



AGENDA
Bentley Town Council Regular Meeting
Tuesday February 23, 2021
6:45 pm

1. **Call to Order**
2. **Amendments & Acceptance of Agenda**
3. **Adoption of Previous Minutes:**
 - a) **Regular Meeting February 9, 2020**
4. **Financial:**
 - a) **Prepaid Cheque Listing – Cheques No. 20210102 to 20210139**
5. **New Business**
 - a) **Bylaw #226/2021 amendment to Land Use Bylaw 189/2016 regarding Building Demolitions and Manufactured Homes outside of the Manufactured Home District.**
6. **Correspondence**
 - a) **Red Deer River Watershed Alliance – Municipal Support and Annual Report**
 - b) **RCMP Annual Performance Plan – Goal Setting**
 - c) **Lacombe County February 11, 2021 Council Meeting Highlights**
 - d) **Communities in Bloom Letter to Mayor and Council**
7. **Other Business/Council Question Period:**
8. **Adjournment**



**Minutes of the Regular Meeting of the Council of the Town of Bentley
February 9, 2021**

Date & Place: Minutes of the Regular Meeting of the Council of the Town of Bentley, held beginning Tuesday, February 9, 2021 at 6:45am, in the Bentley Municipal Office.

In Attendance Mayor Greg Rathjen
Deputy Mayor Joan Dickau
Councillor Doug Talsma
Councillor Cora Knutson
Councillor Neil Maki
CAO Marc Fortais

Call to Order Mayor Greg Rathjen called the council meeting to order at 6:45pm

Agenda **Motion 38/2021** Moved by Councillor Knutson, "THAT the agenda be amended to include one additional item as New Business:

- 1) Request by Councillor Knutson to represent the Town of Bentley as a Council Representative on the Sylvan Lake Urgent Care Committee.

Carried

Motion 39/2021 Moved by Councillor Talsma, "THAT the agenda as amended be accepted."

Carried

Previous Minutes **Motion 40/2021** Moved by Councillor Maki, "THAT the minutes of the regular meeting held on January 26, 2020 be confirmed."

Carried

Financial

a) **Prepaid Cheque Listing – Cheques 20210053 to 20210101**

Motion 41/2021 Moved by Deputy Mayor Dickau, "THAT cheques numbered 20210053 to 20210101, be received as information."

Carried

New Business

a) **Purchase of blade attachment for Public Works International Dump Truck**

Motion 42/2021 Moved by Councillor Maki, "THAT Mayor and Council authorize CAO Marc Fortais to purchase a SnowDogg 36 inch Full Trip Steel Municipal Plow

Part Number 1666110200 for the 2016 International 7400 SFA with dump at a capital cost of \$10,590 plus GST to be funded from the Public Works Equipment Reserve.

Carried

b) Year End Wastewater and Water Reports

Motion 43/2021 Moved by Councillor Maki, "THAT the Annual Water & Wastewater Reports for the year ending December 31, 2020 and the Drinking Water Safety Plan, be received and accepted by Town Council as information."

Carried

c) 2021 Annual Review Employee Salary Grid Updates

Motion 44/2021 Moved by Mayor Rathjen, "THAT pursuant to Policy 07/04, Council approve a cost of living increase of 1.20% to the salary grid, to take effect March 1, 2021; AND

THAT pursuant to Policy 40/2011, Council approve a cost of living increase of 1.20% to the Council remuneration and expense rates, to take effect March 1, 2021."

Carried

d) Request by Councillor Knutson to represent the Town of Bentley as a Council Representative on the Sylvan Lake Urgent Care Committee

Motion 45/2021 Moved by Councillor Talsma, "THAT Councillor Knutson's request to serve as a representative for Mayor and Council and the Town of Bentley on the Sylvan Lake Continuing Care Committee be approved for the 2021 year."

Carried

Correspondence

- a) 2021 Fortis Alberta Approved Rates**
- b) Lacombe County January 28, 2021 Council Highlights**

Motion 46/2021 Moved by Councillor Knutson, "THAT correspondence item a) to b) be accepted as information."

Carried

Other Business/Council Question Period

a) Parkland Air Shed Management 2021 Membership

- A brief discussion took place regarding the benefits of the Parkland Air Shed Management and the Town's membership to the organization. All of Mayor and Council thought that continued membership in the organization was positive based on the continued work of the organization related to air quality monitoring and awareness.

b) Bentley Arena and Partnership with Bentley School for Hockey Academy

- The CAO Marc Fortais provided an update on the opening of the Arena for educational programs in alignment with AHS recommendations. A partnership to allow the Bentley School to hold skills and drills as an extension of the school during the week will be permitted. Also with recent changes by Alberta Health, the Town was working with Minor Hockey to facilitate up to 10 players in a cohort group at a time to be able to utilize time slots at the Bentley Arena. This is good news to encourage physical activity of our community's youth, following all AHS guidelines and resulting in some revenue to cover the cost of facility operations.

c) In Camera discussion regarding First Impressions Project (In accordance with the Freedom of Information and Protection of Privacy Act, Disclosure harmful to personal privacy - Section 17(1) "The head of a public body must refuse to disclose personal information to an applicant if disclosure would be an unreasonable invasion of personal privacy."

Motion 47/2021 Moved by Councillor Talsma, "THAT the Regular Meeting of Council be closed to the public for a discussion to take place regarding the First Impressions Project at 7:33pm.

Carried

Motion 48/2021 Moved by Councillor Maki, "THAT the Regular Meeting of Council be resumed in public at 7:53pm.

Carried

Motion 49/2021 Moved by Councillor Talsma, "THAT the regular meeting of council be adjourned. Time: 7:59 pm."

Carried

Mayor Greg Rathjen

Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

2021-Feb-17
9:50:48AM

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20210102	2021-02-15	DICKAU, JOAN L				
20210103	2021-02-15	RATHJEN, ARTHUR M				
20210104	2021-02-15	KNUTSON, CORA				
20210105	2021-02-15	TALSMA, DOUGLAS C				
20210106	2021-02-15	MAKI, NEIL				
20210107	2021-02-04	RECEIVER GENERAL	Jan122021	PAYMENT REDUCED EMPLOYMENT INSURANC	5,333.09	5,333.09
20210108	2021-02-04	RECEIVER GENERAL	Jan012021 Jan312021	PAYMENT REGULAR EMPLOYMENT INSURANC REDUCED EMPLOYMENT INSURANC	63.71 16,490.83	16,554.54
20210109	2021-02-13	CARSON, BARBARA J				
20210110	2021-02-13	JENSEN, DARREN J				
20210111	2021-02-13	MEREDITH, SANDRA L				
20210112	2021-02-13	GIBSON, COLE C				
20210113	2021-02-13	DENNEHY, NATHAN				
20210114	2021-02-13	GREAVES, LORYANNE				
20210115	2021-02-13	FORTAIS, MARC C				
20210116	2021-02-13	KIKSTRA, ROBERT B				
20210117	2021-02-12	327241 ALBERTA LTD.	839	PAYMENT JANUARY ANIMAL CONTROL SERVIK	892.50	892.50
20210118	2021-02-12	ACCESS GAS SERVICES	202101-AB1163	PAYMENT NATURAL GAS BILL FOR JANUARY 2	2,718.86	2,718.86
20210119	2021-02-12	CAMPUS ENERGY PARTNERS LP	1000894-202101 1000895-202101	PAYMENT JANUARY ELECTRICITY BILL ELECTRICITY FOR STREET LIGHTIN	8,736.08 5,767.77	14,503.85
20210120	2021-02-12	CRACKER JACK SIGNS	1239	PAYMENT FREIGHTLINER GARBAGE TRUCK DI	204.75	204.75
20210121	2021-02-12	GREAVES, LORYANNE	02112021	PAYMENT OFFICE SUPPLIES WATER, COFFEE	59.87	59.87
20210122	2021-02-12	GREGG DISTRIBUTORS LP	059-345258	PAYMENT HOSE FITTINGS & ADAPTER & SHAF	67.23	67.23
20210123	2021-02-12	LACOMBE COUNTY	IVC00040040	PAYMENT 2021 CARB & LARB MEMBER FEES 8	997.50	997.50
20210124	2021-02-12	MEREDITH, SANDRA	01022021	PAYMENT OFFICE JANITORIAL FOR FEBRUAR'	200.00	200.00
20210125	2021-02-12	MOUNTAIN AIR MECHANICALLTD.	10512	PAYMENT ARENA LABOUR, MILEAGE & ICE PR	735.00	735.00
20210126	2021-02-12	PARKLAND AIRSHED MANAGEMENT ZONE	2021-032	PAYMENT 2021 PAMZ AQM PROGRAM FEES	358.72	358.72
20210127	2021-02-12	PITNEY BOWES	03022021	PAYMENT POSTAGE	540.00	540.00
20210128	2021-02-12	PUROLATOR COURIER LTD.	446592606	PAYMENT COURIERED BANK DRAFT TO ONTA	38.96	38.96
20210129	2021-02-12	SERVUS CREDIT UNION	01312021	PAYMENT SERVUS MASTERCARD FOR JANUA	133.41	133.41
20210130	2021-02-12	SYLVAN LAKE SUMMER HOCKEY CAMP LTD		PAYMENT		10,500.00



TOWN OF BENTLEY

Cheque Listing For Council

2021-Feb-17
9:50:48AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20210130	2021-02-12	SYLVAN LAKE SUMMER HOCKEY CAMP LTD	01022021	FEBRUARY 2021 ARENA CARETAKE	10,500.00	10,500.00
20210131	2021-02-12	TELUS COMMUNICATIONS INC.		PAYMENT		1,177.90
			02042021.	ARENA WI-FI	68.25	
			04022021	INTERAC LINE	105.66	
			Feb042021	TELUS BILL FOR FEBRUARY 2021	1,003.99	
20210132	2021-02-12	TELUS MOBILITY INC.		PAYMENT		131.97
			09022021	P.W. CELLS PHONES & FIRE DEPAR	131.97	
20210133	2021-02-12	VEUGER, JULIAN		PAYMENT		400.00
			01022021	DEM FEBRUARY REMUNERATION	400.00	
20210134	2021-02-12	WOLF CREEK BUILDING SUPPLIES		PAYMENT		2,025.00
			246592	ARENA PAINT SUPPLIES	38.07	
			249734	ARENA PLYWOOD & 2X4'S & 2X6'S &	990.35	
			250792	ARENA MAINTENANCE SUPPLIES	69.27	
			251488	ARENA PAINT SUPPLIES	151.33	
			252611	ARENA - PUSH BROOM	20.99	
			252646	ARENA - PAINT SUPPLIES, PLYWOO	754.99	
20210135	2021-02-12	TAXERVICE		PAYMENT		7,345.80
			1312021	TAX RECOVERY FEES	7,345.80	
20210136	2021-02-16	BENTLEY MUNICIPAL LIBRARY		PAYMENT		6,000.00
			16022021	DONATIONS TO ORGANIZATIONS	6,000.00	
20210137	2021-02-16	BENTLEY MUSEUM SOCIETY		PAYMENT		2,745.60
			16022021	DONATION TO COMMUNITY ORGAN	2,745.60	
20210138	2021-02-16	MEDICINE LODGE SKI CLUB		PAYMENT		4,000.00
			16022021	DONATION TO COMMUNITY ORGAN	4,000.00	
20210139	2021-02-16	BENTLEY & DISTRICT FARMERS MARKET		PAYMENT		5,000.00
			16022021	DONATIONS TO COMMUNITY ORGA	5,000.00	

Total 98,813.73

*** End of Report ***



Agenda Date: February 23, 2020

Agenda Item: **New Business:**
Bylaw 226/2021 amendment to the Land Use Bylaw 189/2016 regarding Building Demolitions and Manufactured Homes outside of the Manufactured Home District

LEGISLATIVE REQUIREMENT/AUTHORITY

WHEREAS Section 639 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

WHEREAS the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, permits a Council to pass a bylaw to amend the land use bylaw; and

WHEREAS the Council of the Town of Bentley deems it necessary and expedient to amend Land Use Bylaw Number 189/2016, through bylaw amendment number 226/2021.

SUMMARY AND BACKGROUND

The Town of Bentley received a development application for the property located at 4814 50th avenue on January 25, 2021 (Attachment #1). This application specified that the existing derelict structure would be demolished and be replaced by a modular/manufactured home on screw piles with an addition in the residential R1 district. We have been working with the landowner to provide clarity to the type of development that could be considered to ensure that the characteristics of the R1 district remain intact, while finding a way to allow such development to continue.

Currently the Land Use Bylaw is silent on the treatment of modular or manufactured homes within the R1 District, and it is not listed as a permitted or discretionary use. The application by the landowner initiated an analysis of the Land Use Bylaw by administration and supported by Parkland Community Planning Services. Through that analysis it was identified that an amendment would be necessary to be able to consider the placement of the modular/manufactured home within the R1 district and to ensure that there were guidelines and standards from an architectural standpoint that would preserve the characteristics of this district. Also, it was further discovered that there needed to be some additional clarity regarding permitting requirements for demolitions to ensure that this type of activity could be undertaken safely and that the town understood through the permitting process the work to be undertaken.

As a result of this analysis and the amendments required, administration with the support of Parkland Community Planning Association, has prepared the attached Land Use Bylaw Amendment 226/2021 (Attachment #2) for Mayor and Council's consideration.

The amendment considers the following:

1. THAT Schedule B: Supplementary Regulations is amended by replacing Section 1(5) with the following:

“1(5) Building Demolition

- (a) A development permit is required where the demolition of one or more buildings or structures having a floor area greater than 10.0 m² (108 ft²) is proposed and will take place in advance of obtaining approval for redevelopment of the site or replacement of the buildings. This application shall be processed as a permitted use in all Land Use Districts.
- (b) In addition to the requirements of Section 3.3 of Part Three (Permission for Development), the Development Officer may require an application that involves demolition of a building to be accompanied by a statement indicating:
 - (i) how the demolition will be carried out so as to avoid or minimize the creation of dust and other nuisances to surrounding properties;
 - (ii) the final reclamation and grading of the parcel;
 - (iii) the proposed means of removing the buildings, disposing of material and time of demolition activity; and
 - (iv) the safety protocols to be used during the demolition activity.
- (c) Whenever a development permit is issued that involves the demolition of a building, it shall be a condition of the permit that:
 - (i) the site be properly cleaned, with all debris removed;
 - (ii) the site is left in a graded condition that removes or fills in excavations and is in accordance with the site drainage requirements of this Land Use Bylaw; and
 - (iii) the applicant arranges for the safe disconnection of all municipal and private utilities serving the building to be demolished prior to demolition commencing.
- (d) Where a permit is approved, the Development Authority may require the applicant to provide a letter of credit or other security of such amount to cover the costs of reclamation and any damage to utilities.”

2. THAT Schedule B: Supplementary Regulations is amended by adding the following as Section 6(18):

“6(18) Manufactured Homes outside the Manufactured Home District

- (a) A manufactured home and any additions to the manufactured home in a District other than the Manufactured Home District (R3) shall meet all of the requirements that apply to a single family detached dwelling for that District.
- (b) In addition to the requirements that apply to a single family detached dwelling, a manufactured home and any additions to the manufactured home in a District other than the Manufactured Home District (R3) shall have:
 - (i) a minimum roof pitch of 4:12 (rise:run);
 - (ii) a roof surface of wood or asphalt shingles, clay or concrete tiles, slate or wood shakes, or metal or composite material;
 - (iii) a minimum roof overhang or eaves of 0.3m (1.0 ft.) from each external wall surface;
 - (iv) a permanent foundation consisting of a basement, crawl space, slab on grade, or screw piles with skirting or false walls on all sides of the building to block all views of the underside of the manufactured home and addition;

- (v) a maximum length to width ratio of 3:1 (3 units of length to 1 unit of width);
- (vi) a minimum width of 6.1m (20 ft.) measured from external wall surface to external wall surface; and
- (vii) a minimum floor area as required in the applicable District.”

3. THAT Schedule C: Land Use District Regulations is amended by adding

“Manufactured homes meeting the requirements of Schedule B, Section 6(18)”

as a discretionary use where it would appear in alphabetical order in the following land use districts:

Low Density Residential District (R1)
Low Density Residential District (R1A)
General Residential District (R2)
General Residential District (R2A)
General Residential District (R2B)

The intent of this amendment is to ensure that the Town can encourage a variety of forms of affordable development, while ensuring that they meet a minimum standard or guideline that preserves the characteristics of the district that they are considered in.

RATIONALE FOR RECOMMENDATION

The idea of creating a beautiful city or town is appealing to all communities. Any amendment considered to the Land Use Bylaw, must consider the compatibility with surrounding development in terms of land use function and scale of development. As well as take into consideration the opinions of area residents within the district (s) being considered for the amendment.

The consideration of placing a manufactured home within the various residential districts should be taken seriously and should not be approved without careful consideration to the aesthetics of the property and its compatibility with the neighborhood as mentioned above. However not considering this type of development is also detrimental to the community, “if and when you have a proposal that will meet the requirements as outlined in this amendment”. When done properly a modular/manufactured home with additions will look like a single family home and can be compatible in that residential neighborhood.

The recommendation, is to amend the Land Use Bylaw in such a way that these proposals will be considered as a discretionary use. This also places the care and control for approval of such applications with the Municipal Planning Commission, allowing for additional rigor and care beyond the development officers opinion. Thereby ensuring that such applications will be considered on a case by case basis by multiple representatives for the community.

In regard to the amendment related to demolition, the amendment proposed will clarify the necessity for a development permit application for any demolition undertaken. It will also impose some additional requirements to ensure that the process of demolition is carried out safely and that a plan is presented to the development officer that outlines the process and steps for the activity to be safely carried out.

BUDGET AND FINANCIAL CONSIDERATIONS

None

ALTERNATIVES:

1. Council gives first reading to the proposed bylaw.
2. Council requests further information from Administration before proceeding with first reading of the bylaw.
3. Council provides direction to Administration on changes to the proposed bylaw with the amended bylaw coming before Council for first reading at a later date.

RECOMMENDATION:

THAT Bylaw 226/2021 Building Demolitions and Manufactured Homes outside of the Manufactured Home District, being a bylaw to amend the land use bylaw 189/2016 be given first reading; and

THAT a public hearing be scheduled for March 23, 2021 and be held at the Town Hall at 4918 50th ave. in Bentley Alberta at 6:45pm, in accordance with section 230 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, to provide the public an opportunity to speak to the proposed bylaw amendment.

ATTACHMENTS:

1. Development Application Summary – 4814 50th Ave
2. Bylaw 226/2021 – Building Demolitions and Manufactured Homes outside of the Manufactured Homes District

Marc Fortais, CAO



Town of Bentley

Box 179, 4918 – 50 Avenue
Bentley, AB T0C 0J0
403-748-4044 Fax: 403-748-3213
www.townofbentley.ca

Attachment #1 Development Application Summary 4814 50th Ave

Date Application Received: January 25, 2021

Property Address: 4814 50th Ave
Legal Description: Lot 6 & 7, Block 10, Plan 132U
Parcel Size: 30.50 meters X 42.68 meters (100.06ft X 140.02ft)
1301.74 sq. meters or 14,010 sq. ft.

Description: Relocate Modular Home, Construction of Addition & Decks plus teardown of existing derelict home.

Land Use District: R1

Current Use: Vacant/Uninhabited

Proposed Use: Single Family Dwelling

Proposed Development Size

- Garage 126.41 sq. meters or 1,360.67 sq. ft.
 - Home 102.48 sq. meters or 1,103.09 sq. ft.
 - Addition 26.05 sq. meters or 280.40 sq. ft.
 - Upper Deck 41.42 sq. meters or 445.84 sq. ft.
 - Lower Deck 39.43 sq. meters or 424.42 sq. ft.
 - Total Parcel Coverage 335.79 sq. meters or 3,614.42 sq. ft.
- Habitable Floor Area 102.48 sq. meters or 1,103.09 sq. ft.**
Percentage Parcel Coverage 25.80%
- Minimum Habitable Floor Area 90 sq. meters or 969 sq. ft.
 - Max Parcel Coverage 55.00%

The proposed development meets the minimum habitable floor area and is under the maximum allowable parcel coverage in the R1 District

Set Backs

Front (m)	8m or 26.24 ft.	Rear (m)	10m or 32.81 ft.
Side (m)	1.5m or 4.92 ft.	Side (m)	1.5m or 4.92 ft.

The proposed development meets the minimum required setbacks in the R1 District

Cont'd next page

Proposed Building plan for 4814 50 Ave Bentley, AB

2002 SRI 16' X 76' Modular Home

Vaulted ceilings

2X6 construction

Vinyl clad windows

3 bedroom, 2 full bath

Recent Cambridge shingles (2019)

Addition will be constructed onsite, 2X6 constructed walls, matching shingles.

New clad doors & windows

Total square footage of home with addition will be approx. 1496 sq ft / 138.98 sq meters.

Addition, decks, & railing will meet building code regulations.

Home will be welded on steel screw pilings at approx. 36" above ground surface grade.

Gas & power will be provided underground from newly serviced shop as secondary service to home.

Water and sewer will be brought to surface upon demolition of existing house to accommodate new dwelling as per electrician and plumber recommendations.

Home, addition, and existing garage will be resided with siding that blends in with existing dwellings in the area. Overall heights will not exceed 20ft/ 6.1m from surface grade on home and addition.

Sample Picture of what the Development will potentially look like:



Pictures of Existing Modular Prior to Improvements and Placement



LOT PLAN DRAWING

30.49

2.08

9.16

GARAGE
(0.40 & 0.60 Eaves)
(Measurements
are to Siding)

13.80

13.80

9.16

Door
Concrete
Pad

2.29

15.92

Lot 6
Block 10
Plan 132 U

15.83

HOME **
ADDITION **
UPPER DECK **
LOWER DECK **

Gravel
Driveway

359°59'33"
42.68

Lot 7
Block 10
Plan 132 U

10.6m

16.16m

7.62m

6.1m

4.27m

2.44m

2.44m

23.29m

4.4m

8.79m

1.7m

42.68

359°58'59"

1.7

30.50

00'

Sidewalk

13.0

**BYLAW NO. 226/2021
TOWN OF BENTLEY**

A BYLAW OF THE TOWN OF BENTLEY TO AMEND
LAND USE BYLAW NO. 189/2016

WHEREAS Section 639 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

WHEREAS the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, permits a Council to pass a bylaw to amend the land use bylaw; and

WHEREAS the Council of the Town of Bentley deems it necessary and expedient to amend Land Use Bylaw Number 189/2016;

NOW THEREFORE the COUNCIL OF THE TOWN OF BENTLEY DULY ASSEMBLED ENACTS AS FOLLOWS:

1. THAT Schedule B: Supplementary Regulations is amended by replacing Section 1(5) with the following:

“1(5) Building Demolition

- (a) A development permit is required where the demolition of one or more buildings or structures having a floor area greater than 10.0 m² (108 ft²) is proposed and will take place in advance of obtaining approval for redevelopment of the site or replacement of the buildings. This application shall be processed as a permitted use in all Land Use Districts.
- (b) In addition to the requirements of Section 3.3 of Part Three (Permission for Development), the Development Officer may require an application that involves demolition of a building to be accompanied by a statement indicating:
 - (i) how the demolition will be carried out so as to avoid or minimize the creation of dust and other nuisances to surrounding properties;
 - (ii) the final reclamation and grading of the parcel;
 - (iii) the proposed means of removing the buildings, disposing of material and time of demolition activity; and
 - (iv) the safety protocols to be used during the demolition activity.
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 - (i) the site be properly cleaned, with all debris removed;
 - (ii) the site is left in a graded condition that removes or fills in excavations and is in accordance with the site drainage requirements of this Land Use Bylaw; and

- (iii) the applicant arranges for the safe disconnection of all municipal and private utilities serving the building to be demolished prior to demolition commencing.
 - (d) Where a permit is approved, the Development Authority may require the applicant to provide a letter of credit or other security of such amount to cover the costs of reclamation and any damage to utilities.”
2. THAT Schedule B: Supplementary Regulations is amended by adding the following as Section 6(18):

“6(18) Manufactured Homes outside the Manufactured Home District

- (a) A manufactured home and any additions to the manufactured home in a District other than the Manufactured Home District (R3) shall meet all of the requirements that apply to a single family detached dwelling for that District.
 - (b) In addition to the requirements that apply to a single family detached dwelling, a manufactured home and any additions to the manufactured home in a District other than the Manufactured Home District (R3) shall have:
 - (i) a minimum roof pitch of 4:12 (rise: run);
 - (ii) a roof surface of wood or asphalt shingles, clay or concrete tiles, slate or wood shakes, or metal or composite material;
 - (iii) a minimum roof overhang or eaves of 0.3m (1.0 ft.) from each external wall surface;
 - (iv) a permanent foundation consisting of a basement, crawl space, slab on grade, or screw piles with skirting or false walls on all sides of the building to block all views of the underside of the manufactured home and addition;
 - (v) a maximum length to width ratio of 3:1 (3 units of length to 1 unit of width);
 - (vi) a minimum width of 6.1m (20 ft.) measured from external wall surface to external wall surface; and
 - (vii) a minimum floor area as required in the applicable District.”
3. THAT Schedule C: Land Use District Regulations is amended by adding
“Manufactured homes meeting the requirements of Schedule B, Section 6(18)”

as a discretionary use where it would appear in alphabetical order in the following land use districts:

Low Density Residential District (R1)
Low Density Residential District (R1A)
General Residential District (R2)
General Residential District (R2A)
General Residential District (R2B)

Read a First time in Council this ____ day of _____, 2021

Read a Second time in Council this ____ day of _____, 2021

Read a Third time in Council this ____ day of _____, 2021

TOWN OF BENTLEY

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Town of Bentley
Box 179
Bentley, Alberta T0C 0J0

Re: Municipal Support for the Red Deer River Watershed Alliance

Dear Town of Bentley,

Thank-you for your ongoing support of the Red Deer River Watershed Alliance (RDRWA), the designated Watershed Planning and Advisory Council for the Red Deer River watershed. This letter provides an update on the RDRWA's recent activities that benefit the Town of Bentley and the broader watershed.

Who We Are

The Red Deer River Watershed Alliance was established in 2005 and is one of 11 Watershed Planning and Advisory Councils (WPACs) which partner in the delivery of Alberta's *Water for Life Strategy*. Our vision is that the watershed will be healthy, dynamic, and sustainable through the efforts of the entire community. As a multi-sector and collaborative not-for-profit organization, a core tenet of our work is that all sectors have a role to play in watershed management.

Our goals are to provide a forum for information exchange and dialogue, to raise awareness of watershed issues, and to promote the use of best practices and the integrated management of land and water resources. 2020 marks our 15th anniversary, and over this time, we have been able to bring diverse perspectives together to tackle complex watershed issues in practical and innovative ways. Highlights of our work include a comprehensive State of the Watershed Report (2009), an Integrated Watershed Management Plan on water quality (2016), education and outreach programs to thousands of central Albertans, on-the-ground restoration projects, and timely advice on land and water-resource files to members and municipalities.

An Ongoing Relationship

Your municipality plays a key role in the RDRWA both as a partner and funder. **We rely on the 50 cent per capita funding that comes from municipalities**, and together, municipalities contribute approximately 20% of the RDRWA's annual funding. Our records show that the Town of Bentley has been a longstanding supporter of the RDRWA, and we hope to see that relationship continue. Consistent core funding from our partners is integral to the operations of WPACs in the province, and supports our ability to lead projects with adequate staff and resources.

Benefits to Your Municipality

The RDRWA recognizes the role of municipalities as major land-use decision-makers and community leaders, and we have been working to provide more targeted support to municipalities since 2017. The RDRWA's work benefits the Town of Bentley through both direct programming and through broader programming that influences the health of local watersheds and the water security of communities.

Our accompanying *2019-2020 Annual Report* provides details about recent activities (attached), with highlights including:

- **New Leadership:** The RDRWA was pleased to appoint Josée Méthot as the new Executive Director in 2020. Ms. Méthot brings extensive expertise in science, policy, and stakeholder engagement to

advance watershed management in Alberta.

- **Protecting Source Waters:** The RDRWA partnered with Fiera Biological Consulting to assess riparian intactness (condition) along 1782 kilometers of shoreline in the Medicine-Blindman Rivers watershed using a GIS-based approach in 2020. The [technical report](#) provides essential information to municipalities and other partners to spatially target the conservation and restoration of riparian areas. The RDRWA will work with partners to develop videos, infosheets, and to plan workshops in support of this project into 2021.
- **Watershed Film:** The RDRWA is nearing completion of a short, broadcast-quality film to raise awareness about the Red Deer River watershed and the importance of water in central Alberta. The film follows the journey of the river from tip to toe, and features a range of experts and municipal leaders. We look forward to launching the film in early 2021, and we plan to visit interested municipalities to screen it later in the year.
- **Mapping Hydrologically Significant Areas:** The RDRWA partnered with the Nature Conservancy of Canada to map “hydrologically significant areas” across the watershed and to develop an online [map portal](#). This information can be used as a practical tool by municipalities, landowners, and industry to help inform planning and management decisions without being prescriptive.
- **Education and Outreach:** The RDRWA runs multiple events to bring various sectors together to learn about watershed issues each year, and also offers education programs to Grade 5 and Grade 8 students. Our work reaches thousands of central Albertans every year.
- **Hydraulic Fracturing Fact Sheet:** The RDRWA was pleased to release a [fact sheet](#) and high-level [recommendations](#) regarding hydraulic fracturing activity and watershed management considerations. The purpose of the two documents is to provide context and guidance to community members, decision-makers, and industry groups.
- **Website:** We are launching a new RDRWA website in late 2020, designed to better meet the needs of our partners and community members. Resources will include RDRWA reports, high-resolution maps, partner resources, and more.

Thank-you again for your ongoing support of watershed management. We hope the Town of Bentley will continue to be a partner and help fund the work of the RDRWA. If you would like the RDRWA to send you an invoice, please contact Kelly Dodds at info@rdrwa.ca or by phone at 403-340-7379. We also ask that you provide us with a primary contact name, phone number and email address, to ensure your municipality receives regular updates. I would also be pleased to answer any questions or discuss ways that the RDRWA can meet the needs of the Town of Bentley.

Sincerely,



Josée Méthot, Executive Director
Red Deer River Watershed Alliance

Marc Fortais TOB

From: McBeth, Jeff <Jeff.McBeth@rcmp-grc.gc.ca>
Sent: Monday, February 15, 2021 8:35 AM
To: Ron Lebsack; Keith Boras (kboras@lacombecounty.com); Jack Ramsden; Marc Fortis; Dave Brand
Cc: McBeth, Jeff
Subject: 2021-2022 APP Goals

Good morning everyone,

As you are all aware April 1 we will enter into a new Annual Performance Plan. In order for the RCMP to be successful in this I need your input into what our goals should be. In the past we have been directed by division and district on some of the goals, however it appears that this year we are not bound by any. Our current goals were Community Engagement, Crime Reduction and Road Safety.

I am asking that you consult with your elected officials with what you all feel are priorities for your respective areas. From that I will selected the goals, complete the APP and will set up times when I can meet to discuss this.

If there are any concerns or questions please do not hesitate to get a hold of me.

Thank-you,
Jeff



J.A.G. (Jeff) McBeth, Staff Sergeant
Detachment Commander, Sylvan Lake
Royal Canadian Mounted Police

4260 – 50 Street, Sylvan Lake
(403) 858-7240 (direct)
(403) 318-3927 (cell)



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 11, 2021

COVID-19 Q&A

Council was provided with an update on the latest COVID-19 statistics and the ongoing mandatory restrictions introduced by the Province.

CITY OF LACOMBE/LACOMBE COUNTY IDP/ICF TERMS OF REFERENCE

The terms of reference for the City of Lacombe /Lacombe County IDP/ICF Committee received Council approval.

CITY OF LACOMBE/LACOMBE COUNTY JOINT ECONOMIC AREA AGREEMENT

The City of Lacombe/Lacombe County Joint Economic Area Agreement was approved as presented. The revised Agreement reflects cost-sharing and expansion of the service area.

LED LIGHTING – ENERGY REDUCTION & COST SHARING

A report regarding the installation of LED lights in the administration and shop buildings and the resulting reduction in electricity use was received for information.

COMMITTEE OF THE WHOLE

In addition to receiving the notes of the February 2, 2021 Committee of the Whole meeting for information, Council also reviewed the following items from that meeting:

ECONOMIC DEVELOPMENT

The County Manager was directed to prepare a report with regard to retaining a consultant to develop an Economic Development Strategic Plan for Lacombe County; and further, that the report be presented at a future Council meeting.

REMOTE SHOP USAGE

A discussion with regard to the usage of the County remote shops by graders and plow/sanding trucks; and further, their use to store salt and sand for area road maintenance was received for information.

KUHNEN PARK CAMPGROUND

The County Manager was directed to prepare a report on the future use of the Kuhnén Park Campground; and further, that this report be presented at a future Council meeting.

LACOMBE COUNTY TRAILS

A discussion with regard to the value of trails in Lacombe County and their development in the future was received for information.

UNSIGHTLY PROPERTIES

A discussion with regard to unsightly properties within the County and County hamlets; and further, the enforcement actions for the clean-up of those unsightly properties was received for information.

RCMP SUPERINTENDENT PETER TEWFIK

A presentation by RCMP Superintendent Peter Twefik on the Alberta RCMP Crime Reduction Strategy was received for information.

ALBERTA SERVICE BOARD CONFERENCE

A discussion regarding the recent virtual Albert Service Board Conference was received for information.



WHERE PEOPLE ARE THE KEY

1976 COAL DEVELOPMENT POLICY

Correspondence from the Town of High River and Kim Higgins on the reinstatement of the 1976 Coal Development Policy was received for information.

TAX PENALTY CANCELLATION REQUEST

A motion that Lacombe County cancel the \$108.00 late payment penalty levied on Tax Roll No. 3928172002 did not receive Council approval.

MEMORANDUM OF UNDERSTANDING – RCMP ENHANCED POLICING POSITION

The Memorandum of Understanding with the RCMP to govern the supervision and administration of the Enhanced Policing Position for Lacombe County to provide for a Plain Clothes Investigator within the General Investigation Section Unit of the Blackfalds Detachment received Council approval.

WOLF CREEK PUBLIC SCHOOL BOARD 2021 WCPS THOUGHT EXCHANGE

The Wolf Creek Public School Board 2021 WCPS Thought Exchange was received for information; and further, a letter will be sent to the School Board thanking them for the opportunity to comment on the video.

LACOMBE COUNTY STRATEGIC PLAN

A one-day update of the Lacombe County Strategic Plan will be held on April 29, 2021 commencing at 9:00 a.m. in the Lacombe County Council Chambers.

DIRECTOR - RMA ZONE 2

As requested the following issues will be provided to the Director for Zone 2 of the RMA:

- 1) Unpaid Property Taxes
- 2) Provincial Policing
- 3) Clarification of Bill 48
- 4) Lack of Consultation Between Province and Municipalities
- 5) Municipal Sustainability and Long-Term Funding

BYLAW NO. 1319/20 SYLVAN LAKE INTERMUNICIPAL DEVELOPMENT PLAN

Bylaw No. 1319/20, a bylaw of Lacombe County for the purpose of adopting the Sylvan Lake Intermunicipal Development Plan was given third and final reading of Council.

BYLAW NO. 1328/20 BUFFALO LAKE IDP

Bylaw No. 1328/20, a bylaw of Lacombe County to amend the Buffalo Lake Intermunicipal Development Plan (BLIDP), received third and final reading of Council.

BYLAW NO. 1336/21– BORROWING BYLAW

Bylaw No. 1336/21, a bylaw of Lacombe County to authorize borrowing for financing operating expenditures, was read a first, second and third time and so passed by Council.

Next Regular Council Meeting is
Thursday, February 25, 2021 - 9:00 a.m.

Next Committee of the Whole Meeting is
Tuesday, April 6, 2021 – 9:00 a.m.

Lacombe County Administration Building

****For more details from Lacombe County Council meetings, please refer to the meeting minutes. All meeting minutes are posted on the website (www.lacombecounty.com) after approval.**



Communities in Bloom Alberta

Presented by

COMMUNITIES IN BLOOM ALBERTA & FORTIS ALBERTA

People, Plants, Pride...Growing Together!

Your Partner in Municipal COVID Recovery

Communities in Bloom (CiB) has been serving municipalities across Canada with successful Community Enhancement since 1975. Communities are now facing one of the most challenging times in recent history with the onset of COVID 19.

Your participation in the CiB Alberta program may be one of the highest impact and most economical investments that your municipality could make to sustain community engagement and lead your community through your COVID recovery initiatives.

A small investment (as little as \$400 for an Evaluated registration) will obtain the following benefits:

- Access to professional municipal sector judges who will communicate with and advise your staff and volunteers including Council and community stakeholders through an evaluation and report process on best practices in 7 key areas of your service delivery.
- Consulting, facilitation, and networking services valued at \$5,000 for smaller municipalities to \$30,000 in larger municipalities.
- Guidance and successful volunteer recruitment and management strategies.
- Volunteer training and recognition opportunities. Related to the above point.
- Cross-departmental staff engagement and synergy development supporting a common community-focused service delivery model.
- A template on how to celebrate and acknowledge staff and volunteers for their leadership and commitment to their community.
- Assessment of current service delivery as a benchmark against other similar sized municipalities complete with recommendations for improvements and sharing of sector proven solutions.
- Virtual and in person training, (where appropriate due to COVID-19) to assist, encourage and make the participation an enjoyable, productive and educational celebration of community successes.
- A means to rebuild a challenged volunteer base and foster a new sense of excitement for staff and volunteers as their services and actions are noticed and celebrated.

COVID has placed intense pressure on Municipal budgets. That is why CiB Alberta is taking this proactive approach to offer your Municipality a program that may well be the smallest item in your budget yet bring the highest return on investment.

**FORTIS
ALBERTA**



At this crucial time in our Municipal history, please join us in providing your staff and volunteers this inexpensive and morale-boosting opportunity as part of your COVID Recovery plans.

CiB Alberta is planning a regular CiB program in 2021 (with slight adaptations where required in the event of COVID-19 restrictions). Since judging will be conducted in July and August 2021 and will take place outdoors, CiB Alberta will attempt to adjust aspects such as physically distancing, no indoor events, masks, etc. should these measures be required. We will also be hosting informational webinars over the coming weeks – [Feb 24 10-11 AM](#) and [March 10 10-11 AM](#). Click on the dates to register. These webinars will provide additional information on the CiB program and answer any questions you may have.

On behalf of our Alberta Recreation & Parks Association and Communities in Bloom Alberta, we hope you will include us in your plans to Celebrate, Educate and Support your valued staff and volunteers.

For more complete information please visit our website at <https://arpaonline.ca/program/cib>.

