd in all emails.
- **Castor Extension:** Awaiting contract signature from Action Plumbing as of Thursday August 14th. I have instructed MPE that this is a time sensitive project as it has been since July 22nd.
- **Halkirk Water System:** Pre-construction meeting with myself, United Utilities and MPE was held yesterday. United Utilities is scheduled to mobilize on August 25 and will be staying at the Halkirk campground. The Flowpoint System Panel for the Halkirk Reservoir has arrived, and installation pricing is being obtained.
- **Year-to-Date Water Readings as of July for Halkirk and Crowfoot:**

HALKIRK RESERVOIR M3



BROWNFIELD M3



Agricultural Service Board (ASB)

- **Plastic Jug Recycling Survey:** As of Thursday, 7 of the 14 municipalities in the central region have responded to a survey initiated by me and have indicated they are satisfied with how the program is being run.
- **Highway Spraying:** I invoiced Alberta Transportation for the highway spraying that was done for them, and the total bill came out to 24,831.24
- **Weed Control:** Two known leafy spurge sites, monitored annually, were treated. The final weed concern for the season will be toadflax, if sighted. Most weeds are now too mature for effective spraying.
- **Sprayer Equipment:** Units are being prepared for winter storage, but the UTV can be quickly deployed if needed.
- **Spray Damage Complaint:** A landowner on Secondary Highway 872 reported suspected spray damage to decorative flowers. ASB staff confirmed that all regulations and policies were followed, and evidence suggests the damage was not caused by County spraying. The landowner requested information on the chemicals used, which was provided. No compensation was sought.
- **Mowing:** Approximately 33% of County roads have been mowed. Crews are currently operating in Division 2.
- **Equipment Maintenance:**
 - New 2025 sidearm experienced a front upper gearbox bearing failure; gearbox was replaced at no cost.
 - 2019 sidearm showed early signs of similar wear; internal bearings were replaced proactively to avoid failure.
 - DEF codes have come up on both tractors causing delays.
- **Reclamation:** Lots 2 and 5 at Crowfoot Crossing Industrial Park were seeded. Remaining lots will be seeded after Public Works completes related site work.
- **ASB Meeting:** Some of Council mentioned we should have a meeting in September. How does Tuesday September 9th work.

Prepared By: Jeff Cosens



County of Paineearth No. 18

Director's Report

Department: Public Works

Meeting: Regular Council Meeting

Date: August 19, 2025

Public Works

- New grader shop front tin has been put on and insulators are on site. Should be completed. Backfilled east side around slab and graveled.
- Calcium put down on a few intersections with ongoing washboard issues
- Grader training will take place Sept 8 -12. Final week for this year.
- Started working on west end of Twp 380 between Rge 164 -163 building new grade.
- Graveling out of Pals in Div 2,3,5. Completed 160 miles
- Mulched 2 miles fence line, back sloped ½ mile
- Hauled sand from Guytec pit to Coronation golf course
- Backfilled around new bathrooms at Burma
- Made a drainage ditch north side of lot 9. Drain water off rest area.
- Trimmed grass on bridge guard rails

PW Shops

- Grader services
- Changed out u-joints on pick up unit 8009, ball joints on unit 8000 oil changes on a couple other pick ups
- CVIP completed on 7054 quad wagon brakes and drums
- Blade sides and cylinder shims on 2410
- Finished welding quad trailer deck, fenders and new ramps with easy lift springs, hard surface repairs to bucket on 950M loader, rebuild tarp arms on 7051 installed new tarp.

Halkirk

- Painted bleacher frames and seats at Bull Arama grounds
- Mowed weed whacked cemetery and the rest of the town.
-

Safety

- Joint Health and Safety committee meeting was held

Maintenance

- Removed eavestrough north side of weld shop and installed to prevent leaking in behind along wall.

- Fixed condensation leak in line above hallway at the admin building
- Put all light and plug covers on at the office

Prepared By: Bryce Cooke



County of Paintearth No. 18

Request for Decision

Title: Operations & Maintenance Manual - Halkirk Hamlet Gas Utility

Meeting: Regular Council

Meeting Date: August 19, 2025

Issue/Background:

Previously the Village of Halkirk Council had reviewed and approved the attached O&M manual for the Halkirk Natural Gas Utility. With the dissolution of the Village of Halkirk, ownership for this gas utility is now with the County of Paintearth, meaning that the County is responsible for ensuring the safe operation and maintenance of this gas utility.

The manual is produced by FedGas Co-op. Within the O&M Manual, there are four required Council motions required.

- 1. Adoption of the O&M Manual (the request of this RFD)
- 2. Adoption of the Emergency Preparedness and Response (will be forth coming)
- 3. Adoption of the Integrity Management Program (was done in the spring of 2025)
- 4. Adoption of the Safety and Loss Management System (will be forth coming)

Financial:

Policy/Legislation:

Recommendations:

- 1. That the County of Paintearth has adopted the Federation O&M Manual, as revised from time to time, as a guideline in operating and maintaining our distribution system.
- 2. Council provides further direction or required changes/amendment

Prepared By: Lana Roth, Assistant Chief Administrative Officer

Declaration, Commitment, and Authority within the O&M Manual

Within the O&M Manual, there are four required Board/Council/Management motions/signatures.

Adoption of the O&M Manual

Motion frequency -

As stated in the Preface of the O&M Manual, each Federation member must adopt this manual through Board or Council motion. The motion is to be renewed at least every three years.

Suggested motion be worded as follows:

Moved by _____ Seconded by _____ that _____ (name of utility) has adopted the Federation O&M Manual, as revised from time to time, as a guideline in operating & maintaining our distribution system.

Date: _____

Adoption of the Emergency Preparedness and Response

Motion frequency –

As stated in Section 1.6.1 - Program Review, The Program Coordinator shall review the Program in its entirety annually to ensure the information, training and incident debriefing are incorporated into the plan. The Program and Plan shall be reviewed and signed off annually, by the Distributors Board/Council or Designated Sub-Committee and shall be reflected in the minutes of the Distributor as completed.

Section 1.3 - Commitment and Authority

XYZ Gas Co-op Ltd. (The Distributor) is committed to the health and safety of its employees, contractors, and the public, and to minimize impact to the environment by being prepared for emergencies and incidents that may affect the above.

The Board/Council fully support the Program with all terms and conditions in its entirety.

Signed: _____ Date: _____

Declaration, Commitment, and Authority within the O&M Manual

Adoption of the Integrity Management Program (IMP)

Motion frequency – As stated in the Introduction of the IMP, each member is required to review, update, and approve their current IMP on an annual basis. The review and approval of the IMP by Board/Council motion is included in the O&M auditing process to ensure compliance.

Declaration, Commitment, and Authority

XYZ Co-op Ltd. (The Distributor) is committed to the development and implementation of a documented Integrity Management Program (IMP) for the pipeline system that provides protection of people, the environment, and property.

The Board/Council fully supports the IMP in its entirety and accepts that all the terms, conditions, and commitments are being satisfied based on an annual report and confirmation by the IMP Program Manager.

Board/Council Chairperson Signature: _____

General Manager Signature: _____

Date: _____

Adoption of the Safety and Loss Management System (SLMS)

Motion frequency – As stated in the Introduction of the SLMS, each member is required to review, update, and approve their current SLMS on an annual basis. The review and approval of the SLMS by Board/Council motion is included in the O&M auditing process to ensure compliance.

Declaration, Commitment, and Authority

XYZ Co-op Ltd. (The Distributor) is committed to the development and implementation of a documented Safety and Loss Management System (SLMS) for the pipeline system that provides protection of people, the environment, and property.

The Board/Council fully supports the SLMS in its entirety and accepts that all the terms, conditions, and commitments are being satisfied based on an annual report and confirmation by the SLMS Program Manager.

Board/Council Chairperson Signature: _____

General Manager Signature: _____

Date: _____



County of Paintearth No. 18

Request for Decision

Title: Retirement

Meeting: Regular Council

Meeting Date: August 19, 2025

Issue/Background:

Under County Policy HR 012 Retirement, a ASB employee is eligible to receive recognition of service benefits as outlined in the Retiring Liability. For this policy, applications must be made to County Council of the County of Paintearth No. 18 to receive recognition of service benefits upon retirement. Acceptance of the application is at Council's discretion.

Financial:

Cash gift valued at \$200.00 per year for years 1 – 9 and cash gift valued at \$500.00 per year for years 10 – 40, a \$100.00 gift certificate (dining out) and an engraved watch.

Policy/Legislation:

Policy HR 012 Retirement, Retiring Liability outlines the County's position on retirement from employment with the County of Paintearth No. 18. For this policy, applications must be made to the County Council of the County of Paintearth No. 18 to receive recognition of service. Acceptance of the application is at Council's discretion.

Recommendations:

1. Council moves to reward the individual Retirement recognition service benefits for the 26.5 years of service with the County of Paintearth No. 18.
2. Council directs Administration accordingly.

Prepared By: Robin Walker



County of Paintearth No. 18

Request for Decision

Title: Recognition of Service

Meeting: Regular Council

Meeting Date: August 19, 2025

Issue/Background:

Under County Policy HR 011, Recognition of Service, Leaving Liability, a ASB employee is eligible for long-term employment service recognition. Policy HR 011 requests Council's decision due to audit requirements, otherwise an actuary must be hired to determine the liability.

Financial:

Cash gift valued at \$50.00 per year for years 1 – 9 and cash gift valued at \$100.00 per year for years 10 – 40.

Policy/Legislation:

Policy HR 011 Recognition of Service, Leaving Liability outlines the County's position to recognize the services of employees and Councillors who are leaving the County after having provided long-term services.

Recommendations:

1. Council moves to reward the individual Recognition of Service for 26.5 years of service and dedication to the County of Paintearth No. 18.
2. Council directs Administration accordingly.

Prepared By: Robin Walker

RECEIVED

AUG 17 2025

5.D



County of Paintearth
Box 509
Castor, AB T0C 0X0

DATE: August 5, 2025

Dear County of Paintearth,

Municipal Funding Request from the Battle River Watershed Alliance

Battle River Watershed Alliance (BRWA) values the support and stewardship of municipalities across the Battle River and Sounding Creek Watersheds. Please accept this letter as a formal request of your Council to *Invest 50* in the watershed with a contribution to the BRWA of fifty cents per capita.

This year, there has been some relief from the drought; however, much of the Battle River Watershed remains under a provincial water shortage advisory, which has been in place since May 2023. Currently, the watershed is experiencing a Stage 2 (moderate) drought due to low flow conditions in the Battle River.

As a designated Watershed Planning and Advisory Council, we are committed to collaborating with community partners to support the goals of Alberta's Water for Life Strategy for Sustainability:

- Safe, secure drinking water supply,
- Healthy aquatic ecosystems, and
- Reliable, quality water supplies for a sustainable economy.

Working with communities to support watershed management has been an ongoing priority for BRWA. Together, we can build resilience and manage risks associated with drought, flooding, and extreme weather events. This year, BRWA:

- provided municipalities with a Guide to Watershed Management in Land Use Planning for Local Governments,
- offered technical and financial support to landowners to implement riparian conservation and restoration projects with an overall investment of over \$160,000 to enhance over 2700 acres,
- secured additional funds for riparian demonstration sites and projects with landowners. We also have funds to provide shoreline pressure and prioritization data reports to municipalities in the Sounding Creek Watershed, and
- we engaged with more than 1600 students and 700 teachers through our place-based watershed education programs. These programs are provided free of charge to schools, and for some programs, BRWA pays for field trip busing.

The ongoing support and funding from municipalities is critical. Municipal support enables the BRWA team to: keep residents up to date on the state of the watershed, host events, deliver place-based watershed education programs, support on-the-ground stewardship, and engage across sectors for informed and collaborative efforts to support a sustainable community.

As a municipality in the Battle River or Sounding Creek watershed, we Thank You for your ongoing stewardship of the land and water. In the coming year, we ask for your support and collaboration in three key ways:

Suite 3, Mirror Lake Centre, 5415 49 Ave,
Camrose, Alberta T4V 0N6

1. We would appreciate the opportunity to present to your Council to share an update on our work, learn more about the sustainability efforts you have initiated, and discuss our shared priorities.
2. Have new and returning council members sign up for a fall Watershed 101 webinar on November 4 or November 21. These webinars will introduce the goals of Water for Life: Alberta's Strategy for Sustainability and share information about the local watershed, our work as a Watershed Planning and Advisory Council, and how we can work together for water and ecosystem conservation. Use the QR codes below to register.
3. We ask you to *Invest 50*. For your convenience, we have enclosed an invoice for \$872.30. The invoice of fifty cents per capita is based on the recent census showing the County of Paintearth's population as 2,138 and the portion of the County of Paintearth (81.6%) located in the watershed. All funds remain in the watershed to support local programs. Funding is very important to preserve our watershed for future generations. Thank you for considering our request.

Sincerely,



Alan Corbett and Ryley Andersen
Co-Chairs
Battle River Watershed Alliance

Watershed 101 for Elected Officials - Register through Eventbrite:

November 4, 12-1:30 pm

November 21, 12-1:30 pm



ABOUT THE BATTLE RIVER WATERSHED ALLIANCE

The Battle River Watershed Alliance (BRWA) was created in November 2006 as a non-profit society. Shortly after its formation, BRWA was designated by Alberta Environment, under Water for Life: Alberta's Strategy for Sustainability, as a Watershed Planning and Advisory Council for the Battle River and Sounding Creek watersheds. We are a multi-stakeholder non-governmental organization dedicated to preserving and enhancing the land and water in these basins. Our vision is to have a watershed that sustains all life by using sound knowledge, wisdom, and wise actions to preserve our watershed for future generations. We achieve our vision by providing relevant science, social science, policies, and education for a diverse community of people to create solutions to our watershed's challenges. The BRWA has grown into a well-respected community organization. Our work takes a balanced approach for healthy natural areas, resilient communities, and a stable economy.

MEET THE BOARD OF DIRECTORS

Academia

Greg Smith, BRWA Treasurer

Clark Banack, University of Augustana

Agriculture

Terry Vockeroth, County of Paintearth

Ahsan Rajper, Battle River Research Group

Business/Industry

Ryley Andersen, BRWA Co-Chairperson

Health

Marilyn Weber, Healthcare Professional

Individual

Al Corbett, BRWA Co-Chairperson

Peter Pullishy

Bruce Hinkley

Government Bodies (Municipal, Provincial, or Federal)

Preston Weran, Town of Blackfalds

Dale Pederson, Beaver County

Jamie Bruha, Alberta Environment and Protected Areas

Melvin Thompson, Flagstaff County *

Ex-Officio

Melissa Orr-Langner, Alberta Agriculture and Irrigation

Catherine Peirce, Battle River Watershed Alliance Executive Director

Special thanks to retiring directors:

Khalil Ahmed, Battle River Research Group

Dustin Owens, Heartland Generation

Alex Retfalvi, Heartland Generation

Bruce Cummins, MD of Wainwright

*Pending Council Approval

MEET THE LAND AND WATER COMMITTEE

Jamie Bruha, Government of Alberta
Susanna Bruneau, Battle River Watershed Alliance
Glinis Buffalo, Consultant, Glinis Buffalo Consulting (on behalf of Samson Cree Nation)
Will Challenger, Town of Wainwright
Alan Corbett, Drainage Council
Chris Elder, ALUS, County of Vermilion River
Scott Flett, Town of Wainwright
Anjah Howard, Camrose County
Amanda Koot, Pigeon Lake Watershed Association
Aaron Leckie, City of Camrose
Doug Lyseng, Camrose County
Arin MacFarlane-Dyer, Government of Alberta
Rick Melia, Pigeon Lake Watershed Association
Melissa Orr-Langner, Government of Alberta
Jill Owen, Ducks Unlimited Canada
Dale Pederson, Beaver County
Catherine Peirce, Battle River Watershed Alliance
Howard Shield, Flagstaff County
Sarah Skinner, Battle River Watershed Alliance
Greg Smith, Academia
Melvin Thompson, Flagstaff County
Terry Vockeroth, County of Paintearth
Dwayne West, Lacombe County

MEET THE EDUCATION & ENGAGEMENT COMMITTEE

Justin Babcock, Ponoka County
Kim Barkwell, Leduc County
Greg Bowie, Beef Producer
Jamie Bruha, Government of Alberta
Susanna Bruneau, Battle River Watershed Alliance
Alexandra Harland, Cows and Fish
Janine Higgins, Government of Alberta
Catherine Peirce, Battle River Watershed Alliance
Greg Smith, Academia
Joey Temple, Individual

INVOICE



Invoice # 2025-101

FROM:
 Battle River Watershed Alliance (BRWA)
 Suite 3, Mirror Lake Centre
 5415 49 Avenue
 Camrose, Alberta

To:
 County of Paintearth
 Box 509
 Castor, AB T0C 0X0

AUGUST 1, 2025		POPULATION	\$.50 PER CAPITA
County of Paintearth		2,138	
DESCRIPTION			
% of the County of Paintearth in the Battle River Watershed		81.6 %	
2025 Battle River Watershed Alliance support request		\$872.30	
			\$872.30
<p><u>Please make your cheque payable to:</u> Battle River Watershed Alliance Suite 3, 5415-49 Ave Mirror Lake Centre Camrose, Alberta, T4V 0N6</p> <p><i>Thank you for your support!</i></p>			



FW: Western Canadian AA Baseball Sponsorship

From Gillian Acaster <[REDACTED]>
Date Thu 8/7/2025 12:43 PM
To Courtney Algot <[REDACTED]>

Gillian Acaster
Accounts Payable/Receivable Clerk
County of Paintearth No. 18
Office (403) 882-3211
Fax (403) 882-3560

-----Original Message-----

From: Tina Hronek <[REDACTED]>
Sent: August 7, 2025 9:22 AM
To: Reception Forms <[REDACTED]>
Subject: Western Canadian AA Baseball Sponsorship

Dear County of Paintearth Council,

I hope this letter finds you well. We are reaching out on behalf of the Consort U15-AA Cubs Baseball Team and are writing to share some exciting news and to request your support.

Our team has recently earned the privilege of representing the Consort Cubs and our communities as Team Alberta at the upcoming U15-AA I Western Canada Baseball Championships in St. Albert, taking place from August 14-16. This is a tremendous opportunity for our young athletes, as they will compete against top teams from British Columbia, Saskatchewan, and Manitoba.

This U15 age group has not had enough kids to have their own team in Castor or Coronation since 2020, so our local boys have played with Consort since then, at least keeping a strong AA Baseball team within the 3C's athletic area. Currently, Maddox Hronek and Ryley Steele are on this team heading to Western Canadians.

The costs associated with these experiences are significant, and we are seeking donations to help make

this experience a reality for our players. Your contribution will provide these young players with a once-in-a-lifetime opportunity to compete at a high level and create lasting memories that will last a lifetime.

As part of this initiative, we will be outfitting the team in new jerseys featuring both our team logo and the Alberta logo. Sponsorships will not only support the team's financial needs but also serve as a great opportunity for local businesses to be showcased in front of a broad audience during the competition.

If your County is interested in supporting our team in any way, such as jerseys, team apparel or a team meal we would be grateful for your sponsorship. Your continued support will help these athletes achieve success and represent our community on the baseball field with pride.

Thank you for considering this opportunity and if you have questions, please contact Tina Hronek for more information.

Sincerely,

Consort U15-AA Cubs Baseball Team

Get Outlook for iOS <<https://aka.ms/o0ukef>>

Sledge Hockey

Sledge hockey is a sport for anyone fully abled or physically disabled. Since my accident I've been participating in sledge hockey with Team Jigger out of Blackfalds. I would really like to bring this sport closer to home for others to participate as well. Sledge hockey is a sport where you sit in a toboggan like sled with 2 blades underneath. You use modified hockey sticks with picks in the end of them to propel yourself around the ice. The sled package includes a sled and a pair of sticks costs approximately just under \$1,000 each with shipping. I am looking to purchase 12 sled packages of various adult sizes. I am looking for donations so I can purchase these sleds and get started this fall. I'm also looking for donations to help cover the ice rental fee. If you or your company feel you could help out it would be greatly appreciated.

Thanks Wyatt Pickles

[REDACTED]



5.6

August 7, 2025

RECEIVED
AUG 11 2025

Paintearth County Council
PO Box 509
Castor, Alberta
T0C 0X0

Dear County Council:

We are writing today to share some exciting news about the expansion of the Diplomat Museum Interpretive Site in Flagstaff County with a new equipment exhibit.

Thanks to the generosity of Westmoreland Coal and their local management, the Interpretive Site will soon be home to a new exhibit showcasing a 1960's LeTourneau L-1000 26 Ton Wheel Loader. We are actively working towards moving this loader off the mine site and to its new home across the Battle River at our Site. In addition to this new exhibit, the existing coal shovels in the park have been repainted and refurbished and we would encourage you to come visit the Site if you have not been recently.

As Council only too well knows, operating and grant support from the provincial and federal governments are vastly oversubscribed for any programs supporting not-for-profits and small community associations and societies. We are therefore asking Council for any monetary support you could provide in not only expanding the Interpretive Site, but also its ongoing existence. As a Society of volunteers, we do all we can but financial requirements to maintain and improve the Site often exceed the revenues we garner from volunteer casinos and donations.

We are asking all regional municipalities to consider a contribution of \$2000 towards the capital improvement costs of the Interpretive Site this year as well as ongoing operational support in the years that follow. I am more than happy to appear before Council at an upcoming meeting to present further on this request and our ongoing operating plans as well to answer any questions Council may have about our request.

Thank you for your kind consideration and we look forward to hearing from you.

Sincerely,



Michael Jahns
President – Diplomat Mine Interpretive Site

COUNTY OF PAINT EARTH NO.18**BYLAW #739-25****MASTER RATES BYLAW**

BEING A BYLAW OF THE COUNCIL OF THE COUNTY OF PAINT EARTH COUNTY NO.18, IN THE PROVINCE OF ALBERTA, TO ESTABLISH RATES, FEES AND CHARGES FOR VARIOUS GOODS, LICENSES, PERMITS AND SERVICES.

WHEREAS, pursuant to the *Municipal Government Act, Chapter M-26*, Revised Statutes of Alberta 2000, as amended, a Municipal Council has authority to govern and the authority to pass Bylaws respecting the Municipality, including services provided by or on behalf of the Municipality; and

WHEREAS, pursuant to the *Municipal Government Act, Chapter M-26*, Revised Statutes of Alberta 2000, as amended, a Municipal Council has authority to govern and the authority to pass Bylaws respecting the municipality, including establishing fees for licenses, permits and approvals that are higher for persons or businesses who do not reside or maintain a place of business in the municipality; and

WHEREAS, the Municipal Council deems it appropriate to establish rates, fees and charges for the various licenses, permits, goods and services, provided by Paintearth County No.18; and

NOW THEREFORE, the Council of the County of Paintearth No.18, in the Province of Alberta, duly assembled, enacts as follows:

1. This bylaw shall be cited as the "Master Rates Bylaw".
2. The annual rates, fees, and charges for various goods, licenses, permits and services shall be established as per Schedule "A", attached to and forming part of this Bylaw.
3. This bylaw repeals the following bylaws: 675-19, 688-20, 690-20, 715-23, 724-24, 2024-001, upon passing of this bylaw.
4. This Bylaw comes into force upon the date of third and final reading is passed.

Received First Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Received Second Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Councillor _____ moved to proceed to Third Reading
Carried Unanimously

Read a Third Time and Finally Passed this ____ Day of _____ 2025 on a motion of Councillor
Carried

Signed by the Chief Elected Official and Chief Administrative Officer this ____ Day of
2025.

Stanley Schulmeister, Reeve

Michael Simpson, Chief Administrative Officer

SCHEDULE "A"
MASTER RATES

1. ADMINISTRATION & FINANCE

(a) Aerial Land Photos	\$1.50 per sheet + GST
(b) Assessment Appeal	
(i) Residential 3 or fewer dwellings and farmland	\$50.00
(ii) Residential 4 or more dwellings	\$650.00
(iii) Non-residential	\$650.00
(iv) Business Tax	\$50.00
(v) Tax Notices (other than Business Tax)	\$30.00

The fee is refundable if the Assessment Review Board decides in favour of the complainant, pursuant to 481(2) of the Municipal Government Act. The Assessment Review Board may, at its discretion, refund fees to other complainants.

(c) Access to Information & Protection to Privacy Services	
a. Searching for, locating and retrieving record per ¼ hour	\$6.75
b. Producing a copy of a record:	
Paper copies – color	\$0.50 per page
Paper copies – B&W	\$0.25 per page
Electronic copies (i.e. USB)	Cost
Large Format (i.e. Maps)	Cost
c. Preparing and handling a record for disclosure per ¼ hour	\$6.75
d. Supervising the examination of a record per ¼ hour	\$6.75
e. Shipping a record or copy of record	Cost
(d) Bylaws (Copies)	\$1.50 per sheet + GST
(e) County Map Booklet	\$25.00 (GST Incl.)
(f) County Maps	\$15.00 (GST Incl.)
(g) County Pins	\$1.00 + GST
(h) Fax Machine	
(i) Staff	No Charge

(ii) Public	- To Send
Long distance - \$3.50 per page +GST	
Local - \$1.00 per page +GST	
- To Receive	\$3.50 per page + GST
	(Not to exceed max. \$10.00 +GST)
(i) Fire Services/Emergency Services	- actual cost for contracted
services	
a. Fire Fighter Emergency Calls out	\$25.00
per hour	
b. Fire Practice – flat rate	\$25.00
per practice	
c. Fire Services Specified Penalties (As per Bylaw #743-25 – Fire Services Bylaw)	
i. First offence	
\$2,000.00	
ii. Second offence	\$5,000.00
iii. Third and any subsequent offence	\$7,000.00
(j) Land Assessment Records	
(i) Owner/purchaser	\$0.50 per
parcel + GST	
(ii) Others	\$1.50 per parcel + GST
Tax and Assessment Information	
(i) Staff Time	\$50.00/hour
(ii) Detailed Assessment Sheets	\$15.00/roll
(i.e.: For ADC, Farm Credit, Banks, Mortgage companies)	
(iii) Computer Generated Forms	\$0.50/page
(k) Minutes (copies)	\$1.50 per page + GST
(l) Photocopies/Digital Copies	
(i) Staff	No Charge
(ii) Public	\$0.50 per copy +GST
(iii) Memory Stick required for Digital Information	\$10.00 per stick +GST
(m) Postage Meter	
(i) Staff	Cost of postage +GST
(n) Tax Certificate Fees	\$30.00 per parcel
(o) Tax Exemption (Application for an Exemption – as per Bylaw #742-25 Non-Residential Tax Incentive Bylaw) - Section 7.2 The Application Fee	\$500.00
(p) Tax Penalties (Bylaw #731-25)	5% added on July 1

10% added on October 1

- (q) Tax Recovery (Bylaw #731-25) all costs associated with tax recovery proceedings will be added to tax roll for all unpaid taxes
- (r) Tax Sales (Reserved Value) close as possible to market value
- (s) Returned Cheque Fees \$25.00 admin fee
- (t) Customized Mapping Request \$65.00/hr
(As determined by GIS Technician) with a minimum charge of 1 hour

2. AGRICULTURAL SERVICE BOARD

- (a) Rental Equipment Available
 - (i) Backpack sprayer \$50.00 refundable deposit
 - (ii) Hand broadcast seeder \$50.00 refundable deposit
 - (iii) Cattle Scale \$40.00/half day or \$75.00/full day
 - (iv) Hay probes No charge
 - (v) Gallagher tag reader \$250.00 refundable deposit
- (b) Pest Control Products Available
 - (i) Magpie traps \$50.00 refundable deposit
 - (ii) Skunk traps \$50.00 refundable deposit
 - (iii) Coyote control materials No Charge

NOTE: RENTAL EQUIPMENT AND PEST CONTROL PRODUCTS SHALL NOT LEAVE COUNTY POSSESSION WITHOUT SIGNATURE AND MONIES IF REQUIRED.

- (c) Vegetation Management
 - (i) Private land spraying at - \$80.00/hr plus the cost of the chemical per L applied
cost + GST, where applicable, will be charged.
 - (ii) Industry spraying at - \$135.00/hr plus the cost of the chemical per L applied
cost + GST, where applicable, will be charged.
 - (iii) Weed picking - \$40.00/hr per individual plus GST.
- (d) Tree Planting Assist in tree planting with staff and a tree planter for numbers of 200 or more trees
- (e) Pesticide Container Sites
 - (i) Castor Waste Transfer Site SW 3-38-14 W4
 - (ii) Coronation Waste Management SW 36-36-11 W4

3. PLANNING & DEVELOPMENT

(a) Approach Requests	\$300.00 New/Existing
(b) Compliance Certificate	
(i) Non-inspected	\$100.00
(ii) Inspected	\$300.00
(c) Development Permit Application Fee	
(i) Permitted Use	\$100.00
(ii) Discretionary Use	\$200.00
(iii) Discretionary Use – Commercial/Industrial	\$400.00
(iv) Home Occupation	\$100.00
(d) Development Permit Fee Penalty (Work started without a Permit)	\$250.00
(e) Land Use Bylaw	\$25.00 +GST
(f) Municipal Development Plan	\$25.00 +GST
(g) Pipeline Crossings	\$300.00
(h) Proximity Requests	N/C – done with approach request
(i) Rezoning Application Fee	\$300.00 per application
(j) Right of Way (acquisition for road construction)	\$1,500.00 per acre
(k) Seismic Explorations on County Lands or Right of Ways	\$300.00
(l) Subdivision & Development Appeal Fees	\$400.00

4. PUBLIC WORKS

(a) Borrow Pits	
(i) Landscape Borrow Pit	assessed value per acre & part thereof affected
(ii) Dug Out Borrow Pit	\$100.00 each borrow pit Assessed value per acre
(b) County Equipment Rental Rate	Alberta Government Rates +GST
(c) Road Stabilization	actual cost of calcium supplied

(d) Gravel Royalties	\$2.00 per cubic yard
(e) Approaches	
(i) Installation	\$2,000.00
(ii) Widen Existing Approach & Culvert	\$1,000.00
(iii) Widen Existing Approach	\$500.00
(f) Purchase of Clay	\$2.00 per cubic yard
(g) Snowplowing/Grading (Private Property)	\$150.00 per hour (\$40.00 min fee)
(h) Trucks & Equipment (Hourly Rate)	
(i) Tandem Trucks	\$59.00 per hour
(ii) Pups	\$24.00 per hour

5. RECREATION

(a) Campground Fees - Burma Park/Huber Dam	
(i) Power Site	\$25.00 per night
(ii) No Power Site	\$20.00 per night
(b) Huber Dam	
(i) Group Area (up to 6 Units)	\$90.00 per night
and for each additional Unit	\$10.00 per night
(ii) Camp Kitchen	\$50.00 per day/night
(c) Berry Street Campground - Campground Rates for the Hamlet of Halkirk grounds located at 110 Berry Street, serviced with power, water and sewer.	
i. Berry Street Campsite – Daily per unit	\$40.00
ii. Berry Street Campsite – Weekly per unit	\$225.00
(d) Halkirk Recreational Grounds/Camping - Campground Rates for the Hamlet of Halkirk grounds located at 302 Main Street.	
i. Recreation Grounds Campsite Designated - Daily	\$20.00
ii. Recreation Grounds Campsite Non - Designated - Daily (max 2 days)	\$20.00
iii. Recreation Grounds (Concession/Washroom + Pole Shed) - Daily	\$100.00
iv. Rodeo Arena - Daily	\$100.00
(e) Campground Vandalism (Physical damage to Buildings, trees, ball diamonds or parks, burning deadfall or cutting down trees, or any park of the campground will be subject to a fine and eviction from the campground without refund.	\$250.00 up to \$2000.00

6. WATER & WASTEWATER SERVICES

Water Services (As per Bylaw #740-25 Water and Sewer Bylaw)

Rates, fees and charges for Sewage Services are as follows:

PROPERTY TYPE	Water System Reserve Fee	Monthly Fixed Charge	Consumption Rate
General	\$20.00/month	\$5.00/month	\$3.25 per m3
Bulk Water (potable)	N/A	N/A	\$5.00 per m3
Tank Loader Fee (non-potable water available only for agricultural, emergency service and County use)	N/A	N/A	\$1.00 per 100 gallons, or portion thereof

7. SEWAGE SERVICES

Sewer Services (As per Bylaw #740-25 Water and Sewer Bylaw)

Rates, fees and charges for Sewage Services are as follows:

Property Type	Sewage System Reserve Fee	Monthly Fixed Charge
Residential/Institutional (single or multi-family dwellings, schools, churches, community/recreation facilities)	\$10.00 /month	\$14.50/month
Non-Residential (agri-business, commercial and industrial)	\$20.00/month	\$55.00/month or 35% of the charges payable by the Customer, for Water Services for the month in question, whichever is greater

8. OTHER CHARGES

Other Charges (As per Bylaw #740-25 Water and Sewer Bylaw):

- (1) Water Turn-On/Turn-Off Charge: \$60.00 per visit.
- (2) Dishonoured cheque fee: \$25.00 per occurrence.
- (3) Security deposit: \$100.00.
- (4) Late Payment unpaid rates, fees and charges: 2% per month imposed on the outstanding balance.
- (5) Meter Installation or Removal Charge: \$200.00.
- (6) Meter Test Charge: \$150.00.
- (7) Damage Repair Charge: Actual Cost.
- (8) Water Modelling Application \$425.00

9. PENALTIES

Penalties (As per Bylaw #740-25 Water and Sewer Bylaw)

Section	Description	Penalty			
		Municipal Tag		Violation Ticket	
		First Offence	Second or Subsequent Offence	First Offence	Second or Subsequent Offence
Bylaw, s. 18	Obstruct an authorized representative	\$125.00	\$250.00	\$500.00	\$1,000.00
Schedule "A", s. 6(2)(c)	Backfill before Service Connection inspection	\$125.00	\$250.00	\$500.00	\$1,000.00
Schedule "A", s. 7	Contravention of Repair and Maintenance Requirements	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "A", s. 9(2)	Interfere with another Customer's Service Connection/Utility Services	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "A", s. 12(1)	Obstruct access to Facilities	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "A", s. 12(2)	Failure to manage vegetation on Property	\$125.00	\$250.00	\$500.00	\$1,000.00
Schedule "A", s. 12(3)	Install structure that interferes with proper and safe operation of Facilities	\$250.00	\$500.00	\$1,000.00	\$2,000.00

Schedule "A", s. 13	Interfere with or alter Facilities	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "A", s. 16	Extend Customer-owned infrastructure beyond Property	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "A", s. 27	Supply false or inaccurate information	\$125.00	\$250.00	\$500.00	\$1,000.00
Schedule "B", s. 1(3)	Fail to comply with Water Conservation and Demand Management Measures	\$125.00	\$250.00	\$500.00	\$1,000.00
Schedule "B", s. 3(1)(a)	Obtain water from source not connected to the Water System, after connection to Water System	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s. 3(1)(a)	Fail to decommission alternate water supply, after connection to Water System	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s. 3(3)	Connect an alternate water source to the Water System	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "B", s. 4	Unauthorized resale or supply of water	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "B", s. 5(1)	Unauthorized use of water	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s.10(3)	Contravention of Customer Meter installation rules and requirements	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s.11	Contravention of General Meter Restrictions	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B" s. 18(1)	Unauthorized operation of a fire hydrant	\$1,000.00	\$2,000.00	\$4,000.00	\$8000.00
Schedule "B", s. 19	Obstruct access to or operation of a fire hydrant	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s. 20	Contravention of requirement respecting Private	\$500.00	\$1,000.00	\$2,000.00	\$3,000.00

	Fire Protection Equipment				
Schedule "B" s. 21	Unauthorized Cross Connection	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s. 22(1)	Customer fails to install required Cross Connection Control Device	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "B", s. 22(2)	Contravene Cross Connection Control Device testing and repair requirements	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "C", s. 1(1)(a)	Impede Sewage Use of other Customers	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "C", s. 1(1)(b)	Use Sewage System without an Account	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "C", s. 1(1)(c)	Use Sewage System in unauthorized manner	\$250.00	\$500.00	\$1,000.00	\$2,000.00

Schedule "C", s. 3(1)(a)	Unauthorized use of Private Sewage Disposal System, after connection to Sewage System	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "C", s. 3(1)(b)	Fail to decommission Private Sewage Disposal System, after connection to Sewage System	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "C", s. 5(1)	Discharge matter other than domestic Sewage	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "C", s. 6(1)	Discharging industrial matter without approval or proper pretreatment	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "C", s. 7	Diluting Sewage to allow for discharge into Sewage System	\$250.00	\$500.00	\$1,000.00	\$2,000.00
Schedule "C", s. 9	Contravention of requirement	\$250.00	\$500.00	\$1,000.00	\$2,000.00

	respecting protection of Sewage System				
Schedule "C", s. 10(1)	Discharge of hauled Sewage at location not approved by the Chief Administrative Officer	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00
Schedule "C", s. 10(2)	Discharge Sewage at Recreational Vehicle discharge station from vehicle, container or thing other than a Recreational Vehicle	\$500.00	\$1,000.00	\$2,000.00	\$4,000.00

10. WATER, SEWER, GAS AND GARBAGE RATES – (HAMLET OF HALKIRK RATES) as per Bylaws 2019-1, 2019-3, 2021-1

A. That rates for water service shall be:

- a) \$55.00 Flat Rate per month per water service, and shall include water consumption of up to 10 cubic meters per billing period,
- b) Consumption over 10 cubic meters of water in one billing period, shall be charged at the rate of \$3.00 per cubic meter.

B. The rates for Sewer Service shall be:

- c) \$17.00 Flat Rate per service per month.

C. The rates for Garbage Service shall be:

- d) \$18.00 Flat Rate per month.

D. The rates for Natural Gas shall be:

- (a) \$25.00 Flat Rate per meter per month
- (b) Consumption rates shall be the County Purchase Price, plus Variable Rate of \$1.20 per Gigajoule, plus \$0.40 per gigajoule, designated to a Gas Utility Reserve.
- (c) The request for voluntary utility disconnection/reconnection will be \$100.00 each, for disconnection of water or gas service.
- (d) Deposit on Natural Gas Utility after discontinuation for non-payment will be \$300
- (e) Penalties on accounts applied as per regulation in Halkirk Utility Bylaws.

11. ROADS –

Fines (As per Bylaw #741-25 Road Use Bylaw)

Section	Municipal Tag	Violation Ticket
Section 9 – operating more than weight limit	\$20 per 100 kg for overloads of up to 5000 kg and \$40 per 100 kg for overloads over 5000 kg.	\$27 per 100 kg for overloads of up to 5000 kg and \$47 per 100 kg for overloads over 5000 kg.
Section 17 – contravention of overweight permit	\$150	\$270
Section 18 – failure to produce overweight permit	\$150	\$250
Section 19 – operating over dimensional vehicle	\$200	\$270
Section 23 - contravention of over dimensional permit	\$150	\$250
Section 24 - failure to produce over dimensional permit	\$150	\$250
Section 28 – operating without a Road Use Agreement	\$150	\$250
Section 29 – contravention of Road Use Agreement	\$150	\$250
Section 31 – failure to produce Road Use Agreement	\$150	\$250

12. ARB REMUNERATION

(As per Bylaw #744-25 Regional Assessment Review Board Bylaw)

LARB	Half day – Four (4) hour block	\$110.00
LARB	Full day – Four plus (4+) hour block, excluding lunch hour	\$220.00
LARB – Chair	Half day – Four (4) hour block	\$125.00
LARB – Chair	Full Day – Four plus (4+) hour block – excluding lunch hour	\$250.00
CARB	Half day – Four (4) hour block	\$220.00
CARB	Full Day – Four plus (4+) hour block – excluding lunch hour	\$440.00
CARB – Chair	Half day – Four (4) hour block	\$250.00
CARB - Chair	Full Day – Four plus (4+) hour block – excluding lunch hour	\$460.00

13. ANIMAL LICENSES AND FEES (Hamlet of Halkirk) as per Halkirk Bylaw 06-2022

A. Animal Licenses, Permits & Penalties – rates for the Hamlet of Halkirk

(a) Spayed or Neutered Cats & Dogs	\$15.00
(b) Unaltered Cats & Dogs	\$25.00
(c) Replacement Tags	\$10.00

B. Animal Control Bylaw Fines (Fine A: First Offence, Fine B, Second & Consecutive Offences)

(a) Animal Pound Penalties (24-month Cycle) Licenced - 1st Offence	\$25.00
(b) Animal Pound Penalties (24-month Cycle) Unlicensed 1st Offence	\$50.00
(c) Animal Pound Penalties (24-month Cycle) Unlicensed 2nd Offence	\$50.00
(d) Animal Pound Penalties (24-month Cycle) Unlicensed 3rd and Subsequent	\$100.00

C. Offences

(a) Pound Care Fee - per day or part day	Provider Cost
--	---------------

D. Licensing Penalties

(a) Owner fails to obtain annual license	\$50.00
(b) Using invalid tags	\$50.00
(c) Providing false information	\$50.00
(d) Fail to surrender banned or revoked animal	\$250.00
(e) Fail to maintain current licence information	\$50.00
(f) Fail to ensure license tag is worn on animal	\$40.00
(g) Fail to notify Village of adress and phone number change	\$40.00
(h) Keep more than three (3) dogs	\$100.00
(i) Operate a kennel in a Residential District	\$250.00

E. Responsibilities

(a) Fail to ensure animal not running at large	\$50.00
(b) Fail to keep female animal in heat confined	\$50.00
(c) Fail to carry a suitable means of removing animal defecation	\$25.00
(d) Fail to keep residence/grouds clean/sanitary/non-offensive	\$100.00

F. Allow a dog to bark or to howl excessively or otherwise disturb the public

(a) First Offense	\$0.00
(b) Second Offense	\$50.00
(c) Third Offense	\$100.00
(d) Fourth and subsequent Offenses	\$150.00
(e) Allow an animal to damage public/private property - plus damages	\$250.00
(f) Allow an animal to attach/bite/chase a person or another animal	\$250.00
(g) Permit restricted animal to be on Parkland	\$100.00

G. Other Contraventions Penalty

(a) Have livestock, poisonous insect, reptile, snake or an animal deemed dangerous or objectionable	\$100.00
(b) Release an animal from a confined area, allowing to run loose	\$50.00
(c) Tease/torment, annoy or harm a dog/cat or domestic animal	\$100.00
(d) Fail to provide sufficient food/water/shelter/care or provide medical attention to an animal	\$500.00
(e) Hinder or obstruct a Bylaw Officer	\$500.00

H. Halkirk Cemetery Rates and Fees as per Halkirk Bylaw 2024-006

(a) Sale of Cemetery Lot	\$200 + GST
(b) Grave Opening/Closing [incl. Cremation]	Contractor Rate
(c) Columbarium Niche	\$500 + GST
(d) Engraving for Columbarium	\$135 + GST
(e) Adding a name to a plaque	\$35 + GST
(f) Disinterment	\$100 + GST

COUNTY OF PAINT EARTH NO. 18
BYLAW #740-25
THE WATER AND SEWAGE BYLAW

BEING A BYLAW OF THE COUNCIL OF THE COUNTY OF PAINT EARTH NO.18, IN THE PROVINCE OF ALBERTA, TO REGULATE AND PROVIDE THE TERMS, CONDITIONS, RATES AND CHARGES FOR THE SUPPLY AND USE OF WATER SERVICES AND SEWAGE SERVICES PROVIDED BY THE COUNTY OF PAINT EARTH NO. 18.

WHEREAS, pursuant to section 3 of the *Municipal Government Act* the purposes of a municipality include providing services, facilities or other things that, in the opinion of the Council, are necessary or desirable for all or a part of the municipality;

AND WHEREAS, pursuant to section 7(a) of the *Municipal Government Act* a council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, pursuant to section 7(g) of the *Municipal Government Act* a council of a municipality may pass bylaws for municipal purposes respecting public utilities;

NOW THEREFORE the Council of the County of Paintearth No. 18, in the Province of Alberta, duly assembled, enacts as follows:

PART I - TITLE AND DEFINITIONS

Bylaw Title

1 This Bylaw shall be known as "The Water and Sewage Bylaw".

Definitions

2 In this Bylaw, unless the context otherwise requires:

- (a) **"Account"** means an agreement between a Customer and the County for the supply of Utility Services of which the terms of this Bylaw shall form a part and includes the amounts payable from time to time by the Customer to the County;
- (b) **"Alberta Private Sewage Systems Standard of Practice"** means the Alberta Private Sewage Systems Standard of Practice 2015, adopted by the *Private Sewage Disposal Systems Regulation, A/R 229/97*, as amended or replaced from time to time;
- (c) **"Chief Administrative Officer - CAO"** means the Chief Administrative Officer of the County or the Chief Administrative Officer's delegate;
- (d) **"Council"** means the municipal Council of the County;

- (e) **“County”** means the municipal corporation of the County of Paintearth No. 18 and its duly authorized employees, agents, contractors and other representatives or the geographic area contained within the boundaries thereof, as the context requires;
- (f) **“Cross Connection”** means any temporary, permanent, or potential connection of any piping, fixture, fitting, container or appliance to the Water System that may allow backflow to occur, including but not limited to: swivel or changeover devices, removable sections, jumper connections, and bypass arrangements;
- (g) **“Cross Connection Control Device”** means a testable CSA certified device that prevents the backflow of water;
- (h) **“Curb Stop”** means a valve connected to a Service Connection enabling the turning-on and shutting-off of the water supply to a Customer’s Property;
- (i) **“Customer”** means any Person receiving Utility Services and, where the context or circumstances so require, includes any Person who is named on an Account, or who makes or has made an application for Utility Services or otherwise seeks to receive Utility Services, and also includes any Person acting as an agent or representative of a Customer;
- (j) **“Dwelling”** means a private residence with sleeping and cooking facilities used or intended to be use as a residence;
- (k) **“Engineering Design Standards”** means the County’s Minimum Engineering Design Standards adopted by the Chief Administrative Officer from time to time or, in the absence of such standards, generally accepted municipal engineering standards;
- (l) **“Emergency”** means a condition that creates an imminent danger or a real possibility of Property damage, or personal injury, or when a condition or situation is declared to be an emergency by Council, or the Federal or Provincial Crown, or other civil authority having jurisdiction;
- (m) **“Facilities”** means any infrastructure forming part of:
 - i. the Water System, including without limitation: water treatment plants, reservoirs, pumping stations, Water Mains, Water Service Lines, bulk water stations, Curb Stops, valves, fittings, fire hydrants, chambers, Meters, Cross Connection Control Devices and all other equipment and machinery of whatever kind owned by the County that is used to produce and supply potable water to Customers; or
 - ii. the Sewage System, including without limitation: Sewage treatment plants, Sewage lagoons, pumping stations, Sewer Mains, Sewer Service Lines, valves, fittings, chambers, Meters, and all other equipment and machinery of whatever kind owned by the County that is used for the collection, transmission, treatment and disposal of Sewage;

as the context requires.

- (n) **“Hazardous Waste”** has the same meaning as in the *Environmental Protection and Enhancement Act* and any regulations thereunder;
- (o) **“Master Rates Bylaw”** means a bylaw that contains the fees, fines and rates of the County;
- (p) **“Meter”** means the individual or compound water meter and all other equipment and instruments, including but not limited to, radio frequency units and remote meter reading devices supplied and used by the County to calculate and register the amount of water consumed relative to the land and buildings that the Meter is designed to monitor;
- (q) **“Multiple Dwelling”** means a wholly or partially residential development containing more than one Dwelling, whether or not the development is within a single building;
- (r) **“Municipal Tag”** means a tag or similar document issued by the County pursuant to the *Municipal Government Act* that alleges a bylaw offence and provides a Person with the opportunity to pay an amount to the County in lieu of prosecution for the offence;
- (s) **“Occupant”** means a Person occupying a Property, including a lessee or licensee, who has actual use, possession or control of the Property;
- (t) **“Owner”** means:
 - i. in the case of land, the Person who is registered under the *Land Titles Act* as the owner of the fee simple estate in the parcel of land; or
 - ii. in the case of any property other than land, the Person in lawful possession of it;
- (u) **“Peace Officer”** includes a Bylaw Enforcement Officer appointed by the County, a Community Peace Officer whose appointment includes enforcement of the County’s Bylaws and a member of the Royal Canadian Mounted Police;
- (v) **“Person”** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative to whom the context applies according to law;
- (w) **“Private Drainage Line”** means that portion of a Service Connection that extends from the property line to an improvement or location on a Customer’s Property that receives, or is to receive Sewage Services, comprised of the Customer-owned assembly of pipes, fittings, fixtures, traps and appurtenances for the collection and transmission of Sewage into the Sewage System;
- (x) **“Private Sewage Disposal System”** means a system for the treatment and disposal of Sewage that is not connected to the Sewage System, including on-site Sewage treatment systems as defined in the Alberta Private Sewage Systems Standard of Practice;
- (y) **“Private Water Line”** means that portion of a Service Connection that extends from the property line to an improvement or location on a Customer’s Property that receives, or is to receive, Water Services, comprised of the Customer-owned assembly of pipes, fittings, fixtures, traps and appurtenances for providing water to a Customer’s Property, excluding the Meter owned by the County;

- (z) **“Property”** means:
- i. in the case of land, a parcel of land including any buildings; or
 - ii. in other cases, personal property;
- (aa) **“Recreational Vehicle”** means a vehicular or trailer type unit designed to provide temporary living quarters for recreational, camping, travel or seasonal use;
- (bb) **“Service Connection”** means all of the Facilities required to achieve a physical connection between:
- i. the County’s Water Main and the structure, improvement or location that receives Water Services, to allow a Customer to receive potable water, which includes a Water Service Line and a Private Water Line; or
 - ii. the County’s Sewer Main and the structure, improvement or location that receives Sewage Services, to allow a Customer to discharge Sewage, which includes a Sewer Service Line and a Private Sewage Line;
- as the context requires;
- (cc) **“Sewage”** means the composite of water and water-carried wastes discharged from residential, commercial, industrial or institutional Properties;
- (dd) **“Sewage Services”** includes the collection, transmission, treatment and disposal of Sewage, as applicable, and associated services offered to the Customer under this Bylaw;
- (ee) **“Sewage System”** means the Facilities used by the County for the collection, transmission, treatment and disposal of Sewage, which is deemed to be a public utility within the meaning of the *Municipal Government Act*;
- (ff) **“Sewer Main”** means those pipes installed for the collection and transmission of Sewage within the County to which a Service Connection may be connected;
- (gg) **“Sewer Service Line”** means that portion of a Service Connection owned by the County that extends from the Sewer Main to the property line of a Property that receives, or is to receive, Sewage Services;
- (hh) **“Subsidiary Meter”** means a privately-owned Meter installed on Property at the Customer’s expense and utilized strictly for the Customer’s purposes;
- (ii) **“Terms and Conditions”** means the terms and conditions in respect of Water Services and Sewage Services described in Schedules “A”, “B”, “C” and “D”;
- (jj) **“Utility Services”** means Water Services or Sewage Services or both;
- (kk) **“Utility Services Guidelines”** means those guidelines, procedures, protocols, requirements, specifications or standards adopted by the Chief Administrative Officer from time to time pursuant to Section 6 of this Bylaw;

- (ll) **“Violation Ticket”** has the same meaning as in the *Provincial Offences Procedure Act*;
- (mm) **“Water Conservation and Demand Management Measures”** means restrictions upon the use of water for non-essential purposes, including but not limited to: irrigation, watering livestock, washing of vehicles, driveways or sidewalks, and any other purpose where water is utilized externally to a building and on any certain day or for a certain time period;
- (nn) **“Water Main”** means those pipes installed for the conveyance of potable water within the County to which Service Connections may be connected;
- (oo) **“Water Service Line”** means that portion of a Service Connection owned by the County that extends from the Water Main to the property line of a Property that receives, or is to receive, Water Service;
- (pp) **“Water Services”** means the provision of potable water by the County to a Customer’s Property and associated services offered to the Customer under this Bylaw; and
- (qq) **“Water System”** means the Facilities used by the County to supply potable water to Customers, which is deemed to be a municipal public utility within the meaning of the *Municipal Government Act*.

PART II - PROVISION OF UTILITY SERVICES

Other Public Utilities Prohibited

- 2 No Person shall provide a service within the County that is similar in type to the Utility Services provided pursuant to this Bylaw unless authorized by Council

Terms and Conditions

- 3 All Utility Services shall be provided in accordance with Schedules “A”, “B”, “C” and “D” as applicable.

Rates and Fees

- 4
 - (1) The County will provide Utility Services to Customers within the County at the rates, fees or other charges specified in the Master Rates Bylaw as may be amended by the Council by bylaw from time to time.
 - (2) Subject to subsection (3), additional services provided by the County to a Customer will be billed to the Customer in accordance with an agreement between the Customer and the County.

(3) Additional costs arising from:

- (a) requirements or requests for specific non-routine services not more particularly described in this section or the acts or omissions of any particular Customer or defined group of Customers, or
- (b) repairs or remedies of any loss or damage to Facilities or other property that is caused by a Customer or any other party for whom a Customer is responsible in law, including, without limitation, any costs or damages described in any judgment of a court in the County 's favour; and
- (c) may, at the Chief Administrative Officer's sole option (and in addition to any other legally available remedies), be added to a Customer's Account as an additional amount due and payable by the Customer to the County.

Service Connection Fees and Costs Information

1 The Customer is responsible for paying the actual cost incurred by the County in providing and installing the Water Service Line or Sewer Service Line or both, as applicable, as well as any extension of a Water Main or Sewer Main which may be required to connect the Water Service Line or Sewer Service Line, as the case may be. Payment of any and all connection fees/costs charged by the County in respect of connection to the Water System or the Sewer System, and the receipt of the Utility Services, shall be paid as follows:

- (1) in respect of the construction of the extension of a Sewer Service Line or Sewer Main, in full prior to commencement of construction of the Sewer Service Line or Sewer Main;
- (2) in respect of the construction of the extension of a Water Service Line or Water Main:
 - (a) in full prior to commencement of construction of the extension of the Water Service Line or Water Main; OR
 - (b) 50% of the estimated costs prior to commencement of construction of the extension of a Water Service Line or Water Main, and the balance of the costs prior to connection of the water Service Connection and/or commencement of the Water Services; OR
 - (c) paid by additional equal monthly fee/rate rider concurrently with all other service fees or charges, for a period of Sixty (60) months calculated on the actual costs of construction, as an additional cost of service to the Customer not applicable to any other customers;

at the option of the Customer.

The Customer will be required to enter into a customer service application and agreement satisfactory to the Chief Administrative Officer, addressing the construction, costs and payments. Without restricting the service application and agreement, if the monthly fee/rate rider is selected the Customer shall ensure that any purchaser or transferee of the Customer's Property agrees to assume the outstanding balance and fee/rate rider, failing

which the Customer shall pay out the balance of the unpaid fee/rate rider. A notice of the fee/rate rider and presence of outstanding balance of costs of construction may be registered on title to the Customer's Property by caveat.

Utility Services Guidelines

5

- (1) Subject to subsection (2), the Chief Administrative Officer may adopt, amend, repeal and replace Utility Services Guidelines from time to time as the Chief Administrative Officer deems advisable.
- (2) Utility Services Guidelines must not be inconsistent with this Bylaw and, in the event of an inconsistency, this Bylaw shall prevail.
- (3) Without limiting the generality of subsection (1), Utility Service Guidelines may deal with any or all of the following subject matters:
 - (a) procedures or requirements that a Customer must comply with before a Service Connection is installed or activated, or before Utility Services are provided, or as a condition of ongoing provision of Utility Services;
 - (b) Customer Accounts, including, without limitation, provisions or requirements concerning: opening an Account, making payments on an Account, consequences for failure to pay Accounts in full, lost bills, dishonored cheques, collection of delinquent Accounts, adjusting improperly billed Accounts, Utility Services application fees, handling of confidential Customer Account information, closing an Account, and any other matter relating to Customer Accounts;
 - (c) measurement of water consumption, including without limitation provision or requirements concerning: meter inspection and testing, meter settings, chambers and installations, meter reading, disputes concerning meter data, estimates of consumption or Subsidiary Meters, remote meter reading devices, relocation of meters, access for meter readers, and adjustments to bills when meters have malfunctioned;
 - (d) procedures or requirements concerning investigating Customer complaints and concerns;
 - (e) procedures or requirements for provision of temporary Water Services, including without limitation Water Services provided during the construction phase of a development;
 - (f) procedures or requirements that a Customer must comply with in order to access a County bulk water station;
 - (g) procedures or requirements for upgrading, re-sizing, relocating or otherwise changing a Service Connection, whether at the instigation of the County or at the request of a Customer;
 - (h) the turn-on and turn-off of Water Services, whether at the instigation of the County or at the request of a Customer; and

- (i) supply of water for firefighting purposes, including without limitation procedures or requirements concerning the maintenance of public and private fire hydrants and permissible use of water from fire hydrants.

Notices

- 6 In any case in which written notice is required to be provided to a Customer pursuant to this Bylaw, the Chief Administrative Officer may serve notice:
 - (a) personally;
 - (b) by e-mail if the Customer has consented to receive documents from the County by e-mail and has provided an e-mail address to the County for that purpose;
 - (c) by mailing or delivering a copy of the notice to the last known address of the Customer as disclosed in the County's assessment roll for the Property; or
 - (d) if the Customer does not answer the door, by placing the written notice on the door of the Property.

Authority of the Chief Administrative Officer

- 7 Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer is authorized to, in accordance with this Bylaw and all other applicable laws:
 - (a) take any steps and carry out any actions required to give effect to, and enforce, the provisions of this Bylaw;
 - (b) establish forms for the purpose of this Bylaw; and
 - (c) delegate any powers, duties or functions under this Bylaw to an employee of the Municipality.

PART III – ENFORCEMENT

Offence

- 8 A Person who contravenes any provision of this Bylaw is guilty of an offence.

Continuing Offence

- 9 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a Person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

Vicarious Liability

- 10 For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

Corporations and Partnerships

11

- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

12

- (1) A Person who is guilty of an offence is liable to a fine in an amount not less than \$100.00 and not exceeding \$10,000.00.
- (2) Without restricting the generality of subsection (1) the fine amounts established for use on Municipal Tags and Violation Tickets, if a voluntary payment option is offered, are as set out in the Master Rates Bylaw.

Municipal Tag

13

- (1) A Peace Officer is hereby authorized and empowered to issue a Municipal Tag to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- (2) A Municipal Tag may be issued to such Person:
 - (a) either personally; or
 - (b) by mailing a copy to such Person at his last known post office address.
- (3) The Municipal Tag shall be in a form approved by the Chief Administrative Officer and shall state:

- (a) the name of the Person;
- (b) the offence;
- (c) the specified penalty established by this Bylaw for the offence;
- (d) that the penalty shall be paid within thirty (30) days of the issuance of the Municipal Tag; and
- (e) any other information may be required by the Chief Administrative Officer.

Payment in Lieu of Prosecution

- 14 Where a Municipal Tag is issued pursuant to this Bylaw, the Person to whom the Municipal Tag is issued may, in lieu of being prosecuted for the offence, pay to the County the penalty specified within the time period indicated on the Municipal Tag.

Violation Ticket

15

- (1) If a Municipal Tag has been issued and if the specified penalty has not been paid within the prescribed time, then a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
- (2) Notwithstanding subsection (1), a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- (3) Subject to the *Provincial Offences Procedure Act* and the regulations thereunder, if a Violation Ticket is issued in respect of an offence, the Violation Ticket may;
 - (a) specify the fine amount established by this Bylaw for the offence; or
 - (b) require a Person to appear in court without the alternative of making a voluntary payment.

Voluntary Payment

16 A Person who commits an offence may:

- (a) if a Violation Ticket is issued in respect of the offence; and
- (b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

Obstruction

17 No Person shall obstruct, hinder or impede any authorized representative of the County in the exercise of any of their powers or duties pursuant to this Bylaw.

PART IV - GENERAL

Schedules

18

1. The following schedules are included in, and form part of, this Bylaw:
 - (a) Schedule "A" – General Terms and Conditions of Utility Services;
 - (b) Schedule "B" – Terms and Conditions of Water Services;
 - (c) Schedule "C" – Terms and Conditions of Sewage Services; and
- 2 The following schedule contains a list of Minimum Engineering Design Standards, Utility Services Guidelines and forms adopted by the Chief Administrative Officer from time to time. This schedule is for reference purposes only, is subject to change without notice, and does not form part of this Bylaw. The Chief Administrative Officer will cause this schedule to be kept up to date:
 - (a) Schedule "D" – Standards, Guidelines and Forms.

Severability

19 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

Repeal

20 This Bylaw repeals Bylaw #690-20.

Enactment

21 This Bylaw takes effect upon being passed.

Received First Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Received Second Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Councillor _____ moved to proceed to Third Reading
Carried Unanimously

Read a Third Time and Finally Passed this ____ Day of _____ 2025 on a motion of Councillor
Carried

Signed by the Chief Elected Official and Chief Administrative Officer this ____ Day of
2025.

Stanley Schulmeister, Reeve

Michael Simpson, Chief Administrative Officer

SCHEDULE "A"
GENERAL TERMS AND CONDITIONS OF UTILITY SERVICES

PART I - GENERAL WATER AND SEWAGE PROVISIONS

Duty to Supply

- 1) 1) The County having constructed, operated and maintained a Water System as a public utility shall continue, insofar as there is sufficient capacity and supply, to supply Water Services, upon such terms as Council considers advisable, to any Customer within the County situated along a County Water Main.
- 2) 2) The County having constructed, operated and maintained a Sewage System as a public utility shall continue, insofar as there is sufficient capacity and supply, to supply Sewage Services, upon such terms as Council considers advisable, to any Customer within the County situated along a County Sewer Main.
- 3) 3) If there is no County Water Main or County Sewer Main adjacent to a Property, the County shall not be obliged to provide Utility Services to the Property but may, in its sole and unfettered discretion, agree to construct new Facilities or an extension to or modification of the Water System or Sewage System, or both, in order to supply Utility Services to the Property, subject to the Customer entering into a customer service application and agreement on terms acceptable to the County including, without limitation, the Customer agreeing to pay all costs associated with the construction of any new Facilities, extension to or modification of the Water System or Sewage System, or both, that may be required in order to supply Utility Services to the Property.
- 4) 4) All Utility Services provided by the County shall be provided in accordance with these Terms and Conditions, and these Terms and Conditions shall apply to and be binding upon all Customers receiving Utility Services from the County.

No Guarantee of Continuous Supply

- 2) 1) The County does not guarantee or warrant the continuous supply of potable water and the County reserves the right to change the operating pressure, restrict the availability of Water Services or to disconnect or shut-off Water Services, in whole or in part, with or without notice, in accordance with this Bylaw.
- 2) 2) Customers depending upon a continuous and uninterrupted supply or pressure of water or who require or have processes or equipment that require particularly clear or pure water shall provide such facilities, as they are considered necessary, to ensure a continuous and uninterrupted supply, pressure or quality of water required for this use. The County assumes no responsibility for same.
- 3) 3) The County does not guarantee or warrant the continuous capacity to collect, store and transmit Sewage and the County reserves the right to restrict the availability of Sewage

Services or to disconnect or shut-off Sewage Services, in whole or in part, with or without notice, in accordance with this Bylaw.

- 4) The County shall not be liable for damages, including losses caused by a break within the County's Water System or Sewage System or caused by the interference or cessation of water supply including those necessary or advisable regarding the repair or proper maintenance of the County's Water System or Sewage System, or generally for any accident due to the operation of the County's Water System or Sewage System or for the disconnection of a Service Connection or shut-off of a Utility Service, nor by reason of the water containing sediments, deposits, or other foreign matter.

PART II - SERVICE CONNECTIONS

Application for Service Connection

- 3)
 - 1) A Customer requesting Utility Services involving a new Service Connection shall apply to the Chief Administrative Officer by paying all associated fees and supplying information regarding the location of the Property to be served, the manner in which the Service Connection will be utilized, and any other information that may be reasonably required by the Chief Administrative Officer.
 - 2) Without limiting the generality of subsection (1), the Chief Administrative Officer may require a Customer, in conjunction with an application under subsection (1), to submit a water modelling application, in a form acceptable to or adopted by the Chief Administrative Officer, along with any associated fee, which application may be utilized to determine if the requested Service Connection is feasible.
 - 3) Upon receipt of all required application documents, information and fees, verification of the Customer's identity and the accuracy of the information, the Chief Administrative Officer will advise the Customer whether and on what terms the County is prepared to supply Utility Services to the Customer, the type and character of the Service Connection(s) it is prepared to approve for the Customer, and any conditions, including without limitation, payments by the Customer, that must be satisfied as a condition of installation of a Service Connection(s) and supply of Utility Services.

Easements and Rights-of-Way

- 4) At the request of the Chief Administrative Officer, the Customer shall grant or cause to be granted to the County, without cost to the County, such easements or rights-of-way over, upon or under Property owned or controlled by the Customer as the County may reasonably require for the construction, installation, maintenance, repair, and operation of the Water System or Sewage System.

Design and Engineering Requirements for Service Connections

- 5) Detailed requirements for engineering and construction of Service Connections are set out in the Engineering Design Standards, or as may be otherwise directed by the Chief

Administrative Officer. It is the Customer's responsibility to supply, at the Customer's cost, any plans and engineering reports pertaining to the Service Connection that the County may reasonably require, signed and sealed by a professional engineer.

Construction of Service Connections

- 6)
- 1) The County shall provide and install all Facilities up to the property line, subject to the terms of this Bylaw, including, without limitation, payments by the Customer.
 - 2) The Customer shall be responsible for, and shall bear all costs associated with, the installation and condition of the Private Water Line or Private Drainage Line and all other piping and equipment or other facilities of any kind whatsoever on the Customer's side of the property line and:
 - (a) shall ensure that the Customer's proposed Private Water Line or Private Drainage Line, as applicable receives approval from the County prior to construction;
 - (b) shall ensure that all work undertaken on behalf of the Customer is performed by qualified workers holding appropriate certifications, in accordance with this Bylaw and applicable requirements set out in the Engineering Design Standards and the Utility Services Guidelines; and
 - (c) shall not backfill the excavation until such time as the County has inspected and approved of the work.
 - 3) If an excavation is backfilled in contravention of subsection (2)(c), the Chief Administrative Officer may, in addition to any other rights and remedies that may be available to the County, require the Customer in question to dig out and expose the said work at the Customer's cost.

Repair and Maintenance of Private Drainage and Water Lines

- 1) 1) A Customer is responsible for the repair, maintenance and replacement of Private Drainage Lines and Private Water Lines located on the Customer's Property, and for all costs associated therewith.
- 2) The Chief Administrative Officer may require a Customer to perform work described in subsection (1) if the Chief Administrative Officer, in his or her discretion, considers such work to be necessary or desirable for the protection or proper operation of the Water System or Sewage System, as applicable.
- 3) Where the Chief Administrative Officer requires a Customer to perform work pursuant to subsection (2), the Chief Administrative Officer shall establish a deadline by which the work in question must be completed by the Customer.
- 4) If a Customer fails to complete, by the deadline established under subsection (3), all work required by the Chief Administrative Officer, to the satisfaction of the Chief Administrative Officer, the County may, at its option, and in addition to any other remedy available, enter onto the Customer's Property and perform the said work.
- 5) The Customer shall pay all costs incurred by the County in performing work pursuant to subsection (4).

Customer Responsibility for Service Connection

7)

- 1) The Customer assumes full responsibility for the proper use of any Service Connection and any Utility Services provided by the County and for the condition, suitability and safety of any and all devices or equipment necessary for receiving Utility Services that are located on the Customer's Property.
- 2) The Customer shall be responsible for determining whether the Customer requires any devices to protect the Customer's Property from damage that may result from the use of a Service Connection or Utility Services, or to protect the safety or reliability of the Water System or Sewage System. The Customer shall provide and install any such devices at the Customer's sole expense.

Compliance with Requirements and Use of Service Connection

8)

- 1) A Customer shall ensure that the Customer's facilities comply with the requirements of this Bylaw, all applicable statutes, regulations, codes, and standards and with the County's specifications.
- 2) A Customer shall not use a Service Connection or any Utility Service received in a manner so as to interfere with any other Customer's use of a Service Connection, or Utility Services.
- 3) A Customer who has breached subsection (2) shall, at the Chief Administrative Officer's request, take whatever action is required to correct such interference or disturbance at the Customer's expense.

Abandonment of Service Connection

- 9) Whenever a Customer wishes to abandon a Service Connection, the Customer shall first obtain approval from the Chief Administrative Officer for the method and location of abandonment and the Customer shall assume responsibility for all costs associated with the same.

Ownership of Facilities

10)

- (1) The County retains ownership of all Facilities necessary to provide Utility Services to a Customer, up to the property line, unless a written agreement between the County and a Customer specifically provides otherwise.

- (2) Payment made by a Customer for costs incurred by the County for supplying and installing Facilities does not entitle the Customer to ownership of any such Facilities, unless a written agreement between the County and the Customer specifically provides otherwise.

Access to Facilities

- 11)
 - 1) No Person shall obstruct or impede the County's free and direct access to any Facilities.
 - 2) A Customer shall be responsible for managing vegetation on the Property owned or controlled by the Customer to maintain adequate clearances and reduce the risk of contact with the County's Facilities.
 - 3) A Customer shall not install or allow to be installed on Property owned or controlled by the Customer any temporary or permanent structures that could interfere with the proper and safe operation of the County's Facilities or result in non-compliance with applicable statutes, regulations, standards or codes.
 - 4) Where a Customer contravenes any provision of this section and fails to remedy such contravention within ten (10) days after receiving from the Chief Administrative Officer a notice in writing to do so, then in addition to any other legal remedy available the Chief Administrative Officer may take any steps necessary to remedy the contravention and may charge any costs of doing so to the Customer's Account.

Interference with or Damage to Facilities

- 12) No Person shall interfere with or alter any Facilities or permit the same to be done by any Person other than an authorized agent of the County.

Protection of Facilities on Customer's Property

- 13) The Customer shall furnish and maintain, at no cost to the County, the necessary space and protective barriers to safeguard Facilities installed or to be installed upon the Customer's Property. If the Customer refuses, the Chief Administrative Officer may, at his or her option, furnish and maintain, and charge the Customer for furnishing and maintaining, the necessary protection. Such space and protective barriers shall be in conformity with applicable laws and regulations and subject to the Chief Administrative Officer's specifications and approval.

Customer to Pay Relocation Costs

- 14) The Customer shall pay all costs of relocating the County's Facilities at the Customer's request, if such relocation is for the Customer's convenience, or if necessary to remedy any violation of law or regulation caused by the Customer. If requested by the County, the Customer shall pay the estimated cost of the relocation in advance.

Prohibited Extension of Customer Owned Facilities

- 15) A Customer shall not extend or permit the extension of a Private Water Line, Private Sewer Line or any other Customer-owned piping, equipment or other assets that are connected directly or indirectly to the Water System or Sewage System, beyond the Property in respect of which they are used to supply Utility Services through a Service Connection.

PART III - UTILITY ACCOUNTS

Requirement for Account

- 16)
- (1) The Owner of a Property shall apply for an Account with the County, in a form acceptable to the County, and pay all applicable fees as a condition of obtaining Utility Services, regardless of whether the provision of services requires installation of a new Service Connection(s) or construction of any new Facilities.
 - (2) In the case of a Multiple Dwelling, the Chief Administrative Officer may require that a separate Account be opened in respect of each Dwelling, as applicable, within the Multiple Dwelling, regardless of the number of Service Connections associated with the Multiple Dwelling.
 - (3) Except as provided under this Bylaw, the County shall not grant Utility Services to, or open an Account in the name of, an Occupant that is not the Owner of the Property.
 - (4) Notwithstanding subsection (3) above, an Owner may request to have bills mailed to an Occupant that is not the owner of the Property under the Owner's name; however, the Owner of a Property where Utility Services are received shall be responsible for all services delivered or consumed and all fees, rates and charges levied for services delivered or consumed.
 - (5) If, notwithstanding subsection (3), Utility Services are currently being provided to an Occupant that is not the Owner of the Property, the Owner of the Property shall forthwith inform the County of this and apply for an Account with the County, failing which the County may deem an application to have been received from the Owner of the Property and open an Account in the Owner's name.
 - (6) Upon the change of ownership of a Property supplied with Utility Services, the new Owner shall apply for an Account with the County, failing which the County may deem an application to have been received from the new Owner of the Property and open an Account in the new Owner's name.

Security Deposits

- 17)
- (1) The Chief Administrative Officer may, in his or her sole discretion, at the time of a Customer's application for Utility Services or at any time thereafter require the Customer

to post a security deposit or increase an existing security deposit in circumstances that may include, without limitation, the following:

- i) the Customer making application for Utility Services has a credit rating that is not satisfactory to the County;
 - ii) the Customer has issued more than one cheque or pre-authorized debit that has been returned for non-sufficient funds in the previous 12 months;
 - iii) late payment by the Customer for Utility Services;
 - iv) the Customer is requesting Water Services to be reconnected after having previously been shut off for non-payment.
- (2) The Chief Administrative Officer may, in his or her sole discretion, determine that a Customer is not required to post a security deposit or is no longer required to maintain an existing security deposit, in circumstances that may include, without limitation, the following:
- i) the Customer has a good payment history with the County;
 - ii) where a result satisfactory to the County is obtained from an external credit check;
or
 - iii) where the Customer provides to the County an indemnity bond or irrevocable letter of credit from a financial institution satisfactory to the County.
- (3) A deposit made by a Customer shall be returned to the Customer when a Customer's Utility Services are terminated and the Customer's Account is closed. Where a Customer's Utility Services are terminated and the Customer's Account is closed for non-payment, prior to any refund, the security deposit will be applied to the balance owing by the Customer to the County.
- (4) The County is not obliged to pay interest on any security deposit held by the County to a Customer.

Obligation to Pay

18)

- (1) The Chief Administrative Officer may add to a Customer's Account the charges for all Utility Services provided by the County to the Customer, and the Customer is obligated to pay in full all such charges without reduction or set-off for any reason whatsoever, on or before the due date for the charges.
- (2) For greater certainty, non-receipt of a bill or invoice does not relieve a Customer from the obligation to pay for Utility Services provided.
- (3) No reduction in charges for Utility Services will be made for water supplied to or made available for use by any Customer because of any interruption due to any cause whatsoever of the water supply.
- (4) Billing shall be in accordance with the following:

- (a) The amount of the billing shall be based upon the rates, fees and charges set out in the Master Rates Bylaw.
 - (b) Customers shall be billed monthly, or at such frequency as may be determined by the Chief Administrative Officer, in his or her discretion;
 - (c) For rates, fees and charges that are based on water consumption, the water consumption through Service Connections shall be determined by the applicable Meter reading, obtained at such frequency as may be determined by the Chief Administrative Officer in his or her discretion, with a consumption estimate to be utilized in months for which no Meter reading is scheduled to occur;
 - (d) Where a Meter reading is not obtainable a water consumption estimate may, at the Chief Administrative Officer's discretion, be used.
- (5) Where, pursuant to any provision of this Bylaw, a Service Connection that provides a Utility Service to a Customer has been disconnected, or a Utility Service has otherwise been shut-off or discontinued, the Customer shall continue, for the duration of the disconnection, shut-off or discontinuance of service, to be obligated to pay all applicable non-consumption related rates, fees and charges set out in this Bylaw, including, without restriction, all applicable flat rate or fixed rate charges for Water Services and Sewer Services.
- (6) Payment on Accounts may be made to the County at such locations designated, and under any payment methods approved by the Chief Administrative Officer from time to time.

Past Due Accounts

19)

- (1) A late payment charge shall be applied to all charges on a Customer's Account if the Customer's payment has not been received by the County by the due date. The Customer may also be charged a dishonored cheque charge for each cheque returned for insufficient funds.
- (2) Any charge on a Customer's Account remaining unpaid after the due date will be in arrears and constitute a debt owing to the County and is recoverable by any or all of the following methods, namely:
 - (a) by action, in any Court of competent jurisdiction;
 - (b) by disconnecting the Service Connection to the Customer or shutting-off a Utility Service, and imposing a re-connection fee prior to re-establishing Utility Services;
 - (c) by the Chief Administrative Officer adding the outstanding Account balance to the tax roll of an Owner of a Property in accordance with the *Municipal Government Act*.

Shut-off without Notice

20) If the Chief Administrative Officer believes there is any actual or threatened danger to life or Property, or in any other circumstances the nature of which, in the Chief Administrative Officer's sole judgment, requires such action, the Chief Administrative Officer has the right to withhold connection, disconnect a Service Connection or shut-off a Utility Service without prior notice to the Customer.

Shut-off with Notice

21) The Chief Administrative Officer may withhold connection, disconnect a Customer's Service Connection or shut-off a Utility Service (without prejudice to any of the County's other remedies) after providing forty-eight (48) hours advance notice to the Customer, as applicable, in the following circumstances:

- (a) if the Customer neglects or refuses to pay when due any amounts required to be paid under this Bylaw, which amount is not the subject of a good faith dispute;
- (b) as required by law;
- (c) if the Customer is in violation of any provision of this Bylaw or any agreement between the Customer and the County for the provision of Utility Services; or
- (d) any other similar circumstances to those described above that the Chief Administrative Officer determines, in his or her sole discretion, acting reasonably require the withholding, disconnecting or shut-off of service upon forty-eight (48) hours' notice.

Customer Requested Shut-off

22)

- (a) A Customer who is the Owner of a Property that receives Utility Services through a Service Connection may request, in writing, that the County temporarily shut-off a Utility Service provided to the Property;
- (b) A Customer who requests shut-off of a Utility Service under subsection (1) must pay all applicable fees or charges provided for in this Bylaw.
- (c) Upon receipt of a valid request under subsection (a), and all applicable fees and charges under subsection (b), the Chief Administrative Officer may shut-off the Utility Service in question.

Reconnection of Service

23) Before the County reconnects or restores Utility Services, the Customer shall pay:

- (a) any amount owing to the County for the provision of Utility Services;
- (b) the applicable reconnection charges; and

- (c) any applicable security deposit.

The County's Right of Entry

24)

- (1) As a condition of receipt of Utility Services and as operational needs dictate, authorized representatives of the County shall have the right to enter a Customer's Property at all reasonable times, or at any time during an Emergency, for the purpose of:
 - (a) installing, inspecting, maintaining, replacing, testing, monitoring, reading or removing any facilities associated with the Water System or Sewage System;
 - (b) investigating or responding to a Customer complaint or inquiry;
 - (c) conducting an unannounced inspection where the Chief Administrative Officer has reasonable grounds to believe that unauthorized use of water or interference with Facilities, including but not limited to a Meter, has occurred or is occurring; and
 - (d) for any other purpose incidental to the provision of Utility Services.
- (2) The Chief Administrative Officer will make reasonable efforts to notify the Customer in advance of entering a Customer's property or to notify any other Person who is at the Customer's property and appears to have authority to permit entry, except:
 - (a) in cases of an Emergency;
 - (b) where entry is permitted by order of a court or other authority having jurisdiction;
 - (c) where otherwise legally empowered to enter;
 - (d) where the purpose of the entry is in accordance with subsection (1)(c) above.
- (3) The Customer shall pay a no access fee sufficient to cover the County's reasonable out-of-pocket and administrative costs, if the County's lawful entry to a Customer's Property is prevented or hindered, whether by a Customer not keeping a scheduled appointment or for any other cause.

Removal of County Facilities

- 25) Where any Customer discontinues Utility Services furnished by the County, or the County lawfully refuses to continue any longer to supply it, any authorized representative of the County may at all reasonable times enter the Customer's Property to remove any Facilities in or upon such Property.

False Information

- 26) No Person shall supply false information or make inaccurate or untrue statements in a document or information required to be supplied to the County pursuant to this Bylaw.

SCHEDULE "B"

TERMS AND CONDITIONS OF WATER SERVICES

PART I - GENERAL WATER SERVICES PROVISIONS

Water Conservation and Demand Management Measures

1

- (1) The Chief Administrative Officer may, at such times and for such lengths of time as is considered necessary or advisable, implement Water Conservation and Demand Management Measures to restrict water usage in any or all parts of the County.
- (2) All water restrictions shall be duly advertised by posting on the County's website or by use of local media, printed or otherwise, prior to taking effect.
- (3) No Person shall contravene the terms or conditions of any Water Conservation and Demand Management Measures, without first obtaining the Chief Administrative Officer's authorization.

Requirement to Connect to Water System

2

- (1) Subject to subsection (2), all new development, including redevelopment, on Property adjacent to a County Water Main must connect to the Water System prior to occupancy.
- (2) The Chief Administrative Officer may, in his or her discretion, exempt a given development from the connection requirement established by subsection (1) in circumstances that may include, without limitation, the following:
 - (a) use of the development for its intended purpose does not require a supply of potable water,
 - (b) the development has unusual characteristics that might adversely affect the quality of Water Services supplied to other Customers, public health or safety, the health or safety of County personnel, or the safety or reliability of any other Facilities, or
 - (c) the development has special potable water needs and requires a continuous and uninterrupted supply or pressure of potable water or a particularly clear or pure water, or both, which the County is unable to supply.
- (3) Where an exemption has been granted under subsection (2), the Chief Administrative Officer may, at any time after the granting of the exemption, require that the Property in question be connected to the Water System within an alternate timeframe prescribed by the Chief Administrative Officer.
- (4) If an Owner fails to take all required steps to connect the Owner's Property to the Water System when required, by this section, to do so, the County may enter onto the Property in question and, at the Owner's sole expense, take any and all steps that the County

considers necessary to connect that Property to the Water System, including, without restriction, constructing a Private Water Line and related facilities on the Property.

Alternate Water Supply

3

- (1) Subject to subsection (2), once a Property is connected to the Water System,
 - (a) no Person shall allow water to be supplied to that Property by way of a well, spring or other source of water supply that is not connected to the Water System; and
 - (b) any existing well, spring or other source of water supply not connected to the Water System, that is located on that Property, shall be decommissioned by the Owner, at the Owner's expense, in accordance with all applicable laws and regulations.
- (2) The Chief Administrative Officer may allow a Person to maintain an alternate source of water supply subject to such terms and conditions as the Chief Administrative Officer deems necessary, which may include, without limiting the generality of the foregoing, restrictions on the period of time for which an alternate source of water supply may be used and the purposes for which it may be used.
- (3) No Person who has been granted permission by the Chief Administrative Officer to maintain an alternate water supply under this section shall allow the alternate source of water to be connected, directly or indirectly, to the Water System.

Resale and Supply of Water

- 4 No Person shall, unless authorized by the Chief Administrative Officer in writing:
- (a) resell water obtained from the Water System to any other Person;
 - (b) supply water obtained from the Water System to any Person who intends to sell the water; or
 - (c) supply water from the Water System to any Property that could be supplied with water through its own Service Connection.

Unauthorized Use of Water

5

- (1) No Person shall use water from the Water System, or allow water obtained from the Water System to be used:
 - (a) in a manner that will impede water use by other Customers;
 - (b) in a manner that is wasteful;
 - (c) unless an Account has been opened by the Customer;

- (d) unless the water has first passed through a Meter, except in a case where, pursuant to this Bylaw, unmetered supply of water is specifically authorized; or
 - (e) in any other unauthorized manner.
- (2) If the Chief Administrative Officer finds an unauthorized use of water including, without restriction, as a result of any tampering with a Meter or other Facilities, the Chief Administrative Officer may make such changes in the County's Meters, appliances, or other Facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the Facilities, and also to ensure the safety of the general public.
- (3) Upon finding an unauthorized use of water, the Chief Administrative Officer may immediately disconnect the Service Connection or shut-off the water supply, without notice, and shall charge the Person all costs incurred in correcting the condition, in addition to any other rights and remedies that may be available to the County.
- (4) A Person that uses water in contravention of this section shall pay the following charges:
- (a) the applicable rate for the water used and, where necessary, based on an estimate by the Chief Administrative Officer of the amount of water used in contravention of this section;
 - (b) all costs incurred by the County in dealing with the contravention; and
 - (c) any other applicable fees or charges provided for in this Bylaw.

Authorizations and Approvals for Private Water Line

6

- (1) The Customer shall be responsible for obtaining all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Water Line.
- (2) The County shall not be required to commence Water Services to a Property unless and until the Customer has complied with the requirements of all governmental authorities, permits, certificates, licenses, inspections, reports and other authorizations, all right-of-way agreements, and all of the County's requirements applicable to the installation and operation of the Private Water Line. The County reserves the right, but is not obligated, to verify that all necessary authorizations have been obtained by the Customer.

Temporary Water Services

- 7 The County may provide temporary Water Services wherever practicable to a Customer for purposes of facilitating construction of a new development. The Customer will pay a rate, charge or fee for such Water Services as specified in this Bylaw. A Customer who is receiving temporary Water Services for the construction phase of a development ceases to be entitled to take temporary Water Services at the construction rate and is required to apply for permanent metered Water Services when
- (a) a County final inspection is issued for the development; or

- (b) the development is being used for its intended purpose;

whichever event occurs first.

Bulk Water

8

- (1) The County may, at its discretion, make water available for sale at County bulk water stations.
- (2) The County is not obligated to supply water at its bulk water stations and the supply of water may be discontinued or interrupted for any reason.
- (3) Unless a coin-operated system is available, all purchases of bulk water at County bulk water stations must be pre-paid and will require an Account and an access number assigned by the County.
- (4) A Customer requesting access to a County bulk water station may apply to the County for a bulk water Account by:
 - (a) supplying any information that may be reasonably required by the Chief Administrative Officer,
 - (b) paying any applicable fee or charge established by the County including, without restriction, a fee payable to obtain a bulk water station access number; and
 - (c) loading the Customer's Account through pre-paying for a supply of bulk water in such volume as the Customer may require from time to time.
- (5) No Person, other than a Customer with a bulk water Account in good standing, shall access or draw water from a County bulk water station without prior County authorization.
- (6) The Chief Administrative Officer shall deduct from a Customer's pre-paid bulk water Account the charges for all Utility Services provided by the County to the Customer based upon the rates, fees and charges set out in this Bylaw, including, without restriction, Schedule "D".
- (7) A Customer may be charged a dishonored cheque charge for each cheque returned for insufficient funds when attempting to load the Customer's Account.
- (8) Any charge on a Customer's bulk water Account remaining unpaid after the due date will be in arrears and constitute a debt owing to the County and is recoverable, by action, in any Court of competent jurisdiction. If an Account remains unpaid after the due date, the County may, in addition to any other remedy, revoke the Customer's pin code access to the County's bulk water stations and close the Customer's bulk water Account.

PART II - WATER METERS

Provision and Ownership of Meters

9

- (1) All water supplied by the County through each Service Connection shall be measured by one Meter unless the Chief Administrative Officer, in his or her sole discretion, has specified otherwise. A separate Curb Stop must be installed for each Meter.
- (2) The County shall, at the Customer's sole cost, supply and install one or more Meters for the purpose of measuring the volume of water delivered to a Customer by way of a Service Connection. Each Meter shall remain the sole property of the County, notwithstanding the Customer has paid the County's costs of supply, unless the Chief Administrative Officer and the Customer have expressly agreed in writing otherwise.
- (3) In the case of new construction on Property adjacent to a Water Main, a Customer's Property may only be occupied after the Meter is installed and an Account opened.
- (4) Every Property located within a hamlet of the County that receives Water Services shall have a Meter installed to measure the water supplied by the County through each Service Connection, in accordance with subsection (2).

Responsibilities of Customer

10

- (1) Each Customer shall ensure that a location on the Customer's Property for Meter installation is provided, and that access to the Meter is provided for the purpose of reading or servicing the Meter, in accordance with all applicable Water Service Guidelines.
- (2) Each Customer shall provide adequate protection for the Meter supplied by the County against freezing, heat or any internal or external damage.
- (3) When a Meter is damaged due to frost, heat or any other condition or means against which the Customer neglected to provide adequate protection, the cost of removal and repair or replacement of the Meter shall be borne by the Customer.

General Meter Restrictions

11

- (1) No Person, other than an authorized agent of the County, shall install, test, remove, repair, replace, or disconnect a Meter.
- (2) No Person shall break, tamper, or interfere with any Meter including, without restriction, any seal attached thereto.
- (3) If a Meter is lost, damaged or destroyed, the Customer shall pay for the entire cost of the Meter removal, repair and reinstallation or for the cost of replacing the Meter.
- (4) No Person shall obstruct or impede direct and convenient access to Meters for the purpose of inspection, removal, repair, replacement or reading.

Subsidiary Meters

12

- (1) A Customer may, for the Customer's own benefit, and at the Customer's own cost, install a Subsidiary Meter between the Meter supplied by the County and the point of use of the water supplied, provided that the County shall under no circumstances be required to maintain or read a Subsidiary Meter installed under this section.
- (2) All Subsidiary Meters shall remain the property of the Owner.
- (3) Where, in the opinion of the Chief Administrative Officer, a Subsidiary Meter has been installed in a manner so as to interfere with the operation of or access to the County's Meter, the Chief Administrative Officer may direct, in writing, that the Customer relocate or remove the Subsidiary Meter within a time frame selected by the Chief Administrative Officer.

Access to Meters

- 13 The Chief Administrative Officer may, at any reasonable time, read, inspect, remove, repair, replace or test a Meter installed on Property owned or controlled by the Customer.

Remote Meter Reading

14

- (1) In this section,
 - (a) "Remote Reading" means a Meter reading obtained by the County electronically, without physically travelling to the location of a Meter and viewing it in-person; and
 - (b) "In-Person Reading" means a Meter reading obtained by the County by physically travelling to the location of a Meter and viewing it in-person.
- (2) Without limiting the generality of section 13 of this Schedule, the Chief Administrative Officer may, in his or her discretion, and at the Customer's sole cost, alter or replace a Meter so as to make the Meter capable of being read remotely.
- (3) Where a Meter is capable of being read remotely, the County may, in its discretion, read the Meter by way of either a Remote Reading or In-Person Reading.
- (4) In the event of an inconsistency between a Remote Reading and In-Person Reading, obtained at a specific point in time, the In-Person Reading shall prevail.

Meter Readings

- 15 Where 3 consecutive estimated Meter readings have been used for billing purposes due to the Meter not being read by an authorized representative of the County as a result of the Customer failing to provide or allow the County access to the Meter during a billing period:
- (a) a notice may be left at the Customer's address requesting the Customer to contact the Chief Administrative Officer within two (2) working days, advising of the date and time that the Chief Administrative Officer will be able to have access to the Meter for the purpose of obtaining an actual Meter reading; or
 - (b) in the case where the Customer does not contact the Chief Administrative Officer within two (2) working days, the County may disconnect the Service Connection or shut-off Utility Services, without any further notice, until such time as an actual Meter reading can be obtained.

Meter Testing

16

- (1) At the request of a Customer, the Chief Administrative Officer shall arrange for on-site Meter verification and, if necessary, shall arrange for a Meter to be tested by a person qualified to perform such work. If, upon verification or testing or both, the Meter is found to be recording accurately, which for this purpose is defined as recording between 98.5% and 101.5% of actual consumption, then the Customer shall pay all applicable fees and charges for this service.
- (2) If the Meter is found to be recording inaccurately, as defined above:
 - (a) the Chief Administrative Officer will repair or replace the Meter and the cost, along with the costs of verification and testing, shall be borne by the County; and
 - (b) subject to subsection (3), the Account based on the readings of that Meter during the period of 3 months immediately preceding the date of the test or calibration shall be corrected to reflect the error in the Meter and the Customer shall pay, or shall be refunded, as the case may be, the amount so determined, which payment or refund shall be accepted by both the County and the Customer in full settlement of any claim that may arise out of the error in the Meter.
- (3) The Chief Administrative Officer may at any time inspect or test any Meter, on its own initiative, regardless of whether the Customer has requested inspection or testing. In such case no fees or charges are payable by the Customer.

Circumvention of Meter

17

- (1) If under any circumstances, a Person other than an authorized agent of the County prevents a Meter from accurately recording the total volume of water supplied, the County may disconnect the Service Connection, shut-off Utility Services or take other appropriate actions to ensure access to accurate Meter data or both.

- (2) The Chief Administrative Officer may then estimate the demand and amount of water supplied but not recorded by the Meter at the Service Connection. The Customer shall pay the cost of the estimated water consumption plus all costs related to the investigation and resolution of the matter.

PART III - FIRE PROTECTION

Use of Water from Fire Hydrants

18

- (1) Unless authorized by the Chief Administrative Officer, no Person shall operate or interfere with a fire hydrant, whether owned by the County or privately owned, except as necessary for firefighting purposes.
- (2) A Customer requesting authorization to use water from a County owned fire hydrant shall apply to the Chief Administrative Officer by paying all associated fees and supplying information regarding the location of the fire hydrant to be accessed, the manner in which it will be used, and any other information that may be reasonably required by the Chief Administrative Officer.
- (3) The Chief Administrative Officer will advise the Customer whether and on what terms the County is prepared to authorize use of a County owned fire hydrant and any conditions, including without limitation, payments by the Customer, that must be satisfied as a condition of using a County owned fire hydrant.

Interference with Fire Hydrants

19

- (1) No Person shall do anything to obstruct access to, or interfere with the operation of, a fire hydrant.
- (2) Each Customer who owns Property on which a fire hydrant is located or Property that is adjacent to Property on which a fire hydrant is located shall maintain a clearance of at least 3 feet around a fire hydrant and shall not permit anything to be constructed, erected, placed or planted within that minimum clearance.

Private Fire Protection Equipment

20

- (1) In this section "Private Fire Protection Equipment" means equipment, infrastructure or facilities, not owned by the County, which is located on a Customer's Property and is intended to be used to provide fire protection, including, without limiting the generality of the foregoing, private fire hydrants, fire sprinklers and outlets for fire hoses.
- (2) No Customer shall connect Private Fire Protection Equipment to the Water System without first applying for, and obtaining, the written approval of the Chief Administrative Officer.

- (3) A Person applying for approval under subsection (2) shall pay any applicable fee and provide the Chief Administrative Officer with all information that the Chief Administrative Officer may require.
- (4) The Chief Administrative Officer may, in his or her discretion, acting reasonably, approve or reject an application under subsection (2) and may, in granting an approval, impose conditions or requirements on the Customer, which may include, without restriction, a requirement that a separate Service Connection be constructed and installed, at the Customer's sole cost, for the purpose of supplying the Private Fire Protection Equipment.
- (5) The County does not guarantee or warrant that the Water System, or any portion thereof, will be capable of connecting to and/or adequately supplying Private Fire Protection Equipment on a Customer's Property and, without limiting the authority of the Chief Administrative Officer under subsection (4), an application under subsection (2) may be rejected if the Chief Administrative Officer determines that the Water System, or portion thereof, is not capable of connecting to or adequately supplying the proposed Private Fire Protection Equipment.
- (6) A separate Service Connection for fire protection that is installed pursuant to subsection (4) shall only be utilized to supply water for fire protection purposes.
- (7) Where a separate Service Connection for fire protection is required pursuant to subsection (4), the Chief Administrative Officer may require that a separate Meter be installed on that Service Connection at the sole expense of the Customer.
- (8) A Customer that installs Private Fire Protection Equipment is responsible for complying with any applicable laws and regulations that relate to the installation, operation and maintenance of that Fire Protection Equipment.
- (9) A Customer shall ensure that all Private Fire Protection Equipment located on the Customer's Property maintains an adequate volume, pressure and flow rate of water required for firefighting purposes.
- (10) The Chief Administrative Officer may, at any reasonable time, inspect and test Private Fire Protection Equipment.

PART IV - CROSS CONNECTIONS

Cross Connections

21

- (1) No Person shall install, or allow to exist, any Cross Connection that could cause or allow drinking water in any part of the Water System to become contaminated or polluted in any way.
- (2) Where the Chief Administrative Officer determines that there exists a Cross Connection prohibited by this section, the Chief Administrative Officer shall give notice to the Customer to correct the Cross Connection at the expense of the Customer within the time specified in the notice and may, in addition to any other legal remedy, immediately disconnect the

Service Connection or shut-off the water supply for such time as the prohibited Cross Connection continues.

Cross Connection Control Devices

22

- (1) The Chief Administrative Officer may, in his or her discretion, require any Customer to install, at the Customer's expense, one or more Cross Connection Control Devices on Private Water Lines servicing the Customer's Property, in locations approved by the Chief Administrative Officer.
- (2) A Customer is responsible, at the Customer's expense, for ensuring that Cross Connection Control Devices located on the Customer's Property are installed, and regularly inspected, repaired and maintained, by a Person certified and qualified to install, inspect, repair and maintain Cross Connection Control Devices.

PART V - OTHER FACILITIES

Operation of Curb Stops

23

- (1) No Person, other than an authorized representative of the County, shall operate a Curb Stop on any Property.
- (2) No Person shall interfere with, damage or obstruct access to any Curb Stop.

Boilers

- 24 Where a boiler is supplied with water from the Water System, the Customer shall ensure that a safety valve or other appropriate device is installed to prevent danger from collapse or explosion if water supply to the Customer is disconnected or otherwise discontinued.

SCHEDULE "C"

TERMS AND CONDITIONS OF SEWAGE SERVICES

Unauthorized Use of Sewage System

1

- (1) No Person shall use the Sewage System, or allow the Sewage System to be used:
 - (a) in a manner that will impede the Sewage System's use by other Customers;
 - (b) unless an Account has been opened by the Customer; or
 - (c) in any other unauthorized manner.
- (2) If the Chief Administrative Officer finds an unauthorized use of the Sewage System including without restriction any tampering with any of the Facilities, the Chief Administrative Officer may make such changes in its Facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the Facilities, and also to ensure the safety of the general public.
- (3) Upon finding an unauthorized use of the Sewage System, the Chief Administrative Officer may immediately disconnect the Service Connection or shut-off Sewage Services, without notice, and shall charge the Person all costs incurred in correcting the condition, in addition to any other rights and remedies that may be available to the County.
- (4) A Person that uses the Sewage System in contravention of this section shall pay the following charges:
 - (a) the applicable rate for the Sewage Services used based on an estimate by the Chief Administrative Officer of the value the contravention of this section;
 - (b) all costs incurred by the County in dealing with the contravention; and
 - (c) any other applicable fees or charges provided for in this Bylaw.

Requirement to Connect to Sewage System

2

- (1) Subject to subsection (2), all new development, including redevelopment, on Properties adjacent to a Sewer Main must connect to the Sewage System prior to occupancy.

- (2) The Chief Administrative Officer may, in his or her discretion, exempt a given development from the connection requirement established by subsection (1), in circumstances that may include, without limitation, the following:
 - (a) use of the development for its intended purpose will not generate any sewage, or
 - (b) the development has unusual characteristics that might adversely affect the quality of Sewer Services supplied to other Customers, public health or safety, the health or safety of County personnel, or the safety or reliability of any other Facilities.
- (3) Where an exemption has been granted under subsection (2), the Chief Administrative Officer may, at any time after the granting of the exemption, require that the development in question be connected to the Sewage System within an alternate timeframe prescribed by the Chief Administrative Officer.
- (4) If an Owner fails to take all required steps to connect the Owner's Property to the Sewage System when required, by this section, to do so, the County may enter onto the Property in question and, at the Owner's sole expense, take any and all steps that the County considers necessary to connect that Property to the Sewage System, including, without restriction, constructing a Private Drainage Line and related facilities on the Property.
- (5) The Owner of a Property in respect of which the Chief Administrative Officer has provided an exemption under subsection (2) shall install, at the Owner's expense, a Private Sewage Disposal System that meets the approval of the Chief Administrative Officer, unless paragraph (2)(a) applies.
- (6) An Owner who installs a Private Sewage Disposal System pursuant to subsection 5) shall be responsible for obtaining, and complying with, all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Sewage Disposal System, and for complying with all applicable laws and regulations.

Alternate Sewage System

3

- (1) Subject to subsection (2), once a Property is connected to the Sewage System,
 - (a) no Person shall, unless authorized in writing by the Chief Administrative Officer, continue to use any Private Sewage Disposal System located on that Property for the collection or disposal of Sewage; and
 - (b) any existing Private Sewage Disposal System that is located on the Property shall be decommissioned, at the Owner's expense, in accordance with all applicable laws and regulations.
- (2) The Chief Administrative Officer may allow a Person to maintain a Private Sewage Disposal System subject to such terms and conditions as the Chief Administrative Officer deems necessary, which may include, without limiting the generality of the foregoing,

restrictions on the period of time for which the Private Sewage Disposal System may be used and the purposes for which it may be used.

- (3) No Person who has been granted permission by the Chief Administrative Officer to maintain a Private Sewage Disposal System shall allow that alternate facility to be connected, directly or indirectly, to the Sewage System.

Authorizations and Approvals for Private Sewer Line

4

- (1) The Customer shall be responsible for obtaining all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Sewer Line.
- (2) The County shall not be required to commence Sewage Services to a Property unless and until the Customer has complied with the requirements of all governmental authorities, permits, certificates, licenses, inspections, reports and other authorizations, all right-of-way agreements, and all of the County's requirements applicable to the installation and operation of the Private Sewer Line. The County reserves the right, but is not obligated, to verify that all necessary authorizations have been obtained by the Customer.

Discharge into Sewage System

5

- (1) Except as agreed to in writing by the Chief Administrative Officer, no Person shall discharge or permit to be discharged into the Sewage System any matter other than domestic Sewage resulting from normal human living processes.
- (2) For greater certainty, and without in any way restricting subsection (1), no Person shall discharge or permit to be discharged into the Sewage System:
 - (a) any matter containing Hazardous Waste;
 - (b) any substance that may cause the County to be in violation of any regulatory or operating licence, approval or permit for the Sewage System;
 - (c) any flammable liquid or explosive matter which, by itself or in combination with any other substance, is capable of causing or contributing to an explosion or supporting combustion, including, without restriction, hydrocarbon substances such as gasoline and diesel fuel;
 - (d) any matter which, by itself or in combination with any other substance, is capable of obstructing the flow of or interfering with the operation or performance of the Sewage System including, without restriction, grease and solid substances such as sand, grit, mud, plastics, rags, sanitary napkins and wet wipes;
 - (e) any matter with corrosive properties which, by itself or in combination with any other substance, may cause damage to the Sewage System;
 - (f) any substance having a pH of less than 5.5 or greater than 10;

- (g) pharmaceuticals;
- (h) corrosive or toxic substances, including, without restriction, pesticides and herbicides;
- (i) radioactive materials;
- (j) condensing water,
- (k) any heated water or other liquids of a temperature higher than eighty (80) degrees Celsius;
- (l) the contents of any privy vault, manure pit or cesspool;
- (m) the contents of a sump pump; or
- (n) storm water or surface water.

Commercial or Industrial Wastes

6

- (1) No Sewage or other matter resulting from any commercial, trade, industrial or manufacturing process shall be discharged or permitted to be discharged into the Sewage System unless prior approval has been granted by the Chief Administrative Officer and only then after any required pretreatment of the Sewage or other matter, as prescribed by the Chief Administrative Officer.
- (2) All necessary pretreatment equipment or works shall be installed by the Customer, at the Customer's sole expense, prior to the construction of the Service Connection and thereafter shall be continuously maintained and operated by the Customer.

No Dilution

- 7 No Person shall dilute or permit to be diluted any Sewage in order to enable its discharge in compliance with these Terms and Conditions.

Oil, Grease and Sand Interceptors

8

- (1) The Customer of any Property on which there is commercial or institutional food preparation shall provide a grease and oil interceptor on all fixtures that may release oil and grease.
- (2) The Customer of any industrial, commercial or institutional Property where vehicles or equipment are serviced, repaired, disassembled or washed shall provide a grease, oil and sand interceptor on all fixtures that may release grease, oil or sand.

- (3) The Chief Administrative Officer may require a Customer of any Property to install an interceptor if the Chief Administrative Officer, in its sole discretion, determines that an interceptor is required.
- (4) All interceptors shall be:
 - (a) of sufficient capacity and appropriate design to perform the service for which the interceptors are used;
 - (b) located to be readily accessible for cleaning and inspection; and
 - (c) maintained by the Owner.

Protection of Sewage System

9

- (1) No Person shall remove, damage, destroy, alter or tamper with any Facilities forming part of the Sewage System, except as authorized by the Chief Administrative Officer.
- (2) No Person shall interfere with the free discharge of any Sewer Main or part thereof, or do any act or thing that may impede or obstruct the flow to, or clog up, the Sewage System.
- (3) No Person shall connect any storm drain, weeping tile or sump pump to any portion of the Sewage System.
- (4) In case of a blockage, either wholly or in part, of the Sewage System by reason of negligence or the failure or omission to strictly comply with the provisions of this Bylaw, the Customer concerned or Person responsible shall be liable for all clogs and the cleaning of such blockages and for any other amount for which the County may be held liable for due to such blockages.

Hauled Sewage

10

- (1) No Person shall discharge or permit the discharge of hauled Sewage except at a hauled Sewage discharge location approved by the Chief Administrative Officer and only then in accordance with any terms and conditions imposed by the Chief Administrative Officer, including payment of applicable fees and charges.
- (2) If a hauled Sewage discharge location has been identified, by the County, as a Recreational Vehicle discharge or dump location, that location shall be used solely for the purpose of discharging Sewage from Recreational Vehicles, and no Person shall

discharge or permit the discharge, at that location, of Sewage from any vehicle, container, structure or thing other than a Recreational Vehicle.

Spills

11

- (1) Any Person who discharges or permits the discharge of any Sewage or other matter contrary to this Bylaw shall, immediately after becoming aware of the discharge, notify:
 - (a) the Chief Administrative Officer and provide the following information:
 - i. name of the Person causing or permitting the discharge;
 - ii. location of the release;
 - iii. name and contact information of the Person reporting the discharge;
 - iv. date and time of the discharge;
 - v. type of material discharged and any known associated hazards;
 - vi. volume of the material discharged; and
 - vii. corrective action being taken, or anticipated to be taken, to control the discharge;
 - (b) the Owner of the Property, where the Person reporting the discharge is not the Owner and knows, or is readily able to ascertain the identity of the Owner; and
 - (c) any other Person whom the Person reporting knows or ought to know may be directly affected by the discharge.
- (2) The Person who discharged or permitted the discharge pursuant to subsection (1) shall, as soon as the Person becomes aware or ought to have become aware of the discharge, take all reasonable measures to:
 - (a) confine, remedy and repair the effects of the discharge; and
 - (b) remove or otherwise dispose of the matter in a lawful manner so as to minimize all adverse effects.

SCHEDULE "D"

STANDARDS, GUIDELINES AND FORMS

NOTE: *This schedule is for reference purposes only. This schedule does not form part of this Bylaw and may be amended without notice by the Chief Administrative Officer from time to time.*

1. Minimum Engineering Design Standards:

- (d) Policy ESU001 Engineering Design Guidelines & General Construction
- (e) Lacombe County Standards Manual Edition 3 (May 2017)

2. Forms:

- (a) Water Modeling Application
- (b) Bulk Water Pre-Pay Account
- (c) Water Connection Agreement

COUNTY OF PAINTEARTH NO.18**BYLAW #741-25****ROAD USE BYLAW**

BEING A BYLAW OF THE COUNTY OF PAINTEARTH NO.18, IN THE PROVINCE OF ALBERTA, TO REGULATE THE USE OF ROADS WITHIN THE BOUNDARIES OF THE MUNICIPALITY.

WHEREAS, Section 13(1) of the *Traffic Safety Act* provides that a council may pass bylaws respecting the highways under its direction, control and management, including the weight of vehicles and penalties for the contravention of such a bylaw;

AND WHEREAS, Section 152(1) of the *Traffic Safety Act* provides that a council may, for the physical preservation of a highway under its direction, control, and management pass a bylaw restricting the weight of a commercial vehicle, including any goods being carried, to a weight that is less than the weight set out in *Act*.

AND WHEREAS, Section 18(1) of the *Municipal Government Act* provides that a municipality has the direction, control, and management of all roads within the municipality;

AND WHEREAS, the County of Paintearth No.18 deems it necessary to provide for the regulation of commercial vehicles on highways within its jurisdiction.

NOW THEREFORE, the Council for the County of Paintearth No.18, duly assembled, enacts as follows:

PART 1 – INTERPRETATION AND APPLICATION**Short Title**

1. This bylaw may be cited as the “Road Use Bylaw.”

Definitions

2. Unless specifically set out, the terms in this Bylaw have the same meaning as those used in the *Traffic Safety Act* and Regulations made under the *Act*, including the *Commercial Vehicle Dimension and Weight Regulation*.
3. In this Bylaw, unless the context otherwise requires:
 - (a) “**Bylaw Enforcement Officer**” means an individual who has been appointed as a Bylaw Enforcement Officer for the County;

- (b) **“Chief Administrative Officer” or “CAO”** means the individual appointed by Council as the Chief Administrative Officer of the County or his or her delegate;
- (c) **“County”** means the municipal corporation of the County of Paintearth No. 18, in the Province of Alberta or, if the context requires, the geographical area within the boundaries of the municipality;
- (d) **“Master Rates Bylaw”** means a bylaw that contains the fees, fines and rates of the County;
- (e) **“Municipal Tag”** means a tag or similar document issued by the County pursuant the *Municipal Government Act* that alleges a bylaw offence and provides a Person with the opportunity to pay an amount to the County in lieu of prosecution for the offence;
- (f) **“Person”** includes one or more individuals, a partnership, corporation or proprietorship, and specifically includes the owner of a commercial vehicle and the operator of a commercial vehicle;
- (g) **“Road Use Agreement”** means an agreement executed between the County and the operator of a commercial vehicle in a form established by the County, and in accordance with this Bylaw; and
- (h) **“Violation Ticket”** has the meaning given to it in the *Provincial Offences Procedure Act*.

Rules of interpretation

- 4. The headings in this Bylaw are for guidance purposes and convenience only.
- 5. Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 6. In this Bylaw, a citation of or reference to any enactment of the Province of Alberta or of Canada, or of any other bylaw of the County, is a citation of or reference to that enactment or bylaw as amended, whether amended before or after the commencement of the enactment or bylaw in which the citation or reference occurs.
- 7. Nothing in this Bylaw relieves a Person from complying with any provision of any provincial or federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or licence.

Application

- 8. This Bylaw does not apply to:
 - (a) Maintenance and construction equipment operated by or on behalf of the County;
 - (b) Emergency vehicles;

- (c) Vehicles exempted from weight and dimension restrictions under the *Traffic Safety Act*, the *Commercial Vehicle Dimension and Weight Regulations*, or other Provincial legislation.

PART 2 – WEIGHT RESTRICTIONS

Weight limits

9. No Person shall operate a commercial vehicle on a highway under the direction, control and management of the County in excess of the weight limit set in accordance with this Bylaw, unless that Person has obtained an overweight permit.
10. Unless a lesser weight limit is set in accordance with section 12 of this Bylaw, the maximum allowable weight on a highway is the same as the maximum allowable weight specified in the *Traffic Safety Act* and *Commercial Vehicle Dimension and Weight Regulation*.

Road bans

11. The Chief Administrative Officer is hereby delegated the power to impose road bans within the County, pursuant to section 152(3) of the *Traffic Safety Act*.
12. The CAO is hereby authorized to establish a road ban whereby the maximum allowable weight limit is less than the weight that may be borne under the *Traffic Safety Act* and the *Commercial Vehicle Dimension and Weight Regulation*. A road ban may include exceptions to such a limit with respect to a portion of a specified highway or with respect to a specific vehicle or class of vehicles.
13. Any weight limit or exception set in accordance with section 12 of this Bylaw shall be advertised to the public by way of traffic control devices to be placed along the highway, as the Chief Administrative Officer considers necessary, to notify Persons operating vehicles on the highway of applicable weight and dimensional restrictions and road bans.
14. The County shall further erect signs along the highway as considered necessary by Council in the event of a road ban, pursuant to section 152(4) of the *Traffic Safety Act*.

Overweight permits

15. The CAO is hereby authorized to issue overweight permits on behalf of the County.
16. The CAO may delegate the issuance of overweight permits to an external agency for the purpose of allowing a vehicle to operate on a highway in excess of the posted weight limit.
17. No Person shall operate a vehicle on a highway under the direction, control and management of the County contrary to the terms and conditions of the overweight permit issued in respect of that vehicle.
18. On the request of a Bylaw Enforcement Officer, a Person operating or otherwise having the care or control of a commercial vehicle shall produce to the Officer for inspection a copy of the overweight permit issued with respect to that vehicle.

PART 3 – OVER DIMENSIONAL VEHICLES

Dimension limits

19. No Person shall operate a vehicle on a highway under the direction, control and management of the County in excess of the maximum allowable dimensions set in accordance with this Bylaw unless that Person has obtained an over dimensional permit.
20. For the purposes of this Bylaw, the maximum allowable dimensions on a highway are the same as the maximum allowable dimensions specified in the *Traffic Safety Act* and *Commercial Vehicle Dimension and Weight Regulation*.

Over dimensional permits

21. The CAO is hereby authorized to issue over dimensional permit on behalf of the County.
22. The CAO may delegate the issuance of over dimensional permits to an external agency for the purpose of allowing a vehicle to operate on a highway in excess of the posted dimensional limits.
23. No Person shall operate an over dimensional vehicle on a highway under the direction, control and management of the County contrary to the terms and conditions of the over dimensional permit issued in respect of that vehicle.
24. On the request of a Bylaw Enforcement Officer, a Person operating or otherwise having the care or control of a commercial vehicle shall produce to the Officer for inspection a copy of the over dimension permit issued with respect to that vehicle.

PART 4 – ROAD USE AGREEMENTS

Authority re Road Use Agreements

25. The CAO is hereby authorized to require an operator of a commercial vehicle to enter into a Road Use Agreement where it has been determined by the CAO that the use of the vehicle on a highway under the direction, control and management of the County may likely cause damage to the highway or on the basis of the factors set out in section 26 of this Bylaw.
26. The CAO may, on behalf of the County, enter into a Road Use Agreement for the operation of a commercial vehicle on a highway on such terms and conditions as the Chief Administrative Officer determines are reasonable in the circumstances, having regard for:
 - (a) the weight of the vehicle;
 - (b) the dimensions of the vehicle;
 - (c) the frequency of use of the highway by the vehicle;
 - (d) the size, type or tread pattern of the tires on the vehicle;

- (e) the physical condition of the proposed haul route, including the type of road surface;
- (f) the location of the proposed haul route and its proximity to residential dwellings; or
- (g) any combination of the above factors.

27. A Road Use Agreement may require a Person to pay such amounts, or post security in a form and amount, or both, as may be determined by the CAO in order to secure performance of the Person's obligations under the Road Use Agreement.

Compliance with Agreement

28. When required by this Bylaw, no Person shall operate a commercial vehicle on a highway under the direction, control and management of the County without a Road Use Agreement.

29. No Person shall contravene any term or condition of a Road Use Agreement entered into by that Person.

30. If any term or condition of a Road Use Agreement is contravened then, in addition to any other remedy available to the County, the Chief Administrative Officer may immediately terminate the Road Use Agreement.

31. On the request of a Bylaw Enforcement Officer, a Person operating or otherwise having the care or control of a commercial vehicle shall produce to the Officer for inspection a copy of the Road Use Agreement issued with respect to that vehicle.

PART 5 – AUTHORITY OF THE CHIEF ADMINISTRATIVE OFFICER

32. Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer is authorized to:

- (a) carry out any inspections to determine compliance with this Bylaw;
- (b) take any steps or carry out any actions required to enforce this Bylaw;
- (c) take any steps or carry out any actions required to remedy a contravention of this Bylaw;
- (d) establish forms for the purpose of this Bylaw;
- (e) establish a standard form of Road Use Agreement;
- (f) prescribe approved form(s) of security for the performance of a Person's obligations under a Road Use Agreement;
- (g) establish terms and conditions for Road Use Agreements which may include, but are in no way limited to:
 - i. prescribing haul routes;

- ii. requiring pre-trip and post-trip inspections of approved haul routes;
 - iii. imposing costs in relation to additional maintenance and repair obligations caused by a vehicle over and above normal wear and tear;
 - iv. imposing road maintenance and repair obligations due to damage caused by a vehicle over and above normal wear and tear; and
- (h) delegate any powers, duties or functions under this Bylaw to an employee of the County.

PART 6 – OFFENCES

Fines and offences

33. Any Person who contravenes any provision of this Bylaw is guilty of an offence and is liable to a penalty not exceeding ten thousand (\$10,000.00) dollars.
34. Without restricting the generality of section 33, the fine amounts established for use on Municipal Tags and Violation Tickets if a voluntary payment option is offered are as set out in the Master Rates Bylaw.

Enforcement

35. A Bylaw Enforcement Officer is hereby authorized to issue a Municipal Tag to any Person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened a provision of this Bylaw.
36. If the penalty specified on a Municipal Tag is not paid within the prescribed time period then a Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to either Part II or Part III of the *Provincial Offences Procedure Act*.
37. Notwithstanding section 35 of this Bylaw, a Bylaw Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to either Part II or Part III of the *Provincial Offences Procedures Act*, to any Person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
38. A Municipal Tag or Violation Ticket may be issued to the owner of a commercial vehicle, the operator of the commercial vehicle, or both.

Severability

39. Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

Repeal

40. This Bylaw repeals Bylaw No. 715-23.

Effective Date

41. This bylaw shall come into force when it has received third and final reading and has been signed.

Received First Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Received Second Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Councillor _____ moved to proceed to Third Reading
Carried Unanimously

Read a Third Time and Finally Passed this ____ Day of _____ 2025 on a motion of Councillor
Carried

Signed by the Chief Elected Official and Chief Administrative Officer this ____ Day of
2025.

Stanley Schulmeister, Reeve

Michael Simpson, Chief Administrative Officer

COUNTY OF PAINTEARTH NO. 18**BYLAW #742-25****NON-RESIDENTIAL TAX INCENTIVE BYLAW**

BEING A BYLAW OF THE COUNTY OF PAINTEARTH NO.18, IN THE PROVINCE OF ALBERTA, INTENDED TO INCENTIVIZE THE GROWTH OF NON-RESIDENTIAL DEVELOPMENT WITHIN THE COUNTY OF PAINTEARTH.

WHEREAS under the authority of and pursuant to Section 364.2(2) of the *Municipal Government Act*, as amended Council may pass a bylaw to provide tax incentives to non-residential properties for the purpose of encouraging the development of non-residential properties for the general benefit of the municipality;

AND WHEREAS Council of the County of Paintearth deems it expedient to provide property tax incentives to encourage non-residential development within the County of Paintearth, for the general benefit of the County of Paintearth;

NOW THEREFORE, under the authority of and subject to the provisions of the *Municipal Government Act*, as amended, the Council of the County of Paintearth, in the Province of Alberta, duly assembled, does hereby enact the following:

1.0 Short Title

1.1. This Bylaw may be known as the “Non-Residential Tax Incentive Bylaw.”

2.0 Purpose

2.1. The purpose of this Non-Residential Tax Incentive Bylaw is to allow tax incentives in accordance with section 364.2(1) of the Act.

3.0 Definitions

3.1. The following definitions apply in this Bylaw:

- (a) “**Act**” means the *Municipal Government Act*, Chapter M-26, R.S.A. 2000, as amended from time to time;
- (b) “**Applicant**” means an individual who applies for a tax benefit pursuant to this Non-Residential Tax Incentive Bylaw;
- (c) “**Application Fee**” means the fee established by this Bylaw to be paid at the time an Application is submitted pursuant to this Bylaw;

- (d) **“Approving Officer”** means the person empowered with the duties and functions in this Bylaw;
- (e) **“Assessed person”** means an assessed person as defined in section 284(1) of the Act, or an authorized agent for the Assessed person;
- (f) **“Chief Administrative Officer - CAO”** means the Chief Administrative Officer of the County of Paintearth, or their delegate;
- (g) **“Commercial Land Use District”** means the commercial land use districts established in the Land Use Bylaw, namely:
 - i. Hamlet Commercial (HC) District;
 - ii. Highway Commercial (HWY-C) District;
 - iii. Rural Commercial/Industrial (RCI) District; and
 - iv. Rural Commercial/Industrial – Crowfoot Crossing Industrial Park (RCI2) District;
- (h) **“Complete application”** means an application submitted pursuant to this Bylaw that includes the Application Fee, a completed Application Form as set out in Appendix “B” to this Bylaw, and all information and documents set out in Appendix “A” to this Bylaw;
- (i) **“Council”** means the Municipal Council of the County of Paintearth;
- (j) **“Eligible Capital Cost”** means the actual total capital costs incurred to build new, non-residential improvements on a Qualifying Property, including expenditures on labour, engineering, materials or other costs associated with construction, but shall not include the costs of any improvements that existed on the subject land before construction commenced, the land itself, maintenance costs, or other non-capital costs such as legal, regulatory, or permitting fees;
- (k) **“Exemption”** means a full or partial exemption from municipal taxation for non-residential property as provided for in Part 10, Division 2 of the Act;
- (l) **“Industrial Land Use Districts”** means the industrial land use districts established by the Land Use Bylaw, namely:
 - i. Airport Fringe (AF) District;
 - ii. Hamlet Industrial (HI) District; and
 - iii. Natural Resources Extraction (NRE) District;
- (m) **“Land Use Bylaw”** means the County of Paintearth Land Use Bylaw 698-21, as amended from time to time;
- (n) **“Master Rates Bylaw”** means a bylaw that contains the fees, fines and rates of the County;

- (o) **“Non-residential Property”** means non-residential as defined in the Act in respect of property;
- (p) **“Qualifying Property”** means new Non-residential Property improvements situated within one of the Commercial Land Use Districts or Industrial Land Use Districts established by the Land Use Bylaw. A Qualifying Property shall not include linear property, as defined by the Act; and
- (q) **“Tax Exemption Approval”** means an approval issued under this Bylaw that sets out the terms and conditions of an Exemption for Qualifying Property.

4.0 Approving Officer

- 4.1. The CAO is the Approving Officer.
- 4.2. The CAO may delegate in writing the powers and duties of the Approving Officer.

5.0 Powers and Duties of Approving Officer

- 5.1. In accordance with the terms of this Bylaw, an Approving Officer may:
 - (a) issue or refuse to issue a Tax Exemption Approval;
 - (b) impose conditions on a Tax Exemption Approval; and
 - (c) revoke an issued Tax Exemption Approval.

6.0 Criteria for an Exemption

- 6.1. To apply for an Exemption, an Applicant must:
 - (a) be the Assessed person for the Qualifying Property that is the subject of the application; and
 - (b) have no outstanding monies owing to the County of Paintearth.
- 6.2. For a property to be eligible for an Exemption, it must be a Qualifying Property:
 - (a) with new, non-residential improvements completed at a minimum Eligible Capital Cost of five hundred thousand dollars (\$500,000); and
 - (b) that is not in violation of a development agreement, any municipal bylaw or the *Safety Codes Act*.

- 6.3. The criteria in sections 6.1 and 6.2 of this Bylaw are deemed to be conditions of any issued Tax Exemption Approval, the breach of which will result in the cancellation of the Exemption for the taxation year or years to which the criterion applies.

7.0 Application for an Exemption

- 7.1. To be considered for an Exemption, Applicants must submit a Complete application to the County by November 30 of the year prior to the year in which the requested Exemption is to commence.
- 7.2. The Application Fee as set out in the Master Rates Bylaw.
- 7.3. The Approving Officer will advise an Applicant in writing if their application is complete and therefore accepted for consideration. Applications accepted for consideration shall become the property of the County and may not be returned.
- 7.4. The Approving Officer has the discretion to reject an application that is incomplete or illegible.
- 7.5. The Approving Officer will advise an Applicant in writing, with reasons, if their application is rejected on the basis that it is incomplete or illegible.
- 7.6. Applicants whose applications are returned as incomplete or illegible may resubmit an application provided the application is resubmitted by the deadline established in section 7.1 of this Bylaw.

8.0 Consideration of Applications and Application Timeline

- 8.1. Within sixty (60) days of the Approving Officer advising an Applicant that their application is complete, the Approving Officer shall review and consider the application and either:
 - (a) approve the Exemption and issue a Tax Exemption Approval to the Applicant; or
 - (b) reject the application and advise the Applicant with written notice of the reasons as to why the application was rejected and the date by which a review to Council must be submitted.
- 8.2. The Approving Officer may, at any time, require the Applicant to provide any documents the Approving Officer deems necessary to verify any information contained in the application or to confirm ongoing compliance with the eligibility criteria of the Exemption.

9.0 Calculation of Exemption

- 9.1. An Exemption granted pursuant to this Bylaw shall be calculated and applied in accordance with section 9.

- 9.2. For all tax years identified in the Tax Exemption Approval, the Qualifying Property shall receive a one hundred percent (100%) Exemption on the municipal portion of the property taxes levied upon the Qualifying Property.
- 9.3. No Exemption may be granted in respect to any school or Provincial taxes levied against a Qualifying Property.
- 9.4. An Exemption may be granted for a maximum term of three (3) years.
- 9.5. The date upon which an Exemption takes effect shall not be more than three (3) years after the date that the Approving Officer issued the Tax Exemption Approval.
- 9.6. No Exemption may be granted in respect to an assessment of land or in respect to an improvement, or portion of an improvement, that was completed before the date an application is submitted under this Bylaw.

10.0 Cancellation of Tax Exemption Approval

- 10.1. If, at any time after a Tax Exemption Approval is granted, the Approving Officer determines that the Applicant or the Qualifying Property:
 - (a) did not meet or ceased to meet any of the applicable criteria in section 6 of this Bylaw which formed the basis of granting the Tax Exemption Approval; or
 - (b) breached any condition of the Tax Exemption Approval,the Approving Officer may cancel the Tax Exemption Approval for the taxation year or years in which the criterion was not met or to which the condition applies.
- 10.2. The Approving Officer shall provide written notice of a cancellation to an Applicant which must include reasons for the cancellation and identify the taxation year or years to which the cancellation applies. The written notice shall also provide the date by which a review to Council must be submitted.
- 10.3. In the event of a cancellation pursuant to section 10 of this Bylaw, any monies owed to the County shall be immediately paid by the Applicant.

11.0 Appeal to Council

- 11.1. An Applicant may apply to Council for a review in the following situations:
 - (a) an application for a Tax Exemption Approval is refused;
 - (b) a Tax Exemption Approval is cancelled; or
 - (c) the content of a Tax Exemption Approval is inconsistent with this Bylaw or the Act.
- 11.2. An application for a review by Council shall be submitted in writing to the CAO within 15 days of the date:

- (a) written notice being sent to the Applicant that an application has been refused;
- (b) written notice being sent to the Applicant that a Tax Exemption Approval is revoked;
or
- (c) a Tax Exemption Approval is issued.

11.3. Council shall consider a review at:

- (a) a regularly scheduled meeting of Council; or
- (b) a special meeting of Council.

11.4. Remedies available to Council upon conclusion of a review are:

- (a) to uphold or revoke a decision of the CAO with respect to the outcome of an application or cancelation of a Tax Exemption Approval; or
- (b) to revise or direct the CAO to revise a Tax Exemption Approval.

12.0 Severability

12.1. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed, and the remainder of this Bylaw shall be maintained.

13.0 Effective Date

13.1. This Bylaw shall come into force and effect upon third and final reading thereof.

Repeal

14.1 Bylaw #724-24 is here by repealed.

Received First Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Received Second Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Councillor _____ moved to proceed to Third Reading
Carried Unanimously

Read a Third Time and Finally Passed this ____ Day of _____ 2025 on a motion of Councillor
Carried

Signed by the Chief Elected Official and Chief Administrative Officer this ____ Day of
2025.

Stanley Schulmeister, Reeve

Michael Simpson, Chief Administrative Officer

Appendix "A"
Application Requirements for a Tax Exemption
Pursuant to the Non-Residential Tax Incentive Bylaw #003-25

1. All applications for an Exemption pursuant to the Non-Residential Tax Incentive Bylaw must include the following information:
 - (a) a signed and dated application form;
 - (b) the application fee established in the Master Rates Bylaw;
 - (c) if the Applicant is not an individual, an agent authorization form or directors' resolution;
 - (d) if the Applicant is a corporation, a corporate registry record of the Applicant dated within (sixty) 60 days of the date of the application;
 - (e) a land titles certificate for the Qualifying Property dated within (sixty) 60 days of the date of the application;
 - (f) copies of all necessary permits (development permits and otherwise) issued with respect to the development of the Qualifying Property for purposes of determining eligibility for an Exemption;
 - (g) a description of the business operated on or planned to be operated on the Qualifying Property; and
 - (h) an explanation of how the application meets the criteria for an Exemption.
2. Applicants may provide any other material, including additional print, visual or audio-visual material, which the applicant believes will support their application.

NOTE: Applications and all material provided will be included in reports to Council and the Council agenda packages that are available to the public.

Qualifying Property will be subject to inspection by County staff to ensure the validity of the application.

Appendix "B"
Application Form
Pursuant to the Non-Residential Tax Incentive Bylaw #003-25

Applicant Information:

Applicant Name:	
Registered Corporate Name, If Different:	
Legal Description of Assessed Property:	
Mailing Address of Assessed Property:	
Corporate Registry Office Address of Applicant:	

Agent Information:

Name of Authorized Agent for Applicant:	
Mailing Address for Agent:	
Email Address for Agent:	
Telephone Number for Agent:	

Personal Information required by the County of Paintearth No. 18 application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your application may be included on reports that are

available to the public as required or allowed by legislation. If you have any questions, please contact the County's FOIP Head at 403-882-3211

Provide, or append, a brief description of business:

Describe, or append, the Exemption being sought, including the taxation years to which it is anticipated to apply:

Describe, or append, an explanation of why you are seeking an Exemption and how you meet the criteria for an Exemption outlined in the Non-Residential Tax Incentive Bylaw.

Indicate if the application includes the following:

- Corporate Registry Record (if applicable)
- Agent Authorization Form/Directors' Resolution (required)
- Other materials (optional)
- Land Titles Certificate (required)
- Application Fee (required)

Date of the Application

Signature of Applicant's Agent

Print Name of Applicant's Agent

FOR OFFICE USE ONLY

DATE APPLICATION WAS RECEIVED

NAME OF RECIPIENT

COUNTY OF PAINTEARTH NO.18**BYLAW #743-25****FIRE SERVICES BYLAW**

BEING A BYLAW OF THE COUNTY OF PAINTEARTH NO.18, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND OPERATING THE COUNTY'S FIRE SERVICES, PROVIDING FIRE PROTECTION TO THE COUNTY, AND RECOVERING FIRE PROTECTION CHARGES.

WHEREAS, the *Municipal Government Act* provides that a council may pass bylaws respecting:

- a) the safety, health and welfare of people and the protection of people and property;
- b) services provided by or on behalf of the municipality; and
- c) the enforcement of bylaws;

AND WHEREAS, the *Municipal Government Act* further provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires;

AND WHEREAS, the *Forest and Prairie Protection Act* provides that council of a municipal district is responsible for fighting and controlling all fires within the boundaries of the municipal district, other than areas contained in a forest protection area;

AND WHEREAS, the *Soil Conservation Act* provides council with the authority to pass a bylaw establishing a system of permits controlling the burning of stubble on land;

AND WHEREAS, the Council of the County of Paintearth No.18 wishes to provide for the prevention and control of fires within the boundaries of the County of Paintearth No.18;

NOW THEREFORE, the Council of the County of Paintearth No.18 of the Province of Alberta, duly assembled, enacts as follows:

PART I – INTERPRETATION AND DEFINITIONS**Bylaw Title**

- 1 This Bylaw may be cited as the "Fire Services Bylaw".

Definitions

- 2 In this Bylaw:

- (a) "Apparatus" means any vehicle provided with machinery, devices, equipment or materials for firefighting operated by or for fire services whether that vehicle operates on land, in the air, or on the water;
- (b) "Approved fire pit" means an outdoor receptacle that meets the following specifications:
 - (i) is fully enclosed on all sides and constructed entirely from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Chief Administrative Officer;
 - (ii) height does not exceed 46 centimeters when measured from the surrounding grade to the top of the pit covering;
 - (iii) opening does not exceed 90 centimeters in width or in diameter when measured between the widest points or outside edges;
 - (iv) is set upon or built into the bare ground or on a non-combustible material such as brick, stone or concrete;
 - (v) is not located over any underground utilities; and
 - (vi) is a minimum of one (1) meter laterally and five (5) meters vertically from any aboveground wires;
- (c) "Burnable debris" means all combustible waste other than prohibited debris and includes, but is not limited to:
 - (i) straw and stubble;
 - (ii) grass and weeds;
 - (iii) leaves and tree clippings;
 - (iv) brush and fallen trees on newly cleared land or associated with logging operations;
 - (v) used power, telegraph and telephone poles that do not contain wood preservatives;
 - (vi) wooden materials, which do not contain wood preservatives; and
 - (vii) solid waste from tree harvesting operations;
- (d) "Burning barrel fire" means a fire confined to an outdoor receptacle that meets the following specifications:
 - (i) non-combustible structure or container that has draft holes not larger than five (5) millimeters in diameter;

- (ii) equipped with a heavy gauge metal screen to contain sparks over the fire at all times, with a mesh size not greater than 16 millimeters secured in place with latches or weights;
 - (iii) which is lit for the purpose of burning household refuse or other burnable debris; and
 - (iv) is not located over underground utility services or below aboveground wires.
- (e) "Burning hazard" has the same meaning given to it in the *Forest and Prairie Protection Act*;
 - (f) "Chief Administrative Officer - CAO" means the Chief Administrative Officer of the County, or their delegate;
 - (g) "Council" means the municipal council of the County;
 - (h) "County" means the County of Paintearth No. 18;
 - (i) "equipment" means any tools, contrivances, devices or materials used by fire services to combat an incident or other emergency;
 - (j) "False alarm" means any notification, by whatever means received, to fire services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to persons or property, wherein such condition, circumstance, fire or other event does not, in fact, exist;
 - (k) "Fire ban" means any fire ban, whether municipally or provincially declared, that prohibits fires in all or part of the County;
 - (l) "Fire Guardian" means:
 - (i) a person appointed as a Fire Guardian by resolution of Council in accordance with the *Forest and Prairie Protection Act*; and
 - (ii) a person deemed to be a Fire Guardian under the *Forest and Prairie Protection Act*;
 - (m) "Fire hazard" has the same meaning given to it in the *Forest and Prairie Protection Act*;
 - (n) "Fire permit" means a permit issued by the Chief Administrative Officer or their delegate, authorizing the setting of a specific type of fire;
 - (o) "Fire protection" includes any of the services enumerated in section 7 of this bylaw;
 - (p) "Fire protection charges" means all rates, fees and charges payable for, or in connection with, fire services in providing fire protection within the County;

- (q) “Fire services” includes any fire department providing fire or emergency protection within the County pursuant to a fire services agreement with the County, and shall include all members and fire services property;
- (r) “Fire services property” means all real and personal property owned or controlled by fire services and designated for use by fire services including but not limited to apparatus, equipment and fire stations;
- (s) “Incident” includes a fire or any situation where a fire or explosion is imminent or any other emergency where there is a danger or possible danger to life or property;
- (t) “Member” means any person who is duly appointed as a member of fire services;
- (u) “Occupant” means any person that is in possession, control or occupation of property;
- (v) “Owner” means the person registered under the *Land Titles Act* as the owner of the fee simple estate in the land;
- (w) “Peace officer” includes a bylaw enforcement officer appointed by the County, a Community Peace Officer employed by the County, and includes members of the Royal Canadian Mounted Police;
- (x) “Person” includes any individual, firm, partnership or body corporate;
- (y) “Prohibited debris” means any combustible waste that, when burned, may result in the release to the atmosphere of dense smoke, offensive odours or toxic substances and includes but is not limited to:
 - (i) animal carcasses;
 - (ii) animal manure;
 - (iii) pathological waste;
 - (iv) non-wooden material;
 - (v) waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;
 - (vi) combustible material in automobile bodies;
 - (vii) tires;
 - (viii) rubber or plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
 - (ix) used oil; and

- (x) wood or wood products containing substances for the purpose of preserving wood;
- (z) "Property" means any real or personal property;
- (aa) "Recreational fire" means a fire confined within an approved fire pit, which is lit for the purpose of cooking, obtaining warmth or viewing for pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane;
- (bb) "Running fire" means a fire burning without being under control of any person;
- (cc) "Smudge fire" means a fire confined to a non-combustible structure or container which is lit for the purpose of protecting livestock from insects or for protecting garden plants from frost and is fueled solely by dry wood or charcoal;
- (dd) "Soil Conservation Officer" means the Agricultural Fieldman of the County;
- (ee) "Stubble" means the stalks of cultivated plants left in the ground after cutting or harvesting;
- (ff) "Stubble burning permit" means a permit issued by the Soil Conservation Officer authorizing the setting of a stubble fire; and
- (gg) "Violation ticket" has the same meaning given to it in the *Provincial Offences Procedure Act*.

Rules of Interpretation

- 3 The headings in this Bylaw are for guidance purposes and convenience only.
- 4 Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 5 In this Bylaw, a citation of or reference to any act or regulation of the Province of Alberta or of Canada, or of any other bylaw of the Municipality, is a citation of or reference to that act, regulation, or bylaw as amended, whether amended before or after the commencement of the act, regulation or bylaw in which the citation or reference occurs.
- 6 Nothing in this Bylaw relieves a person from complying with any provision of any provincial or federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or licence.

PART II – FIRE SERVICES

- 7 The Council hereby establishes fire services in the County for the purpose of:
 - (a) preventing and extinguishing fires;

- (b) investigating the origin, cause and circumstances of fires;
- (c) preserving life and property and protecting persons and property from injury or destruction by fire;
- (d) preventing prairie or running fires and enforcing the provisions of the *Forest and Prairie Protection Act*;
- (e) preventing, combating and controlling incidents;
- (f) carrying out preventable controls;
- (g) providing rescue services for motor vehicle collisions, not including water or ice rescue;
- (h) conducting pre-fire planning and fire inspections; and
- (i) providing any other emergency response as may be authorized by County policy or applicable legislation.

8 The County may provide for the delivery of the services listed in section 7 by way of entering into fire services agreements with adjoining municipalities and nothing in this Bylaw shall obligate the County to hire or maintain its own fire department or members.

PART III – FIRES AND FIRE PERMITS

Permitted and Prohibited Fires

9

- (1) No person shall burn or cause any prohibited debris to be burned.
- (2) No person shall light or cause to be lit, or otherwise allow or permit, any outdoor fire upon land owned or occupied by them or otherwise under their control, unless the person holds a valid and subsisting fire permit, stubble burning permit, or the fire is exempt from the requirement for a fire permit under this Bylaw.
- (3) A fire permit is not required under this Bylaw for:
 - (a) a burning barrel fire;
 - (b) a fire in an approved fire pit;
 - (c) a recreational fire;
 - (d) a smudge fire;

provided that:

- (e) the receptacle containing the fire is a minimum of three (3) meters from all buildings, structures, property lines, and combustible materials;
- (f) the fire is kept under control and supervised at all times by a responsible adult person until such time that the fire has been completely extinguished; and
- (g) flame height does not exceed ninety (90) centimeters above the structure or container.

- (4) A fire permit is not required for the burning of stubble on land provided the person holds a valid and subsisting stubble burning permit issued pursuant to this Bylaw.
- (5) This Bylaw does not apply to:
 - (a) an outdoor fire lit by fire services for training or preventive control purposes;
 - (b) an outdoor fire that is a flare stack used in the petroleum industry;
 - (c) an outdoor fire prescribed by regulations under the *Forest and Prairie Protection Act*; or
 - (d) a fire confined to an incinerator regulated under the *Environmental Protection and Enhancement Act*.

Chief Administrative Officer Authority

10

- (1) The Chief Administrative Officer shall have the authority and power to:
 - (a) issue a fire permit in respect of any property within the County;
 - (b) issue a fire permit unconditionally or to impose any conditions on the permit that the Chief Administrative Officer considers appropriate, in their sole discretion, given the nature of the fire and prevailing circumstances, location and environmental conditions;
 - (c) suspend or cancel a fire permit at any time; and
 - (d) refuse to issue a fire permit where, in the opinion of the Chief Administrative Officer, there is a risk to the public in relation to the proposed fire.

Fire Permits

11

- (1) Fire permits are required throughout the entire year.
- (2) An application for a fire permit shall be made on the form approved by the Chief Administrative Officer as may be amended from time to time.
- (3) A fire permit shall only be valid for the time period expressly indicated on the fire permit, as determined by the Chief Administrative Officer at their sole discretion, having regard for the nature and purpose of the fire, and prevailing circumstances and environmental conditions.
- (4) The Chief Administrative Officer, a Fire Guardian, or a peace officer may, in their sole discretion, terminate, suspend or cancel a fire permit at any time. Upon receiving notification of termination, suspension or cancellation of the fire permit, the fire permit

holder shall immediately extinguish any fire set pursuant to the fire permit. Notification of cancellation may be made by telephone, in writing, or in person.

- (5) A fire permit is not transferable.

PART IV – STUBBLE FIRES

Soil Conservation Officer Authority

12

- (1) The Soil Conservation Officer shall have the authority and power to:
- (a) issue a stubble burning permit in respect to any property within the County;
 - (b) issue a stubble burning permit unconditionally or to impose any conditions on the permit that the Soil Conservation Officer considers appropriate, in their sole discretion, given the nature of the fire and prevailing circumstances, location and environmental conditions;
 - (c) terminate, suspend or cancel a stubble burning permit at any time; and
 - (d) refuse to issue a stubble burning permit where, in the opinion of Soil Conservation Officer, there is a risk to the public in relation to the proposed fire.

Stubble Burning Permit

13

- (1) Stubble burning permits are required throughout the entire year.
- (2) No person shall burn stubble on any land within the County's boundaries without first obtaining a stubble burning permit.
- (3) An application for a stubble burning permit shall be made on the form approved by the Soil Conservation Officer as may be amended from time to time.
- (4) A stubble burning permit shall only be valid for the time period expressly indicated on the stubble burning permit, as determined by the Soil Conservation Officer at their sole discretion, having regard for the nature and purpose of the fire, and prevailing circumstances and environmental conditions.
- (5) A stubble burning permit is not transferable.

Appeal

14

- (1) A person who has been denied a stubble burning permit may appeal to the Agricultural Services Board by filing a notice of appeal to the Agricultural Services Board.

- (2) A notice of appeal shall be in writing and be in the form as prescribed by the Agricultural Services Board.
- (3) The Agricultural Services Board shall consider the appeal and issue a decision within seven days of being served with notice of appeal

PART V – PERMIT HOLDER RESPONSIBILITIES

Permit Holder Responsibilities

15

- (1) Every person who sets a fire under the authority of a fire permit or a stubble burning permit shall:
 - (a) keep the permit at the site of the fire;
 - (b) produce the permit to a Fire Guardian, a member, a peace officer, or the Soil Conservation Officer, upon request;
 - (c) have a responsible adult person in attendance at the fire at all times under the conditions listed in the fire permit or stubble burning permit;
 - (d) keep the fire under control;
 - (e) not allow smoke or sparks to drift or otherwise create a nuisance or hazard to neighboring property or persons;
 - (f) extinguish the fire before expiration of the permit or upon cancellation of the permit; and
 - (g) be responsible for any costs incurred by the fire services when called upon to extinguish such fire if, in the opinion of the Chief Administrative Officer or the Soil Conservation Officer, as the case may be, the fire is a hazard to persons or property.

PART VI – FIRE BAN

Fire Ban

16

- (1) The Chief Administrative Officer may, from time to time, prohibit all fires in the County when, in the opinion the Chief Administrative Officer, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) Fire bans may be established and declared for the entire County or portions of the County.
- (3) A fire ban imposed pursuant to subsections (1) shall remain in force until either the date provided in the notice of the fire ban or until such time as the Chief Administrative Officer provides notice to the public that the fire ban is no longer in effect.

- (4) Notice of a fire ban shall be provided to the public and may be in the form of signs posted throughout the County, in locations to be determined by the Chief Administrative Officer, or by any other means which the Chief Administrative Officer determines is appropriate for the purpose of informing the public of the fire ban.
- (5) Subject to subsection (6), when a fire ban is in place, no person shall ignite any fire, whether or not the person is the holder of a fire permit or a stubble burning permit, and shall immediately extinguish any fire lit once the person knows or ought reasonably to know of the fire ban.
- (6) During a fire ban a person may, subject to the requirements of this Bylaw, and unless the notice of the fire ban provides otherwise, use a barbeque that burns propane, natural gas, compressed briquettes, wood pellets or charcoal, provided that the barbeque is used for the purpose of cooking or obtaining warmth and is used on private property or in a public area that has been approved by the County for the use of such barbecues.

Requirement to Report

- 17 The owner of any property damaged by fire shall immediately report the particulars of such fire to the Chief Administrative Officer.

PART VII – RECOVERY OF COSTS

Fire Protection Charges

18

- (1) Upon County fire services providing fire protection on a parcel of land within the County's boundaries, the County may, in its sole and absolute discretion, charge fire protection charges to any or all of the following persons, namely:
 - (a) the person or persons causing or contributing to the fire;
 - (b) the occupant of the parcel of land on which fire protection was provided;
 - (c) the owner of the parcel of land which fire protection was provided;
 - (d) the person with control over the parcel of land on which fire protection was provided, which may include, without restriction, a property manager; and
 - (e) the person or persons who requested fire protection;

and all persons charged are jointly and severally liable for payment of the fire protection charges to the County.

- (2) Fire protection charges shall be paid within thirty (30) days of receipt of an invoice.

- (3) Collection of unpaid fire protection charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the County is entitled to on the parcel of land in respect of which the indebtedness in incurred.
- (4) Without limiting subsection (1), the owner of a parcel of land within the County to which fire protection is provided is liable for fire protection charges incurred and the County may add to the tax roll of the parcel of land all unpaid fire protection charges, which forms a special lien against the parcel of land in favour of the County from the date the amount was added to the tax roll, in accordance with the *Municipal Government Act*.
- (5) Notwithstanding the provisions of subsections (1), (2) and (3), the County may elect to recover fire protection charges from a persons responsible for those charges pursuant to the *Forest and Prairie Protection Act*.

19 A person who has damaged or destroyed any apparatus, equipment or fire services property shall, in addition to any penalty imposed to in this Bylaw, be liable for, and pay upon demand, all costs incurred by the County to repair or replace the apparatus, equipment or fire services property in question.

Services Fees and Charges

20

- (1) The County may establish and levy fees and charges for services, including but not limited to:
 - (a) fees for responding to an incident;
 - (b) fire permit application fees;
 - (c) stubble burning permit application fees;
 - (d) site inspection fees;
 - (e) fire investigation fees;
 - (f) fees for responding to false alarms; and
 - (g) fees for file searches and copying records.
- (2) The fees and charges described in this section shall be a debt due and owing to the County and collection of unpaid fees and charges may be undertaken by civil action in a court of competent jurisdiction.

PART VIII – ENFORCEMENT

Inspection and Enforcement

21

- (1) Where a parcel of land does not comply with this Bylaw or a person contravenes this Bylaw, the County may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy contraventions or dangers, remedying contraventions or dangers by the County, adding amounts to the tax roll of the owner of the parcel, and pursuing injunctions pursuant to the *Municipal Government Act*.
- (2) The Chief Administrative Officer or a designated officer appointed for the purpose of inspections and enforcement is authorized to carry out inspections of land and structures, issue orders, remedy conditions and contraventions, and enforce this Bylaw in accordance with the *Municipal Government Act*.

Offences

22 No Person shall:

- (a) contravene any provision of this Bylaw;
- (b) contravene any term or condition of a fire permit or a stubble burning permit;
- (c) impede, obstruct or hinder a member, or any other person assisting or acting under the direction of a member from carrying out any function or activity related to the provision of fire protection;
- (d) damage or destroy fire services property;
- (e) falsely represent themselves as a member;
- (f) obstruct or otherwise interfere with access by fire services, fire services property, or a peace officer to:
 - (i) the scene of an incident;
 - (ii) a fire hydrant, cistern or other body of water designated for firefighting purposes; or
 - (iii) to connections to fire mains, stand pipes, or sprinkler systems;
- (g) cross any boundaries or limits established by fire services in accordance with this Bylaw, without express authorization;
- (h) cause or permit a burning hazard or fire hazard to exist on a parcel of land;
- (i) deposit, discard or abandon any burning matter or substance so as to create a burning hazard;
- (j) light a fire or cause a fire to be lit during a fire ban;

- (k) light a fire or allow a fire to be lit unless they are a holder of a valid fire permit if required under this Bylaw or the *Forest and Prairie Protection Act* or both;
- (l) light a stubble fire or allow a stubble fire to be lit unless they are a holder of a stubble burning permit if required under this Bylaw;
- (m) provide false, incomplete or misleading information to the Chief Administrative Officer, the Soil Conservation Officer, a Fire Guardian or a peace officer with respect to a fire or a fire permit application;
- (n) light a fire on any land not their own without the written consent of the owner of the land;
- (o) permit a fire lit by that person to pass from their own land to the land of another person;
- (p) light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;
- (q) conduct any activity that might reasonably be expected to cause a fire unless that person exercises reasonable care to prevent a fire from occurring;
- (r) conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway;
- (s) light a fire on lands owned or controlled by the County except with the County's express written consent; or
- (t) use a fire to burn prohibited debris.

Vicarious Liability

23 For the purposes of this Bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred in the course of the employee's employment with the person, or in the course of the agent's exercising the powers or performing the duties on behalf of the person under their agency relationship.

Corporations and Partnerships

24

- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

25

- (1) A person who is guilty of an offence is liable upon summary conviction to a fine in an amount:
 - (a) not less than the specified penalty established in Master Rates Bylaw;
 - (b) in the case of stubble fire offences, not exceeding \$5,000.00; and
 - (c) in the case of all other offences, not exceeding \$10,000.00.
- (2) Without restricting the generality of subsection (1) the fine amounts set out in Master Rates Bylaw are established as specified penalties for use on violation tickets, if a voluntary payment option is offered.
- (3) Notwithstanding subsection (1), any person who commits a second or subsequent offence under this Bylaw within one (1) year of conviction for a first offence under this Bylaw, is liable on summary conviction to a fine not less than the increased amount set out for the offence in the Master Rates Bylaw.

Violation Ticket

26

- (1) A peace officer is hereby authorized and empowered to issue a violation ticket pursuant to the *Provincial Offences Procedure Act*.
- (2) If a violation ticket is issued in respect of an offence, the violation ticket may:
 - (a) state the specified penalty for the offence as set out in the Master Rates Bylaw herein; or
 - (b) require a person to appear in Provincial Court without the alternative of making a voluntary payment.
- (3) A person who commits an offence may:

- (a) if a violation ticket is issued in respect of the offence; and
- (b) if the violation ticket states the specified penalty established by this Bylaw for the offence, as set out in the Master Rates Bylaw herein;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the violation ticket, the specified penalty set out on the violation ticket.

- (4) When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to subsection (3) above and the *Provincial Offences Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

PART IX – GENERAL

Repeal

27 Bylaw #675-19 is hereby repealed.

Effective Date

28 This Bylaw shall come into force and effect when it has received third reading and has been duly signed.

Received First Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Received Second Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Councillor _____ moved to proceed to Third Reading
Carried Unanimously

Read a Third Time and Finally Passed this ____ Day of _____ 2025 on a motion of Councillor
Carried

Signed by the Chief Elected Official and Chief Administrative Officer this ____ Day of
2025.

Stanley Schulmeister, Reeve

Michael Simpson, Chief Administrative Officer

COUNTY OF PAINT EARTH NO. 18

BYLAW #744-25

ASSESSMENT REVIEW BOARD BYLAW

BEING A BYLAW OF THE COUNTY OF PAINT EARTH NO. 18, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING ASSESSMENT REVIEW BOARDS.

WHEREAS pursuant to Section 454(1) of the *Municipal Government Act*, Chapter M-26, 2000, as amended, Council must by bylaw establish a local assessment review board and a composite assessment review board; and

AND WHEREAS pursuant to Sections 454.1 and 454.2 of the *Municipal Government Act*, Council must appoint at least the required number of people as members of the assessment review boards; and

AND WHEREAS pursuant to Section 456(1) of the *Municipal Government Act*, Council must appoint a person to act as the clerk of the assessment review boards having jurisdiction in the municipality and prescribe the remuneration and duties of that person; and

WHEREAS COUNCIL OF THE COUNTY OF PAINT EARTH NO. 18 ENACTS AS FOLLOWS:

Short Title

- 1. The short title of this Bylaw shall be the "Assessment Review Board Bylaw".

Definitions

- 2. In this Bylaw the following terms shall have the meanings shown:
 - a) "Act" means the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended;
 - b) "Assessment Review Board" or "Board" means either the Local Assessment Review Board or the Composite Assessment Review Board.
 - c) "Assessment Review Board Clerk" or "Clerk" means the person that is designated by Council to carry out the powers, duties and functions of the Assessment Review Board Clerk.
 - d) "Complaint" means a complaint under Part 11 of the *Municipal Government Act*.
 - e) "Master Rates Bylaw" means a bylaw that contains the fees, fines and rates of the County;
 - f) "Member" means an individual appointed under this bylaw as a member of the Assessment Review Board;

- g) "Minister" means the Minister determined by the Province of Alberta to be responsible for the Act;
- h) "Public Member" means a person who is eligible to vote in the election for a member of Council for the County of Paintearth No. 18 under the Local Authorities Election Act, R.S.A. 2000, c. M-26, as amended, who is not a member of Council; and
- i) "Provincial Member" means a member of the Composite Assessment Review Board appointed by the Minister of Municipal Affairs.

Establishment of the Local Assessment Review Board

- 3. The Local Assessment Review Board is established and shall consist of three (3) members appointed by Council. One (1) alternate member may also be appointed by Council.
- 4. The term of office for a Council member appointed to the Local Assessment Review Board is one (1) year.
- 5. The term of office for a Public Member appointed to the Local Assessment Review Board is three (3) years.
- 6. The term of membership shall commence January 1 following appointment and shall terminate December 31. Adjustment of a period of appointment may be made as required by resolution of Council.
- 7. In the event of a vacancy on the Local Assessment Review Board, Council may, by resolution, appoint a new member to serve for the remainder of the term of the vacating member.
- 8. Council may appoint the same persons who serve as members of the Composite Assessment Review Board to the Local Assessment Review Board.
- 9. No Local Assessment Review Board member shall be a County employee.
- 10. The Chairperson of the Local Assessment Review Board shall be designated by Council from the members appointed.
- 11. In the absence of the Chairperson, the Chairperson may delegate any of his powers, duties or functions to one or more of the members present to serve in this capacity during such absence.
- 12. A majority of the members of the Local Assessment Review Board constitutes a quorum, except where the Act provides otherwise.
- 13. On being appointed, each member of the Local Assessment Review Board must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

Establishment of the Composite Assessment Appeal Board

14. The Composite Assessment Appeal Board is established and shall consist of two (2) members appointed by Council, and one (1) Provincial Member appointed by the Minister. One (1) alternate member may also be appointed by Council.
15. The term of office for a Council member appointed to the Composite Review Board is one (1) year.
16. The term of office for a Public Member appointed to the Composite Review Board is three (3) years.
17. The term of membership shall commence January 1 following appointment and shall terminate December 31. Adjustment of a period of appointment may be made as required by resolution of Council.
18. In the event of a vacancy on the Composite Assessment Review Board, Council may, by resolution, appoint a new member to serve for the remainder of the term of the vacating member.
19. Council may appoint the same persons who serve as members of the Local Assessment Review Board to the Composite Assessment Review Board.
20. No Composite Assessment Review Board member shall be a County employee.
21. The Chairperson of the Composite Assessment Review Board shall be the Provincial Member.
22. The Provincial Member and one other member of the Composite Assessment Review Board constitute a quorum, except where the Act provides otherwise.
23. On being appointed, each member of the Composite Assessment Review Board must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

Clerk of the Board

24. The position of Assessment Review Board Clerk is hereby established and shall act as Clerk for both the Local Assessment Review Board and the Composite Assessment Review Board.
25. Council shall designate a County employee to serve as Assessment Review Board Clerk.
26. The Clerk may not be an assessor or a designated officer having authority to grant or cancel tax exemptions or deferrals under s. 364.1 of the Act.
27. The Assessment Review Board Clerk does not receive any additional remuneration, other than their salary as a County employee.

28. The Assessment Review Board Clerk's duties consist of those set out in the Act and this Bylaw, and to provide administrative support to the Assessment Review Boards.
29. The Assessment Review Board Clerk may delegate the administrative duties of this position to any County employee or use a service provider under contract to the County to provide administrative services to the County.

Remuneration

30. Board members shall receive honorariums for adjudicating at Hearings, taking appropriate training and writing and reviewing decisions. Honorariums shall be awarded as per the Master Rates Bylaw.
31. Board members and the Clerk shall receive reimbursement for travel based on the most current published Alberta Government Public Service Subsistence, Travel and Moving Expenses regulation for performing adjudication duties or taking appropriate training.
32. Board members and the Clerk shall receive reimbursement for meals incurred while performing adjudication duties or taking appropriate training. A reasonable meal allowance will be offered and will most often be authorized and organized by the Clerk. Guidance to limitations can be derived from the most current published Alberta Government Public Service Subsistence, Travel and Moving Expenses regulation.
33. Board members and the Clerk shall receive reimbursement for any lodging accommodations required while performing adjudication duties or taking appropriate training.
34. Provincial members shall receive reimbursement for any additional expenses incurred at the rates prescribed by the Province.

Rules of Order

35. The Board will conduct hearings in accordance with:
 - (i) The express provisions of the Act and related regulations;
 - (ii) Principles of natural justice and procedural fairness; and
 - (iii) Policies and procedures approved by the Board.
36. The Clerk may retain and instruct independent legal counsel for the Board when required.
37. The Clerk may, at the request of the Chairperson of the Board, sign orders, decisions and documents issued by the Board.

Notice of Decisions and Record of Hearing

- 38. After the hearing of a Complaint, the Clerk shall:
 - (i) Under direction of the Chairperson, prepare the decision or order of the Board and the reasons for the decision in compliance with the Act; and
 - (ii) Arrange for the order and decision of the Board to be signed and distributed in accordance with the requirements under the Act.

- 39. The Clerk will maintain a Record of the hearing in accordance with the Act.

Severability

- 40. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.

Repeal

- 41. Bylaw #688-20, the Regional Assessment Review Board Bylaw, is repealed.

In Force

- 42. This bylaw shall come into full force and effect on the day that it is finally passed by Council by giving it third and final reading and it is signed in accordance with the Act.

Carried

Received Second Reading this ____ Day of _____ 2025 on a motion of Councillor
Carried

Councillor _____ moved to proceed to Third Reading
Carried Unanimously

Read a Third Time and Finally Passed this ____ Day of _____ 2025 on a motion of Councillor
Carried

Signed by the Chief Elected Official and Chief Administrative Officer this ____ Day of
2025.

Stanley Schulmeister, Reeve

Michael Simpson, Chief Administrative Officer



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
M.A. Peace River*

AR119711

August 8, 2025

Reeve Stanley Schulmeister
County of Paintearth
PO Box 509
Castor AB T0C 0X0

Dear Reeve Schulmeister:

I am pleased to confirm your allocation for the 2025-26 Canada Community-Building Fund (CCBF). In 2025, Canada allocated Alberta \$276 million; this partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

For the County of Paintearth, your 2025 CCBF allocation is \$226,454.

Both the CCBF and Local Government Fiscal Framework (LGFF) funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at <https://open.alberta.ca/publications/canada-community-building-fund-allocations>.

I look forward to working together with you to support your local infrastructure needs, and building strong, vibrant communities across Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams'.

Dan Williams, ECA
Minister of Municipal Affairs

cc: Michael Simpson, Chief Administrative Officer, County of Paintearth