

Agenda Overview
Village of Carmangay
Regular Council Meeting
Village Office
Tuesday, April 18, 2023
6:00 p.m.

1. Call to Order
2. Guests
3. Question Period
4. Approval of Agenda for Tuesday, April 18, 2023 Regular Council Meeting
5. Approval of Minutes of:
 - a. Tuesday, March 21, 2022 Regular Meeting of Council
See pages 6 to 9
6. Public Works Report
 - a. Kost fire came and checked extinguishers
 - b. Went to the cemetery to find headstones to be replaced
 - c. Packed and back bladed soft spot beside old bar and put up barricades
 - d. Ordered and put up no parking signs beside old bar
 - e. Built a bracket to put on pole corner of Pacific / Carman for no trucks sign (Put it up)
 - f. Dug up South end of Alberta Ave / Added pit run to pack it then added gravel and smoothed it out
 - g. Lift station to find a SIM card for Kelly but no luck / Needs to be hooked up to a laptop
 - h. Been adding NeoChem to lift station to stop call outs / Seems to be working
 - i. Rocky Mountain Equipment came and replaced the instrument cluster on the backhoe again (Warranty Part)
 - j. Got a couple loads of gravel delivered from Vulcan County
 - k. Received the antennas for the new water meters and hooked one up to try
 - l. Disconnected sewer pipe under village office and cleared a blockage
 - m. Started sweeping off boulevards of gravel from clearing snow
 - n. Meeting with MPE at community center and water plant about electrical
 - o. Champion to camera a sewer main
 - p. Maintenance on backhoe (Fuel filter change - Air filter Change - Oil and filter change - Greased)
 - q. Scaped and back bladed roads to smooth out a bit till they get graded
 - r. Dug up and put pit run in then packed Pacific Ave on the north end off town (Soft spot)

7. Administrator Report

- a. Prep for audit
- b. On-site auditors visit – April 10 & 11
- c. MAP bylaws – Bylaw Officer, Consolidation Bylaw and Assessment Review Board bylaws
- d. Letter to Minister for permission to hold tax recovery auction on two properties
- e. Lot sale groundwork
- f. Budget adjustments and entering into Munisoft
- g. SFEs for grants in 2022
- h. Property assessments, tax program corrections
- i. Meetings with MPE, Benchmark, Vulcan County IT
- j. Munisoft tax training

8. Correspondence - None

9. Financial Reports

See pages 9 to 12

10. Old Business

- a. AMWWP Project Update
 - MPE Update
- b. Water Meters
 - Applied for MSI Capital grant for funds to purchase more meters and antennas, as well as to cover the costs for the purchase already made.
- c. Holiday Trailers on vacant lots
 - See pages 13 to 14 for suggested LUB amendments
- d. Sewer Issues
 - Discuss blockage on Grand Ave. Report provided under separate cover due to personal information.
- e. G3/CP Rail Blockage March 15
 - Sent letter to CP and G3. Received response from G3 stating that they have no control over the train once it is lifted off their track. It was the first that G3 had heard about this blockage.

11. New Business

- a. MAP Bylaws:
 - Bylaw #834 Bylaw Enforcement Officer Bylaw
 - See pages 15 to 23 for bylaw
 - Bylaw #836 Assessment Review Board Bylaw
 - See pages 24 to 34 for bylaw

- Bylaw #837 Consolidation Bylaw
 - Provided under separate cover
- b. Taxes & Assessments
- Special Tax for AMWWP Project
 - RCMP tax requisition amount
 - Assessments sent out on Thursday, April 13, 2023
- c. Benchmark Assessment Consultants Contract Renewal
- Current contract expires June 30, 2023
 - Rates have slightly increased to \$28/parcel and increase by \$1/year/parcel each year until Jun 2028. These rates include all appeals, even commercial and industrial (not covered previously)
- d. Library Board Member
- The Carmangay Library Board requests the addition of a new board member.
 - Requested motion: *Motion to appoint the following individual to the Village of Carmangay Library Board for the specified terms: Marian Schibbelhute – term expiry date April 18th, 2026*
- e. Bylaw #835 – Revolving Line of Credit Bylaw
- Requested by ATB to be passed
 - Bylaw on pages 35 to 36
- f. Stop Sign at Grand and Whitney
- Brought to administration’s attention that people generally do not stop at the east/west intersection and questioned if this stop sign can be removed.

12. Reports

- a. ORRSC
- b. Marquis Foundation:
- Having boiler issues at the Peter Dawson Lodge. Trying to get someone to come out and fix.
 - Yearly satisfaction surveys or handed out at the lodge and results were shared with board.
 - We went over and updated several policies.
 - Putting out for tender for auditors for this coming year.
 - One of the Village’s apartment tenants has requested a ramp due to mobility challenges. Administration getting quotes and hoping to have done when weather permits.

- Board accepted a contract with M3 development management to move ahead with a new capital project.
- c. Vulcan District Solid Waste
- Working on updating our policies and bylaws.
 - Manager is working with a benefit broker and looking into getting different benefit quotes for employees.
 - All the burn pits that all the transfer stations have been cleaned up and ready for the summer.
 - Carmangay Champions site. They are looking at options for grass control this year. May allow it to be bailed but it would have to be for the whole site.
 - The lease on the last garbage truck was paid off and we now own all four trucks.
- d. FCSS
- e. SouthGrow:
Southgrow Report
- Alberta Economic Development Forum: Guest Speaker -- Jack Mintz - Economic Trends over the next decade.
 - More opportunity in Alberta has an influx of people from down east.
 - Labor shortages will continue with aging population
 - Gov't will have less money coming in with baby boomers spending their investment money.
 - Technology is becoming a major factor to invest in as trade becomes harder with other countries.
 - Waste to Energy--- Rick Hoffman and Tom Grant did a presentation on incinerators to handle our garbage.
 - Varma Energy trying to set up smaller incinerators and more of them.
 - SAWA hoping to break soil on a 300,000 ton incinerator in Newell County within the next 2 years.
 - It will provide energy and produce carbon and the ash will be used in the production of cement.
 - Agrifood Tourism-- Alberta is leading in alternate food production. Microgreen company started up in first year of covid has grown very fast.
 - Bracing for Turbulence--Todd Hirsch-- With uncertainties in countries imposing sanctions against Russia and uncertainties about China, interest and inflation is expected to rise in 2023.
 - Climate change is causing severe weather events and cost is expected to cost and additional 25 billion by 2025

- Energy Future--Electric cars becoming huge push with opportunities to put solar panels on residential housing to accommodate larger requirement for electricity.
- Broadband for rural Alberta-- Kevin Farrow-Lethbridge chamber of commerce. Telus purchased fiber optic line so expansion on Wi-Fi to everyone has been halted.

f. Twin Valley Regional Water Services Commission

g. Mayors and Reeves of Southern Alberta

h. Vulcan County Regional Emergency Partnership Committee

13. Closed Session

a. Land Sales

14. Adjournment

Minutes
Village of Carmangay
Regular Council Meeting
Village Office
Tuesday, March 21, 2023
6:00 p.m.

1. **Call to Order:** Mayor Kym Nichols calls the meeting to order at 6:04 p.m.
Attendance: Mayor Kym Nichols, Deputy Mayor Doug Fraser, Councillor Sue Dahl, CAO Kelly McLeod
2. **Guests:** No guests
3. **Question Period:** no questions
4. **Approval of Agenda** for Tuesday, March 21, 2023 Regular Council Meeting
Deputy Mayor Doug Fraser motions to approve the agenda for Tuesday, March 21, 2023 Regular Meeting of Council with the additions of 11(g) G3 Train Issue and 11(h) Champion Hydrant Work.

CARRIED
5. **Approval of Minutes** of Tuesday, February 21, 2023 Regular Meeting of Council
Councillor Sue Dahl motions to approve the minutes of Tuesday, February 21, 2023, Regular Meeting of Council.

CARRIED
6. **Public Works Report**
7. **Administrator Report**
Deputy Mayor Doug Fraser motions to accept the Public Works and Administrator report as presented.

CARRIED
8. **Correspondence** – none
9. **Financial Reports**
Mayor Kym Nichols motions to table the Financial Reports due to issues with data in Munisoft reports.

CARRIED
10. **Old Business**
 - a. AMWWP Project Update and Borrowing Bylaw #827
 - i. For information
 - b. Utilities Bylaw #831 – discuss amendments to bylaw for 2023
Mayor Kym Nichols motions to proceed with second reading of Bylaw #831 – Utilities Bylaw.

CARRIED

Councillor Sue Dahl motions to proceed with third reading of Bylaw #831 – Utilities Bylaw

CARRIED

- c. Water Meters
 - i. For information
- d. Holiday Trailers on Vacant Lots
 - i. Administration is directed to follow up with Steve Harty at ORRSC regarding options for incorporating amendments into existing Land Use Bylaw

11. New Business

- a. Village Bistro
 - i. Administration is directed to write a letter to the Village Bistro respectfully declining their offer to sell the land back to the Village of Carmangay.
- b. MAP Bylaws:
 - i. Bylaw #811 – repealed and replaced by Bylaw #832 – Subdivision Appeal Board amendment.

Mayor Kym Nichols motions to pass first reading of Bylaw #832 – Subdivision Appeal Board.

CARRIED

Deputy Mayor Doug Fraser motions to pass second reading of Bylaw #832 – Subdivision Appeal Board.

CARRIED

Deputy Mayor Doug Fraser motions for permission to proceed with the third reading of Bylaw #832 - Subdivision Appeal Board.

CARRIED UNANIMOUSLY

Councillor Sue Dahl motions to pass the third and final reading of Bylaw #832 Subdivision Appeal Board.

CARRIED

**ii. Bylaw #833 – Mastercard Borrowing Agreement
Mayor Kym Nichols motions to pass first reading of Bylaw #833 – Mastercard Borrowing Agreement.**

CARRIED

Deputy Mayor Doug Fraser motions to pass second reading of Bylaw #833 – Mastercard Borrowing Agreement

CARRIED

Mayor Kym Nichols motions for permission to proceed with the third reading of Bylaw #833 – Mastercard Borrowing Agreement.

CARRIED UNANIMOUSLY

Councillor Sue Dahl motions to pass the third reading of Bylaw #833 – Mastercard Borrowing Agreement.

CARRIED

c. Lions Campground Memorandum of Understanding
Councillor Sue Dahl motions to direct Administration to sign the Lions Campground Memorandum of Understanding.

CARRIED

d. IT Support from Vulcan County
Deputy Mayor Doug Fraser motions to direct Administration to sign the IT Support Agreement with Vulcan County, provided there is no minimum number of hours required under the agreement.

CARRIED

e. Tax Recovery
i. For information

f. Sewer Issues
i. For information

g. G3 Train Issue
i. Administration is directed to write a letter to G3 outlining community concerns regarding the blockage of the only road access into and out of the community for over four hours on March 15.

h. Champion Hydrants
i. Administration to contact Champion CAO regarding the work project. Administration to suggest hourly rates for Village equipment and manpower rather than the original, outdated whole-project quote.

12. Reports

13. Closed Session

Mayor Kym Nichols motions to enter closed session (FOIP Division 2 Section 16, Third Party Business Interests) at 7:14 p.m.

CARRIED

Councillor Sue Dahl motions to exit closed session at 7:39 p.m.

CARRIED

14. Adjournment

Mayor Kym Nichols adjourns the meeting at 7:39 p.m.

9. Financial Report:

Statement of Cash Position as of March 31, 2023 and April 13, 2023

	21-Mar-23	13-Apr-23	Interest Income
Current Cash (operating account)	\$ 31,895.33	\$ 37,842.25	\$ 155.77
Current Cash (ATB deposit account)	\$ 2,063.31	\$ 4,063.31	\$ 8.64
Reserves	\$ 134,140.25	\$ 134,140.25	\$ 581.96
AMWWP Grant Account	\$ 62,448.37	\$ 62,448.38	\$ 280.87
ACF Loan (rec'd March 15, 2023)	\$ 395,857.10	\$ 395,857.10	\$ 857.10
Investments	\$ 35,342.57	\$ 35,342.57	\$ 152.43
Savings Account	\$ 7,174.64	\$ 7,174.64	\$ 30.04
Accounts Receivable	\$ 2,748.53	\$ 2,324.81	
Tax Arrears Owing (from pre-Jan 1, 2023)	\$ 27,773.26	\$ 27,773.26	
Current Tax Owing (pre-payments on 2023 taxes)	-\$ 19,741.21	-\$ 24,512.21	
Overdue & Current Utilities Owing	\$ 8,807.33	\$ 5,943.19	
Revolving Credit	-\$ 28,836.69	-\$ 28,836.69	-\$ 98.10
Mastercard	-\$ 1,001.52	-\$ 1,001.52	
Total Cash & Near Cash	\$ 658,671.27	\$ 658,559.34	\$ 1,968.71

Village of Carmangay Payment Register

Report Date
2023-04-13 11:19 AM

Batch: 2023-00016 to 2023-00018

Bank Code: GEN - ATB Business Account

Payment #	Vendor	Date	Amount
Computer Cheque			
3225	ALBERTA BROOM & CLEANING	2023-03-21	82.43
3226	AMSC INSURANCE SERVICES LTD	2023-03-21	1,740.59
3228	CIVIC SOLUTIONS INC.	2023-03-21	1,747.20
3229	ENERCON WATER TREATMENT LT	2023-03-21	492.69
3227	[REDACTED]	2023-03-21	52.50
3230	KAIZEN LAB	2023-03-21	238.88
3231	[REDACTED]	2023-03-21	151.80
3233	[REDACTED]	2023-03-21	50.00
3234	RECORDXPRESS DOCUMENT STC	2023-03-21	54.10
3235	[REDACTED]	2023-03-21	50.00
3236	VULCAN COUNTY	2023-03-21	5,388.73
3238	VULCAN COUNTY	2023-03-21	476.50
3240	VULCAN COUNTY	2023-03-21	500.00
3237	VULCAN DISTRICT WASTE COMM	2023-03-21	3,240.00
3232	[REDACTED]	2023-03-21	50.00
3239	XEROX CANADA LTD	2023-03-21	110.04
Total for Computer Cheque:			14,425.46
Other			
353187914	ATB FINANCIAL MASTERCARD	2023-03-15	756.01
5gocG-4873303	CANADA REVENUE AGENCY	2023-03-15	2,630.33
033596073739	CANADIAN PACIFIC (NON FREIGHT)	2023-03-07	296.00
3012023	CNH INDUSTRIAL CAPITAL	2023-03-01	2,687.67
1364520770	DIRECT ENERGY REGULATED	2023-03-15	219.53
1364521632	DIRECT ENERGY REGULATED	2023-03-15	196.00
1364521686	DIRECT ENERGY REGULATED	2023-03-15	527.07
1364522247	DIRECT ENERGY REGULATED	2023-03-15	595.92
1364522833	EPCOR ENERGY SERVICES ALBEF	2023-03-15	456.00
361324929	EPCOR ENERGY SERVICES ALBEF	2023-03-24	1,468.28
3312023	GOVERNMENT OF ALBERTA ED TA	2023-03-01	13,836.69
353216523	JOHN DEERE FINANCIAL	2023-03-06	163.40
31032023	MPE ENGINEERING LTD.	2023-03-31	4,961.25
3012023	NEW GEN ENERGY	2023-03-01	33.08
3022023	NEW GEN ENERGY	2023-03-02	533.64
352433296	ROGERS	2023-03-09	37.75
1364531530	TELUS MOBILITY	2023-03-15	83.95
20230331	TVRWC	2023-03-31	4,450.58
Total for Other:			33,933.15
Total for GEN:			48,358.61

REVENUE

1-10-110 - Municipal Taxes	\$(391.98)	
1-10-510 - Tax Penalties	(16.78)	
1-12-410 - General Administration Revenue	712.14	
1-12-420 - Interest Revenue	2,046.43	
1-12-540 - Franchise Revenue	14,092.63	
1-12-560 - Leases and Rents	470.00	
1-12-570 - ADMIN REVENUE OTHER	5,134.12	
1-12-595 - Agency Bank Revenue	4,000.00	
1-12-700 - SOLAR REVENUE	2,838.86	
1-27-110 - Bylaw and Dog License Revenue	730.00	
1-31-204 - PW - SNOW REMOVAL	1,125.00	
1-41-110 - Water Flat Fee Revenue	38,132.70	
1-41-120 - Water Usage Revenue	4,060.40	
1-41-400 - Bulk Water Sales	50.00	
1-42-110 - Sanitary Flat Fee Revenue	11,473.32	
1-42-253 - PW - SEWER CAMERA/TRACER	437.50	
1-43-120 - Weekly Garbage Revenue	20,730.21	
1-56-110 - Cemetery Revenue	800.00	
1-61-110 - Development Revenue	150.00	
Total Revenue		\$106,574.55

EXPENDITURES

2-10-114 - Provincial School Requisition	\$13,836.69
2-10-116 - FCSS	512.81
2-10-120 - Vulcan County Physician Retention	4,982.73
2-11-101 - Council Stipend & Meeting Fees	295.00
2-11-200 - MEETING ROOM EXP & MILEAGE	83.60
2-12-100 - Admin Salaries	16,116.25
2-12-101 - Admin Employer Benefits Contributions	11,176.21
2-12-217 - Admin Telephone	685.20
2-12-230 - Admin Professional Services	3,179.98
2-12-250 - Admin Office Supplies	1,150.85
2-12-300 - Admin Memberships	1,875.05
2-12-500 - Admin Computer and Contracts	1,071.41
2-12-514 - Parade Expenses	50.00
2-12-810 - Admin Bank Charges	359.04
2-12-811 - BANK INTEREST CHARGED	12.66
2-12-900 - Admin Utilities	1,164.66
2-27-110 - Bylaw Expense	136.50
2-31-100 - PW Salaries	19,268.03
2-31-101 - PW Employer Benefits Contributions	3,365.07
2-31-108 - PW Workers Compensation	209.18
2-31-217 - PW Telephone	311.75
2-31-320 - PW Training and Development	3.31
2-31-520 - PW Fuel	18.77
2-31-600 - PW Goods and Supplies	551.05
2-31-700 - PW Building and Equip Repairs	3,754.14
2-31-900 - PW Utilities	3,041.31
2-32-542 - Roads CPR Crossing	888.00
2-32-900 - Roads Utilities	4,594.77
2-41-110 - Water TVRWC Large Debenture Payment	8,531.31
2-41-120 - Water Usage	12,319.38
2-41-215 - Water Freight	232.95

Report Date
2023-04-14 1:51 PM

Village of Carmangay
Income Statement
For the Period 2023-01-01 - 2023-03-31

Page 2

2-41-253 - WATER ANALYSIS	453.00	
2-41-511 - Water Meters	1,874.87	
2-41-600 - Water Goods and Supplies	267.77	
2-41-900 - Water Utilities	3,385.78	
2-42-600 - Sanitary Goods and Supplies	469.23	
2-42-900 - Sanitary Utilities	725.66	
2-43-120 - Weekly Garbage Expense	5,400.00	
2-56-100 - Cemetery Salaries	52.50	
2-56-200 - Cemetery Requisition	500.00	
2-61-110 - Dev Municipal Planning Commission	150.00	
2-62-200 - Dev Contracted Services	2,092.85	
2-73-900 - Campground Utilities	120.30	
2-74-540 - Library Requisitions	1,063.12	
Total Expenditures		<u>\$130,332.74</u>
Net Surplus (Deficit):		<u><u>\$(23,758.19)</u></u>

Village of Carmangay Land Use Bylaw No. 742 (as amended)

Add to Schedule 4, Standards of Development

40. Recreational Vehicles

- (1) A recreational vehicle is not considered a habitable dwelling unit and is not to be used for permanent residential living accommodation on any parcel within any land use district in the municipality.
- (2) A recreational vehicle is not allowed to be used or stored on undeveloped parcels that do not have a principal building on the site. The exception to this may be made in instances where the parcel is designated Commercial (C), Industrial (I) or Railway (R) and the parcel has an approved development permit for storage use and the intent is the recreational vehicles are strictly being stored on the property, or as a business that rents or leases a space to the public to store their unit when not in use off-site.
- (3) One recreational vehicle may be stored on a commercial or industrial parcel which contains a principal building, which may not be part of a storage use development permit and without the requirement for a development permit, but the recreational vehicle shall not be used as residential living accommodation or as a permanent dwelling.
- (4) A personal recreational vehicle may be stored on the owner's residential parcel which contains a habitable dwelling without the requirement for a development permit, but the recreational vehicle shall not be used as residential living accommodation or as a permanent dwelling. A personal recreational vehicle in the property owner's driveway or backyard may temporarily be used for occasional overnight accommodation of family or guests to the residence not staying long term, provided no fee is collected and it does not occur more than 21 days in a given calendar year and the temporary use is not being disruptive or a nuisance to neighbors.
- (5) A municipal or commercial Campground or RV Park within the Village operating with an approved development permit is allowed to have guests to temporary stay more than 21 days in a given calendar year, but the recreational vehicles are not permitted to be used for long-term use as a permanent residence or dwelling.
- (6) In no instance shall any recreational vehicle openly discharge sewage waste or grey water onto land, laneways, or public road rights-of-way within the municipality.

Add to Schedule 6, Definitions

Recreational Vehicle (RV) means a vehicle or trailer built on a single chassis and designed to be self-propelled, mounted on, or towed by another vehicle, and which is not normally more than 2.6 m (8.5 ft.)

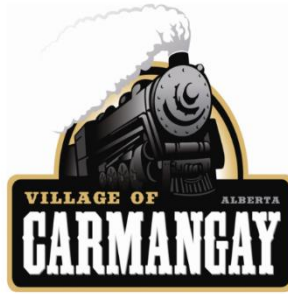
in width and 37.16 m² (400 sq. ft.) in area, and conforms to the CSA Z240 standard for RVs. A recreational vehicle is not designed or intended for use as a permanent dwelling, but as temporary living quarters for recreational camping, travel, vacation, or seasonal use and shall not be used as a permanent dwelling unless certified by a Safety Codes Officer and approved by the Development Authority. Examples of recreational vehicles include but are not limited to a travel trailer, camping trailer, truck camper, motor home, fifth-wheel trailer, or van.

Add to Schedule 1, Development Not Requiring a Development Permit

2. No development permit is required for the following:

- (q) One personal recreational vehicle may be temporarily stored on an owner's parcel provided it contains a principal building, but the recreational vehicle shall not be used as residential living accommodation or as a permanent dwelling. – refer to Schedule 4 for other recreational vehicle standards.

11. a. MAP Bylaws:



VILLAGE OF CARMANGAY

BYLAW NO. 834

BYLAW ENFORCEMENT OFFICER BYLAW

BEING A BYLAW OF THE VILLAGE OF CARMANGAY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE PROVISION OF BYLAW ENFORCEMENT SERVICES AND TO SPECIFY THE POWERS AND DUTIES OF BYLAW ENFORCEMENT OFFICERS

WHEREAS, Section 7(i) of the *Municipal Government Act* provides that a council may pass bylaws respecting the enforcement of bylaws;

AND WHEREAS, Section 210(1) of the *Municipal Government Act* provides that a council may, by bylaw, establish one or more positions to carry out the powers, duties and functions of a designated officer;

AND WHEREAS, Section 555 of the *Municipal Government Act* provides that a person who is appointed as a bylaw enforcement officer is, in the execution of enforcement duties, responsible for the preservation and maintenance of the public peace;

AND WHEREAS, Section 556 of the *Municipal Government Act* provides every council must, by bylaw, specify the powers and duties of bylaw enforcement officers and establish disciplinary procedures applicable to its bylaw enforcement officers;

AND WHEREAS, the Council for the Village of Carmangay deems it advisable to contract out the provision of bylaw enforcement services to a third party service provider;

NOW THEREFORE, the Council for the Village of Carmangay, duly assembled, enacts as follows:

PART 1 – INTERPRETATION

Short Title

1. This bylaw may be cited as the “Bylaw Enforcement Officer Bylaw.”

Definitions

2. In this Bylaw, unless the context otherwise requires:

- (a) **“Bylaw Enforcement Officer”** means an individual, who is not an employee of the Village, who has been appointed as a bylaw enforcement officer for the Village pursuant to this Bylaw and in accordance with the terms of the agreement between the Village and the Contracted Service Provider;
- (b) **“Chief Administrative Officer” or “CAO”** means the individual appointed by Council as the Chief Administrative Officer of the Village or their delegate;
- (c) **“Contracted Service Provider”** means any third-party engaged by the Village and under current contract to provide bylaw enforcement services on behalf of the Village and may include, without limitation, another municipality, an individual, corporation, partnership or other legal entity;
- (d) **“Misuse of Power”** means any failure of a Bylaw Enforcement Officer, by either act or omission:
 - i. to perform or carry out their duties according to law; or
 - ii. to carry out the duties and responsibilities assigned to them according to the terms and conditions of their appointment as a Bylaw Enforcement Officer.
- (e) **“Municipal Tag”** means a tag or similar document issued by the Village pursuant the *Municipal Government Act* that alleges a bylaw offence and provides a person with the opportunity to pay an amount to the Village in lieu of prosecution for the offence;
- (f) **“Village”** means the municipal corporation of the Village of Carmangay, in the Province of Alberta or, if the context requires, the geographical area within the boundaries of the municipality;
- (g) **“Violation Ticket”** has the 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 enactment of the Province of Alberta or of Canada, or of any other bylaw of the Village, 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.
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 2 – CHIEF ADMINISTRATIVE OFFICER

Powers and duties

7. The Chief Administrative Officer:
 - (a) is authorized to enter into agreements on behalf of the Village, from time to time, with a Contracted Service Provider, on such terms and conditions as the Chief Administrative Officer deems advisable, subject to the requirements of this Bylaw and the Council-approved budget;
 - (b) may appoint one or more individuals as Bylaw Enforcement Officers in accordance with this Bylaw;
 - (c) may revoke, suspend, or modify the appointment of a Bylaw Enforcement Officer in accordance with this Bylaw and subject to the terms and conditions of the agreement between the Village and the Contracted Service Provider;
 - (d) may authorize or require Bylaw Enforcement Officers to carry out any powers and duties necessary to fulfill their responsibility for the preservation and maintenance of the public peace;
 - (e) may establish the standards of uniform, insignia, and identification for Bylaw Enforcement Officers, which may include adopting the uniform, insignia and identification of the Contracted Service Provider with their consent;
 - (f) will ensure complaints of Misuse of Power by Bylaw Enforcement Officers are investigated and disposed of in accordance with this Bylaw;
 - (g) will report on, or ensure the Contracted Service Provider reports on, the status and effectiveness of bylaw enforcement services within the Village, when requested to do so by Council; and

- (h) may delegate any of the CAO's powers, duties, or functions contained in this section to any employee of the Village, including the option to further delegate those powers, duties, and functions.

PART 3 – BYLAW ENFORCEMENT OFFICERS

Oath of office

- 8. A Bylaw Enforcement Officer must, before starting their duties, take the official oath prescribed by the *Oaths of Office Act* as set out in Schedule "A" of this Bylaw.

Powers and duties

- 9.
 - (1) Subject to the terms and conditions of their appointment by the Chief Administrative Officer, and the terms and conditions of the agreement between the Village and the Contracted Service Provider, the powers and duties of Bylaw Enforcement Officers are as follows:
 - (a) to enforce the bylaws of the Village;
 - (b) to provide public education on the bylaws and enforcement services;
 - (c) to conduct routine patrols to ensure compliance with the bylaws;
 - (d) to respond to and investigate complaints and alleged breaches of bylaws;
 - (e) to exercise all the powers and duties of a designated officer to conduct any inspections, remedies, or enforcement authorized or required by a bylaw or enactment in accordance with Section 542 of the *Municipal Government Act*;
 - (f) to exercise all the powers and duties of a designated officer to issue written orders pursuant to Section 545 and 546 of the *Municipal Government Act*;
 - (g) to issue warning notices, Municipal Tags and Violation Tickets for offences under bylaws;
 - (h) to assist in the prosecution of bylaw offences, including the gathering of evidence, the swearing of complaints, preparation of prosecution files, ensuring the attendance of witnesses, and attending in court and providing evidence as required;
 - (i) to perform all other duties as may from time to time be assigned by the CAO.
 - (2) Bylaw Enforcement Officers must comply with their appointment and exercise their powers and duties in accordance with all applicable Village bylaws, policies, procedures, and guidelines.

Officer identification

10. While acting in the course of their duties Bylaw Enforcement Officers shall carry on their person identification, in a form approved by the CAO, evidencing their appointment as a Bylaw Enforcement Officer.

Appointment ceases to be in effect

11. A Bylaw Enforcement Officer's appointment ceases to be in effect:
 - (a) when the Bylaw Enforcement Officer ceases to be engaged by the Village in the capacity of a Bylaw Enforcement Officer,
 - (b) when the Bylaw Enforcement Officer's appointment is revoked in accordance with this Bylaw, or
 - (c) while the Bylaw Enforcement Officer's appointment is suspended in accordance with this Bylaw.
12. Upon a Bylaw Enforcement Officer appointment ceasing to be in effect, other than when suspended, the Bylaw Enforcement Officer shall immediately return to the CAO any uniforms, equipment, Municipal Tag and Violation Ticket books, appointment certificates, and all other materials or equipment supplied to the Bylaw Enforcement Officer by the Village.

PART 4 – MISUSE OF POWER

Disciplinary Procedures

13. If the Village enters into an agreement with another Alberta municipality as a Contracted Service Provider, the agreement may provide for complaints of Misuse of Power and discipline of Bylaw Enforcement Officers to be dealt with by the Contracted Service Provider in accordance with the disciplinary procedures adopted by that municipality, by bylaw, otherwise the disciplinary procedures set out in this Part shall apply to all complaints regarding complaints of Misuse of Power by Bylaw Enforcement Officers.

Complaints

14.
 - (1) If a person reasonably believes there has been a Misuse of Power by a Bylaw Enforcement Officer, the person may file a complaint in accordance with this Part.
 - (2) A complaint made under subsection (1) must:
 - (a) be made in writing,
 - (b) include the full name of the complainant,

- (c) include contact information for the complainant,
 - (d) indicate the specific reasons for the complaint and,
 - (e) be send to the Village, attention: Chief Administrative Officer.
- (3) Upon receipt of a complaint, the Chief Administrative Officer shall, as applicable, either:
- (a) forward the complaint to the Contracted Service Provider for investigation and disposition in accordance with the Contracted Service Provider's disciplinary procedures, or
 - (b) ensure the complaint is processed in accordance with the procedures established in this Part.
- (4) Subject to clause 3(a), the CAO shall acknowledge receipt of a complaint, in writing, to the complainant and to the Bylaw Enforcement Officer against whom the complaint is made.

Investigations

15.

- (1) Unless the complaint is being dealt with by the Contracted Service Provider in accordance with Section 14, the Chief Administrative Officer shall proceed to investigate the complaint.
- (2) In conducting an investigation the Chief Administrative Officer may:
 - (a) speak to anyone relevant to the complaint;
 - (b) enter any Village facility or worksite relevant to the complaint;
 - (c) access any records relevant to the complaint, except a record that contains information that is subject to solicitor-client privilege unless privilege has been waived.
- (3) The Bylaw Enforcement Officer against whom a complaint has been made shall be given the opportunity to make a full response to the complaint allegations and provide supporting evidence in writing to the Chief Administrative Officer.
- (4) After receipt of a complaint, the Chief Administrative Officer may refuse to investigate or discontinue the investigation if, in the Chief Administrative Officer's opinion,

- (a) the complaint is frivolous, vexatious, or made in bad faith; or
 - (b) having regard to all of the circumstances, no investigation is necessary.
- (5) Upon the conclusion of the Chief Administrative Officer's investigation the Chief Administrative Officer shall issue a written decision summarizing the allegations, the findings and the Manger's conclusion as to whether the complaint is substantiated. A copy of the Chief Administrative Officer's written decision will be provided to the complainant and to the Bylaw Enforcement Officer against whom the complaint was made.

Appeals

16. An appeal from the decision of the Chief Administrative Officer may be commenced by the Bylaw Enforcement Officer or the complainant by filing a written notice of the appeal with the Chief Administrative Officer within fourteen (14) days of receipt of the written decision issued by the Chief Administrative Officer.

17. Upon receipt of an appeal the Chief Administrative Officer shall:

- (a) obtain from the Chief Administrative Officer, a copy of the complaint, the response of the Bylaw Enforcement Officer to the allegations, and all other documents received or prepared in the course of the Manger's investigation, along with the written decision of the Chief Administrative Officer;
- (b) provide the appellant with an opportunity to submit their reasons for the appeal, including the basis for concluding that the Chief Administrative Officer erred in their written decision;
- (c) provide a copy of the written reasons for the appeal prepared by the appellant to the respondent; and
- (d) give the respondent an opportunity to submit a written submission in response to the appellant's submissions, a copy of which will be provided by the CAO to the appellant.

18. The CAO shall conduct a review of all of the materials filed, and thereafter, shall:

- (a) confirm, vary, or set aside the decision of the Chief Administrative Officer; and
- (b) inform the appellant, the respondent, and the Chief Administrative Officer of the CAO's decision, in writing, with reasons.

19. The decision of the CAO on an appeal arising from a decision of the Chief Administrative Officer shall be final and conclusive with no further right of appeal to Council.

Disciplinary Action

20. If it has been determined that a Misuse of Power has been committed by a Bylaw Enforcement Officer, appropriate disciplinary action may be taken including:

- (a) issuing a written reprimand to the Bylaw Enforcement Officer;
- (b) suspending the Bylaw Enforcement Officer for a specified period of time; or
- (c) terminating the appointment of the Bylaw Enforcement Officer.

Repeal

21. The Bylaw Enforcement Officer Bylaw, being Bylaw #807 is repealed.

Effective Date

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

READ a first time this _____ day of _____ 2023.

READ a second time this _____ day of _____, 2023.

READ a third time and final time this _____ day of _____, 2023.

SIGNED and PASSED this _____ day of _____, 2023.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"
OATH OF OFFICE

[If swearing in accordance with section 2 of the *Oaths of Office Act*]

I, _____ swear that I will diligently, faithfully and to the best of my ability execute according to law the office of Bylaw Enforcement Officer for the Village of Carmangay.

So help me God.

SWORN BEFORE ME at the _____ of _____)
_____, in the Province of _____)
Alberta, this _____ day of _____,)
20____.)
)
)
)

A Commissioner for Oaths)
in and for the Province of Alberta)

Signature of Bylaw Enforcement Officer

--- OR ---

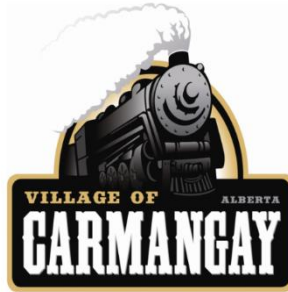
[If solemnly affirming in accordance with section 4 of the *Oaths of Office Act*]

I, _____ solemnly affirm that I will diligently, faithfully and to the best of my ability execute according to law the office of Bylaw Enforcement Officer for the Village of Carmangay.

AFFIRMED BEFORE ME at the _____ of _____)
_____, in the Province of _____)
Alberta, this _____ day of _____,)
20____.)
)
)
)

A Commissioner for Oaths)
in and for the Province of Alberta)

Signature of Bylaw Enforcement Officer



VILLAGE OF CARMANGAY

BYLAW NO. 836

REGIONAL ASSESSMENT REVIEW BOARD BYLAW

BEING A BYLAW OF THE VILLAGE OF CARMANGAY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING A REGIONAL ASSESSMENT REVIEW BOARD;

WHEREAS, section 454 of the *Municipal Government Act*, states that council must by bylaw establish a local assessment review board and a composite assessment review board; and

WHEREAS, section 455(1) of the *Municipal Government Act*, states that two or more councils may agree to jointly establish the local assessment review board or the composite review board, or both, to have jurisdiction in their municipalities; and

WHEREAS, the Oldman River Regional Services Commission (Commission) and Municipalities within the region, jointly wish to establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by an assessed person or taxpayer of a Regional Member Municipality;

NOW THEREFORE, the Council of the Village of Carmangay duly assembled, enacts as follows:

1. TITLE

1.1 The title of this Bylaw shall be the “Regional Assessment Review Board Bylaw”.

2. DEFINITIONS

2.1 Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the *MGA*.

2.2 In this bylaw the following terms shall have the meanings shown:

- a. **Alternate** means a person who is available to perform the duties of a member in the event the member is unable to fulfil Board duties.
- b. **Board** means the Regional Assessment Review Board.
- c. **CARB** means the Composite Assessment Review Board established in accordance with the *Municipal Government Act* hears complaints on assessment notices for property other than the property described in section 460.1 of the *Municipal Government Act*.
- d. **Clerk** means the person appointed to carry out the duties and functions of the assessment review board as required under section 456 of the *Municipal Government Act*.
- e. **Citizen-at-large** means a person who does not represent a specific organization and is appointed by Council.
- f. **LARB** means the Local Assessment Review Board established in accordance with the *Municipal Government Act* hears complaints on assessment notices for property other than the property described in section 460.1 of the *Municipal Government Act*.
- g. **Member** means a member of the Regional Assessment Review Board.
- h. **MGA** means the *Municipal Government Act* of Alberta, RSA 2000, Ch. M-26, as amended and Regulations passed under that Act.
- i. **Provincial Member** means a person appointed as a provincial member to a CARB by the Minister in accordance with the *Municipal Government Act* and the *Matters Relating to Assessment Complaints Regulation*.

- j. **Regional Member Municipality** means those municipalities who enter into an agreement with the Commission to jointly establish a Regional Assessment Review Board and who enact a bylaw substantially in the form of this bylaw.
- k. **Regulations** means the Matters Relating to Assessment Complaints Regulation.

3. ESTABLISHMENT OF BOARDS

3.1 That Council hereby establishes the following boards:

- a. a LARB that hears complaints referred to in section 460.1(1) of the *MGA*; and,
- b. a CARB that heads complaints referred to in section 460.1(2) of the *MGA*.

3.2 The Regional Municipal Members, which includes the Village of Carmangay, hereby jointly establish the Regional Assessment Review Board to exercise functions of a Local Assessment Review Board and the functions of a Composite Assessment Review Board.

3.3 Each Member Municipality is responsible for establishing filing fees and administering policies in respect to refunding filing fees in accordance with the *MGA* and the Regulations.

4. JURISDICTION OF THE BOARD

4.1 That the Boards shall have jurisdiction to exercise the functions of a Local Assessment Review Board and the functions of a Composite Review Board under the provision of the *MGA* in respect of assessment complaints made by taxpayers of a Regional Member Municipality.

5. APPOINTMENT OF BOARD MEMBERS

- 5.1 Each Member Municipality may elect to appoint one Citizen-at-large and one Council member to be a Board Member by resolution of Council.
- 5.2 The Clerk shall appoint Citizens-at-large as required to fulfill the needs of the Board so long as they are residents of a Member Municipality.
- 5.3 The Board shall consist of a minimum of twenty members.

6. TERMS OF APPOINTMENT

- 6.1 Unless otherwise stated, all Members are appointed for three-year terms.
- 6.2 If a vacancy on the Board occurs the Member Municipality who made the appointment, or the Clerk, may appoint a new person to fill the vacancy.
- 6.3 A Member may be re-appointed to the Board at the expiration of his/her term.
- 6.4 A Member may resign from the Board at any time on written notice to the Clerk and to the Member Municipality to that effect.
- 6.5 The Member Municipality may remove their designated Member at any time.
- 6.6 The Clerk may remove a Member for cause or misconduct and will report their removal to the Member Municipality who made the appointment.
- 6.7 Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

7. CHAIR

- 7.1 In accordance with section 11 of this Bylaw, the Clerk shall:
 - a. jointly appoint a Member as the Chair of the LARB and CARB;
 - b. prescribe the term of office for the Chair; and

- c. prescribe the remuneration and expenses, if any, payable to the Chair.

7.2 The Chair, or designate, shall convene Members for a panel to hear assessment complaints as required in the *MGA* and section 8 of this Bylaw.

8. PANELS OF THE BOARD

8.1 The Board shall sit in panels to hear assessment complaints as the nature of the complaint may permit or require:

- a. a three persons panel when the Board is acting as a Local Assessment Review Board;
- b. a two persons panel when the Board is acting as a Composite Assessment Review Board; or
- c. a single member when the Board is acting as a Single Member Composite Assessment Review Board or a Single Member Individual Local Assessment Review Board.

8.2 When sitting as the CARB, the Presiding Officer shall be the appointed Provincial Member.

8.3 When sitting as the LARB the Presiding Officer shall be the determined by the panel.

8.4 Where a panel has only one Member, that Member is the Presiding Officer.

8.5 Unless an order from the Minister authorizes otherwise, the panel may not:

- a. consists of more than one councillor to a three persons panel; and,

- b. a single member CARB or LARB panel cannot consist of a councillor.

8.6 When possible, a three person panel will include one Member who is from the municipality under whose jurisdiction the complaint arises.

9. PRESIDING OFFICER

9.1 The Presiding Officer of a panel:

- a. will preside over and be responsible for the conduct of meetings;
- b. may limit a submission if it is determined to be repetitious or in any manner inappropriate; and
- c. will vote on matters submitted to the panel unless otherwise disqualified.

10. CLERK OF THE REGIONAL ASSESSMENT REVIEW BOARD

10.1 That Council jointly appoints the Chief Administrative Officer of the Oldman River Regional Services Commission as the Assessment Review Board Clerk of the Regional Assessment Review Board.

10.2 The Clerk shall:

- a. assist the Board in fulfilling its mandate;
- b. prescribe the remuneration and expenses payable to each member of the Assessment Review Board in accordance with the agreement;
- c. may delegate to an employee the duties and functions of the Assessment Review Board Clerk providing they have successfully completed the training as prescribed by the Minister;
- d. shall issue instructions to independent legal counsel for the Board or panel of the Board; and,

- e. may, at the request of the Presiding Officer of a panel of the Board sign orders, decisions and documents issued by the panel of the Board.

11. DELEGATION OF AUTHORITY TO THE CLERK

11.1 In accordance with its authority under the MGA, Council hereby delegates the Clerk the authority to:

- a. appoint Citizens-at-large to the Regional Assessment Review Board;
- b. jointly prescribe remuneration and expenses payable to each Member of the Board in accordance with the agreement; and
- c. jointly appoint a Member as the Chair of the LARB and CARB and prescribe the term of office and the remuneration and expenses, if any, payable to the Chair.

12. HEARINGS

12.1 Hearings will be held at such time and place as determined by the Clerk.

12.2 The proceedings and deliberations of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act*.

13. QUORUM AND VOTING

13.1 The quorum for panels of the Board shall be as established by the *MGA*, namely:

- a. two Members of a panel acting as a LARB; and
- b. one Member and the Provincial Member of a panel acting as a CARB.

13.2 All members must vote on all matters before the Board unless a pecuniary interest or a conflict of interest is declared.

13.3 The majority vote of those Members present and voting constitutes the decision of the Board.

13.4 Where a member of a panel absents himself or herself from the proceedings due to a conflict of interest or a pecuniary interest, a replacement member of the panel shall be appointed.

14. CONFLICT OF INTEREST

14.1 Where a member of the Board is of the opinion that he or she has a conflict of interest in respect of a matter before the Board, the member may remove himself or herself from Board proceedings while that matter is being discussed, provided that prior to leaving the meeting, the member:

- a. declares that he or she has a conflict of interest; and
- b. describes in general terms the nature of the conflict of interest.

14.2 The Clerk shall cause a record to be made in the Minutes of the members' absence and the reasons for it.

14.3 For the purposes of this provision, a member has a conflict of interest in a respect of a matter before the Board when he or she is of the opinion that:

- a. he or she has a personal interest in the matter which would conflict with his or her obligation as a member to fairly consider the issue; or
- b. substantial doubt as to the ethical integrity of the member would be raised in the minds of a reasonable observer if that member were to participate in the consideration of that matter.

15. PECUNIARY INTEREST

15.1 The pecuniary interest provisions of the MGA apply to all members of the Board while attending meetings of the Board.

- 15.2 A Board member who fails to declare a pecuniary interest in a matter before the Board, or fails to absent himself or herself from proceedings dealing with such a matter, ceases to be a member of the Board.

16. COMMENCEMENT OF APPEALS

- 16.1 In accordance with the *MGA*, an assessed person or a taxpayer may commence an assessment complaint by:
- a. mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the '*Matters Relating to Assessment Complaints*' regulation and within the time specified in the *MGA*; and
 - b. paying the applicable fee.

17. RULES OF ORDER

- 17.1 The Board will conduct hearings and board meets in accordance with:
- a. the provisions of the *MGA* and related regulations;
 - b. principals of natural justice and procedural fairness; and
 - c. the Board's own policies and procedures.

18. ADJOURNMENTS AND POSTPONEMENTS

- 18.1 Adjournments and postponements must be granted in accordance with the *MGA* and the regulations.
- 18.2 The Board may in its discretion grant adjournments of a hearing for such purposes as it feels necessary to ensure proper consideration of the issues before it, including:

- a. allowing the Board to obtain a legal opinion or other professional guidance; or
 - b. to allow a viewing by the Board of the site in respect of which the appeal is being made.
- 18.3 Where the parties to an appeal consent to an adjournment of the hearing, such adjournment may be granted by the Chairperson after consultation with the Members individually (whether in person, by telephone or by e-mail) without the need to convene a formal meeting. In such a case, the Board is deemed to have convened and the hearing is deemed to have commenced as of the date of such consultation.

19. NOTICE OF HEARING AND RECORD OF HEARING

- 19.1 After the hearing of a complaint, the Clerk shall:
- a. under direction of the Presiding Officer, prepare minutes of the hearing, the decision or order of the Board and the reasons for the decision in compliance with the *MGA*; and
 - b. arrange for the order or decision of the Board to be signed and distributed in accordance with the requirements under the *MGA*.
- 19.2 The Clerk will maintain a record of the hearing in accordance with the *MGA* and the regulations.

20. REIMBURSEMENT OF COSTS

- 20.1 The Oldman River Regional Services Commission shall pay for the administrative costs associated with the operation of the Regional Assessment Review Board. Recovery of costs from Regional Member Municipalities will be as set out in the agreements established.

21. RESCINDING OF BYLAW

21.1 Bylaws #738 and #806 are hereby repealed in their entirety.

22. EFFECTIVE DATE

22.1 This bylaw is effective when it received third reading and is signed by the Chief Elected Official and the Chief Administrative Officer, or designate, in accordance with the *MGA*.

Read a First Time this ____ day of _____, 2023.

Read a Second Time this ____ day of _____, 2023.

Permission granted by unanimous consent to proceed with a third reading.

Read a Third and Final Time this ____ day of _____, 2023.

Mayor
Kym Nichols

Chief Administrative Officer
Kelly McLeod

MUNICIPAL BORROWING BYLAW
For the Purpose Specified in Section 256 of the Municipal Government Act
Bylaw No. 835

WHEREAS the Council of Village of Carmangay (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

Financing Operating
expenditures

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation borrow from ATB Financial, previously Alberta Treasury Branches ("ATB") up to the principal sum of \$200,000.00 with interest rate NOT to exceed 10% repayable upon demand at a rate of interest per annum from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. Prior to demand the Corporation make, on account of the borrowing, payments of \$ each, or as may subsequently be agreed with ATB in writing, for a term of years.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
 - (b) as security for any money borrowed from ATB
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.

4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:

x of Taxes, Reserves or Grants

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof.

Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the _____ day of _____ at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this _____ day of _____.

Seal

Chief Elected Official

Chief Administrative Officer