



**AGENDA**  
**Bentley Town Council**  
**Tuesday March 26, 2024**  
**6:30pm Regular Meeting of Council**

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**1. Call to Order**

**2. Indigenous Acknowledgement**

**“We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.”**

**3. Amendments & Acceptance of Agenda**

**4. Adoption of Previous Minutes:**

- a) Regular Meeting of Council March 12, 2024**

**5. Financial:**

- a) Prepaid Cheque Listing – Cheques No. 20240167 to 20240208**
- b) Council Remuneration – February 2024**

**6. New Business**

- a) Delegation Susan Samson – Sylvan Lake Urgent Care Health Foundation**
- b) Bentley Arena Ice Plant Replacement**

**7. Correspondence**

- a) Lacombe County Council Highlights – Regular Meeting Mar 14, 2024**
- b) Lacombe County Council Highlights – Special Meeting Mar 14, 2024**
- c) Lacombe County – Volunteer Farm Vehicle Safety Checks**
- d) Assessment Model Review – Minister Ric McIver**

**8. Other Business**

- a) Urban Hens (Councillor Hansen)**

**9. Adjournment**



## Minutes of the Regular of the Council of the Town of Bentley

March 12, 2024

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**Date and Place** Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, March 12, 2024, at 6:30 p.m., in the Bentley Municipal Office.

**In Attendance** Mayor Greg Rathjen  
Deputy Mayor Grimsdale  
Councillor Valiquette  
Councillor Eastman  
Councillor Hansen  
CAO, Marc Fortais

### Call to Order

**Regular Meeting** Mayor Rathjen called the regular council meeting to order at 6:30pm

**Indigenous Acknowledgement** "We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands."

**Read by Mayor Rathjen**

### Agenda

**Motion 61/2024** Moved by Mayor Rathjen, "THAT the agenda of the March 12, 2024, Regular Meeting of Mayor and Council be amended to include Sylvan Lake Urgent Care Health Foundation as a topic of discussion under other business."

**Carried**

**Motion 62/2024** Moved by Deputy Mayor Grimsdale, "THAT the amended agenda of the March 12, 2024, be accepted."

**Carried**

## Previous Minutes

**Motion 63/2024** Moved by Councillor Valiquette, "THAT the minutes of the February 27, 2024, Regular Meeting of Council be accepted."

**Carried**

## Financial

### a) Prepaid Cheque Listing – Cheques No. 20240121 to 20240166

**Motion 64/2024** Moved by Councillor Hansen, "THAT Cheques No. 20240121 to 20240166 be received for information."

**Carried**

## Unfinished Business

### a) Oxford Park Washroom Quote

**Motion 65/2024** Moved by Councillor Hansen, "THAT Mayor and Council received the Oxford Park Washroom Quote as information, and do not decide regarding whether to proceed, until further information is provided regarding the condition of the Arena Ice Plant and costs to rectify the issues currently being faced. "

**Carried**

## New Business

### a) Monkey Top Fire Cost Recovery

It should be noted that Councillor Hansen declared a potential conflict of interest related to her relationship as a previous employee of the Monkey Top. She indicated that if they were to reopen, she would most likely be employed again and therefore she stated she would not vote on any motion or discuss the issue and she vacated her chair to sit in the audience and watch the discussion.

**Motion 66/2024** Moved by Deputy Mayor Grimsdale, "THAT a short recess be taken to allow time to draft a new motion regarding the Monkey Top Cost Recovery, time was 6:55pm.

**Carried**

**Mayor Rathjen Called the meeting back in session at 6:59pm**

**Motion 67/2024** Moved by Councillor Valiquette, "THAT Mayor and Council authorize CAO Marc Fortais to issue an invoice to the property

owner of the property located at 5002 50<sup>th</sup> Ave (Lot 4, Block 18, Plan 5085 ET) in the amount of \$40,439.27; AND

THAT the invoice to be issued is intended to recover costs of fire response **(staff time and equipment costs invoiced to the Town of Bentley by Lacombe County)** throughout January 2024 and in relation to the Monkey Top Fire, which occurred on said property and for which the recoverable costs have been charged in accordance with Bylaw 128/2008 from the Town of Bentley and Bylaw 1337/21 Lacombe County; AND

THAT the amount invoiced and payable by the property owner be payable within 120 days from the date of issue of the invoice; AND

THAT if the invoice remains unpaid after 120 days, the amount be transferred to the associated property tax account in accordance with the Municipal Government Act, RSA 2000, Chapter M-26 of the revised Statutes of Alberta, Section 553(1)(g); AND

THAT if the current owner of the Monkey Top moved forward to rebuild the Monkey Top or a similar business, the Town of Bentley will refund the amount of \$40,439.27 **(the fire response cost recovery invoiced)**; AND

THAT this amount only be refunded when a final occupancy permit has been approved and issued.

**Carried**

#### **b) Land Use Bylaw – Proposed Changes – Summary**

A presentation was provided by Parkland Community Planning Services (PCPS) regarding the proposed changes to the Land Use Bylaw. These changes include: structural changes, definitions updates, development authority and subdivision authority definitions revised, administrative changes, secondary suites language improvements, short term rentals and air bnb, shipping container regulations, direct control district, murals, fabric covered structures improved language, outdoor storage in non-residential district regulations, site grading requirements refined, temporary use, parking requirements, new signage, change R2A district to RG district, wind energy and solar energy language improvements, sign regulations, hot tubs, stie projections more clearly defined, development permit fees and enforcement.

It is the intent of administration to host a public information session to discuss these changes and seek further input prior to bringing the bylaw before Mayor and Council for 1st reading. In addition, there will be a public hearing in advance of 2<sup>nd</sup> and 3<sup>rd</sup> reading to further provide the opportunity for additional public input.

**Motion 68/2024** Moved by Deputy Mayor Grimsdale, “THAT the presentation provided by Parkland Community Planning Services (PCPS) be accepted as information.”

**Carried**

## Correspondence

- a) **Lacombe County Council Highlights February 22, 2024**
- b) **Media Release – Bentley Council Issues Notice of Intent to Annex Lands**

**Motion 69/2024** Moved by Councillor Valiquette, “THAT correspondence item a) to b) be accepted as information.”

**Carried**

## Other Business

### a) **Extended Producer Responsibility**

Administration provided some general information regarding the transition to extended producer responsibility. The main goal of this initiative is to shift the costs of recycling to the consumer utilizing the product. At some point there will be no cost to the taxpayer in the municipality for the recycling services that currently exist at the transfer site. These costs will be passed onto the consumer and born by the producer. Meetings will begin to take place in 2024 with Alberta Recycling, Town of Bentley and LRWSC.

**No motion was made.**

### b) **Urgent Care Sylvan**

Mayor Rathjen provided an overview of conversations with Susan Samson the chair of the Urgent Care Sylvan Lake Health Foundation. Ms. Samson would like to have a conversation with Mayor and Council regarding why they should have representation on the foundation.

**Motion 70/2024** Moved by Councillor Hansen, “THAT administration invite Ms. Samson to come to a future council meeting to present additional information on the Urgent Care Sylvan Lake Health Foundation.”

**Carried**

## Adjournment

**Mayor Rathjen adjourned the March 12, 2024, Regular Council Meeting at 8:19pm**

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**Mayor Greg Rathjen**

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**CAO Marc Fortais**



# TOWN OF BENTLEY

## Cheque Listing For Council

2024-Mar-20  
12:59:18PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240167	2024-03-15	RATHJEN, ARTHUR M				
20240168	2024-03-15	VALIQUETTE, BRENDA C				
20240169	2024-03-15	HANSEN, PAMELA				
20240170	2024-03-15	GRIMSDALE, DALE A				
20240171	2024-03-15	EASTMAN, LENORE M				
20240172	2024-03-12	ANDREAS PELZ	REPL-20240077 REPL-20240077	Replacement Cheque Replacement Cheque	260.00	260.00
20240182	2024-03-15	CARSON, BARBARA J				
20240183	2024-03-15	JENSEN, DARREN J				
20240184	2024-03-15	MEREDITH, SANDRA L				
20240185	2024-03-15	GIBSON, COLE C				
20240186	2024-03-15	DENNEHY, NATHAN				
20240187	2024-03-15	GREAVES, LORYANNE				
20240188	2024-03-15	FORTAIS, MARC C				
20240189	2024-03-15	KIKSTRA, ROBERT B				
20240190	2024-03-15	LOOV, CHRISTOPHER D				
20240191	2024-03-15	ACCESS GAS SERVICES	202402-AB1878	PAYMENT NATURAL GAS FOR FEBRUARY	3,903.54	3,903.54
20240192	2024-03-15	GRAYSON EXCAVATING LTD.	3572	PAYMENT REPAIR SERVICE LEAK 5401 50	6,589.29	6,589.29
20240193	2024-03-15	HHID	69504	PAYMENT DEM FEBRUARY PAYMENT	787.50	787.50
20240194	2024-03-15	MAGNUM HYDROVAC	1064	PAYMENT SUMP PITS CLEAN OUT AT PW S	1,512.00	1,512.00
20240195	2024-03-15	SERVUS CREDIT UNION	02292024	PAYMENT SERVUS MASTERCARD FOR FEI	772.05	772.05
20240196	2024-03-20	BENTLEY ESSO	29022024	PAYMENT VEHICLE/EQUIPMENT GAS/DIES	2,266.91	2,266.91
20240197	2024-03-20	CARSON, BARB	13032024	PAYMENT REIMBURSEMENT MILEAGE	110.35	110.35
20240198	2024-03-20	G.L.D.C. GAS CO-OP LTD.	686492	PAYMENT FIRE DEPARTMENT NATURAL G/	890.41	890.41
20240199	2024-03-20	GOVERNMENT OF ALBERTA - LAND TITLES	29022024	PAYMENT LAND TITLES FEE	100.00	100.00
20240200	2024-03-20	LACOMBE SIGNMASTERS	35483	PAYMENT NEW TOWN LOGO MUNICIPAL S/	2,620.80	2,620.80
20240201	2024-03-20	OUTLAW ELECTRIC LTD.	10022 10030 10034 10037 10038 10044 10045 10054	PAYMENT OFFICE & DROP IN LIGHTING M/ PUMPHOUSE MATERIAL & MAIN ARENA - SCORECLOCK MATERI/ ARENA LIGHTING MAINTENANCI PARKS & REC-LIGHTING REPAIR ICE PLANT & OVERHEAD DOOR ARENA MAINTENANCE BENTLEY FIRE DEPT INTERNET	311.32 599.40 627.27 1,636.54 452.39 1,883.70 257.25 648.56	6,416.43
20240202	2024-03-20	PIKE, KATHY	18032024	PAYMENT FACILITATION OF LITTLE CHEFS	585.57	585.57



# TOWN OF BENTLEY

## Cheque Listing For Council

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20240203	2024-03-20	TELUS COMMUNICATIONS INC.	04032024 04032024. MAR042024	PAYMENT INTERAC LINE ARENA WIFI TELUS BILL FOR MARCH	37.54 78.75 685.40	801.69
20240204	2024-03-20	TELUS MOBILITY INC.	9153364229	PAYMENT PW CELL PHONES & FIRE DEPAI	133.58	133.58
20240205	2024-03-20	VALIQUETTE, BRENDA	01022024	PAYMENT MILEAGE REIMBURSEMENT TO I	18.88	18.88
20240206	2024-03-20	WASTE CONNECTIONS OF CANADA INC.	7425-00002610	PAYMENT COMMERCIAL WASTE PICKUP F	1,485.28	1,485.28
20240207	2024-03-20	WILD ROSE ASSESSMENT SERVICES	9309	PAYMENT PROGRESS PAYMENT FOR MAR	1,330.88	1,330.88
20240208	2024-03-20	WORKERS' COMPENSATION BOARD	27017455	PAYMENT INSTALLMENT PAYMENT	4,115.79	4,115.79

**Total 56,319.64**

\*\*\* End of Report \*\*\*



# TOWN OF BENTLEY

## Cheque Register

Pay Period M202402 Batch # 16381

<b>Cheque #</b>	<b>Cheque Date</b>	<b>CEO</b>	<b>CAO</b>	<b>Employee</b>	<b>Amount</b>
20240167	2024-03-15			17 RATHJEN,ARTHUR	968.40
20240168	2024-03-15			84 VALIQUETTE,BRENDA	595.07
20240169	2024-03-15			85 HANSEN,PAMELA	741.83
20240170	2024-03-15			86 GRIMSDALE,DALE	618.49
20240171	2024-03-15			87 EASTMAN,LENORE	577.02
<b>Totals</b>					<b>3,500.81</b>

\*\*\* End of Report \*\*\*



## **2023 Year in Review**

### **Sylvan Lake and Area Urgent Care Committee**

Since opening in June 2018, the Sylvan Lake Advanced Ambulatory Care Service (AACS) has been providing diagnosis and treatment for non-life-threatening injuries and illnesses for residents and visitors of Sylvan Lake. AACS continues to see high volumes of patients with 18,386 patients using this service in 2023. The Urgent Care Committee is a group of 11 volunteers who raise money to support the operations of the AACS. The following is an overview of the activities of the committee in 2023.

#### **Medical Equipment Purchases**

In 2023, an Oxygen Concentrator valued at \$2,467.00 and a Broselow Cart valued at \$3,500.00 were purchased and are in place at the AACS. Equipment or services are purchased as required to support the AACS and its staff in delivering healthcare.

#### **Fundraising**

##### **Tim Hortons Smile Cookie**

A major fundraising effort is the Tim Horton's Smile Cookie Campaign that took place in May 2023. During this week-long campaign, cookies were sold to Tim Horton's patrons and local business. The success of this campaign is credited to over 100 volunteers from the community, local businesses, fire, RCMP, Town Bylaw, local youth, service clubs and elected officials who spent a total of 48 hours in the drive-thru promoting the sale of cookies. The cookie sale raised \$18,146.66 for the future purchase of medical equipment for AACS.

Smile Cookie will continue in May 2024 and we are currently seeking volunteers for both cookie sales on site at Tim Hortons, cookie decorators during the campaign. Or if you have a flair for details, we would love to have you join us for the organization of the volunteers and hands on management during the week of cookie sales. Email Susan Samson [susamson56@gmail.com](mailto:susamson56@gmail.com)

##### **Golf Tournament**

The Sylvan Lake and District Lion's Club Golf Tournament held in July 2023 was another resounding success. Started in 2015, the tournament continues to attract golfers to Meadowlands Golf Course to enjoy the game, camaraderie, food and support local community causes. In 2023 the tournament donated to the Urgent Care Committee and to the newly formed Lions Seniors Independent Affordable Housing Project. In 2024 the tournament will be held on July 5<sup>th</sup>. For further information contact: Klaas Van Veller [kandmvanveller@yahoo.com](mailto:kandmvanveller@yahoo.com)

##### **AHS 50/50**

AHS employees have a 50/50 payroll raffle where employees choose a facility they would like the 50/50 proceeds to be directed to. In 2023 \$21,688.01 was directed to be sent to the Urgent Care Committee for the future purchase of equipment at the AACS. Another great reason to thank a healthcare employee!

##### **Donations**

Urgent Care regularly receives donations directed to the operations and equipment purchases to enhance and support AACS. Each donation received receives a CRA tax receipt that can be used as a deduction on your income tax. Donations can be made out to and mailed to:  
Urgent Care Committee, Box 8985, Sylvan Lake, AB, T4S 1S6

##### **Nurse practitioners added to Sylvan Lake ambulatory care service**

Two nurse practitioners have been added to the care team at the Sylvan Lake Advanced Ambulatory Care Service, as part of ongoing efforts to support the health and wellness of community residents.

The nurse practitioners are working alongside nursing staff to provide care and support to residents in much the same way as physicians now do. Nurse practitioners are registered nurses with advanced

knowledge and skills who can provide health promotion and primary care through the diagnosis and treatment of acute illnesses and chronic conditions.

In a community-based setting, such as this advanced ambulatory care service, they will perform comprehensive assessment and diagnosis (including the ordering and interpretation of tests), prescribe medications, and provide specialist referrals for patients of all ages.

### **Sylvan Lake and Area Health Foundation**

The UCC is taking steps to form a Health Foundation. The overarching purpose of the health foundation is to be able to solicit and receive gifts, financial or otherwise for the benefit of the AACS. The Health Foundation would have its own board of directors including one seat for AHS. All donations would be eligible for a charitable receipt. These functions are currently performed on our behalf by the Stettler Health Foundation and we have outgrown their accounting service.

If you are interested in applying to be a director on the Sylvan Lake and Area Health Foundation, please contact Susan Samson. [Susamson56@gmail.com](mailto:Susamson56@gmail.com)

### **Sylvan Lake Health Professional Attraction and Retention Committee or SLhPARC**

SLhPARC was formed in 2023 and the committee's purpose is to recruit and retain healthcare professionals in our community. SLhPARC was funded by a generous anonymous donation and one-time matching funds from the Urgent Care Committee. New family doctors relocating to Sylvan Lake will help insure that AACS is open 7 days a week from 7:30am-10:00pm. To date, SLhPARC, working closely with AHS has attracted 5 International Medical Graduates to Sylvan Lake. Of the 5 doctors, 3 are currently practising in Sylvan Lake medical clinics and all the new doctors are contracted to work at AACS. This will help reduce the staffing pressures experienced at AACS.

On behalf of the volunteer Urgent Care Committee, we would like to thank Sylvan Lake and Area for your continued support. If you would like further information or would like to get involved, please reach out to us.

Susan Samson  
Chair  
Urgent Care Committee  
Sylvan Lake and Area



**Agenda Date:** March 26, 2024  
**Agenda Item:** Arena Ice Plant Replacement

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### **ADMINISTRATIVE RECOMMENDATION**

THAT Mayor and Council authorize CAO Marc Fortais to award a contract to Red Deer Heating and Refrigeration to construct a new ice plant for the Bentley Arena to a maximum value not to exceed \$600,000; AND

THAT this will include all costs including any required engineered drawings, reviews, permitting and code compliance, and ground preparation for the site; AND

THAT CAO Marc Fortais formally request and secure a grant from Lacombe County for 50% of the funding to support the utilization of the facility by county residents; AND

THAT should Lacombe County not approve funding to support the ice plant replacement, that CAO Marc Fortais undertake to obtain debenture funding to support the ice plant replacement to be paid back through future LGFF and/or CCBF Grant Funding in 2025; AND

THAT the remainder of the funds for the project be allocated from 2024 LGFF and/or CCBF Grant funding

### **SUMMARY & BACKGROUND**

The Bentley Arena was constructed in 1965 and has operated since it was opened. The arena supports a multitude of community activities, including the Bentley Farmers Market, The Curling Club, Bentley Minor Hockey, The Bentley Rodeo, Parkland Hockey League, Bentley Skating Club, Bentley School Hockey Academy, and a variety of other bookings from organizations throughout Lacombe County, Red Deer, and Sylvan Lake. The Arena is an important asset for the community and attracts tourism and supports the local business community by drawing people that spend money in support of those local businesses.

Administration for the Town of Bentley has had concerns regarding the operation of the Slab and the ice plant, and the continued ability to be able to make ice due to imminent failures of both the slab & plant. The arena slab has had problems in the past and due to the significant cost of a full replacement, only a partial replacement from the end of the faceoff circle to the East end boards was done in 2007 at a cost of \$185,432.00. This partial replacement has continued to cause issues with the separate sections of the slab moving differently and causing a significant difference in elevation between the two pieces of slab. As a result, the Town asked Stantec Consulting to undertake a review of the slab and provide an order of magnitude cost estimate to facilitate the consideration of seeking out funding for a full slab replacement. **(Attachment #1)** The movement in the slab is between 2" and 3" and has resulted in a crack opening in the slab along the line of movement, which is causing spalling of the concrete and additional cracks forming in the new slab.

Although a partial slab replacement is again an option discussed in the report, it is not recommended due to the issues that we are currently experiencing. As well, contractors have indicated that they would not warranty a partial slab replacement as they feel expected lifespan would only be two years. In addition, issues such as failure of piping connections between slabs, cracking and or settling of the existing slab and new slab portion, failure of structural connections between the two slabs and differing ground conditions can result with a partial slab replacement.

Additionally, the Ice Plant in the Arena has a stamp of 1974 and only serves a single ice slab. The Curling Rink has a separate ice plant, and both are served by a single evaporative condenser outside the ice plants. Originally the refrigerant was R22, then changed to R407c and is now using R448A.

The ice plant continues to experience failures of the refrigerant piping and the chilled brine piping and as a result in the past two months we have spent over \$18,000 in repairs. The entire refrigeration plant is past its serviceable operational life span, which is typically around 20 years based on industry standard, however with regular maintenance, these plants can last around 40 years. Currently our plant is 50 years old. While the plant is still operational, we continue to experience failures and each time must replace the freon at a cost of around \$3,000 to \$5,000 an occurrence. In addition, the plant is very inefficient when compared to a new plant and parts and servicing of the plant can become more difficult as parts become harder to find.

It should be noted that the town and the County have supported investment in the Arena throughout its lifecycle and overall, the building is in great shape, items such as:

- Improved drainage around the building (2008)
- Replacement of lobby roof and North Wall insulated building panels (2008)
- Replacement of concrete on north side & under and behind spectator stands (2008)
- Replacement all exit doors (2008)
- Replacement West Wall insulated building panels (2009)
- Replacement 4 furnaces (2009)
- New score clock, replace overhead heaters, replace compressor, and brine components (2011)
- New rubber flooring, new energy efficient lighting over ice surface, replace toilets, sinks, urinals, epoxy shower walls and floors, new flooring in lobby washrooms (2013)
- New Arena/Curling Rink Roof (2014)
- Concrete Replacement (Ice resurfacers entrance to ice surface) (2015)
- Ongoing maintenance, painting, flooring, ice plant (2016-2020)
- New northeasterly loading ramp and disability access project (2021)
- New vestibule East side (2022)
- Replaced door hardware and doors (2023)

Investment in the facility for the past 15 years has been more than \$1,500,000 and has resulted in a great facility that is continuing to support the community of Bentley, the County, and the Central Alberta Region.

Town of Bentley Administration feels based on the investment in the facility to date and from a fiscal responsibility perspective it makes sense to continue to invest in the arena, replace the slab, and ice plant to preserve the longevity of the asset for the next 25 to 30 years. Consideration to build a new facility is not fiscally responsible at this time due to the small tax base and given the investment to date in the existing facility. Replacements such as the slab and ice plant, along with the continued maintenance of the building

will continue to meet the needs of the community for many years to come, until such a time that Bentley's tax base grows and is able to bear the tax implications of building a new facility.

As mentioned above in 2021, Town of Bentley Administration undertook an engineering study of the Arena. This study has been used as a basis and cost estimate to submit grant applications to Canada Green and Inclusive Buildings Program in 2022 and to Canada Community Revitalization Fund in 2021. The Town of Bentley has not received any federal support to fund the increasingly critical repairs to the facility. In fact, we were left for more than 19 months with no answer from the federal government and no response from Minister Sean Fraser, despite numerous requests from Mayor Rathjen and MP Blaine Calkins to his office.

The estimate in the study had indicated that an ice plant replacement would be between \$1,443,000 for an ammonia plant and \$1,526,000 for a CO2 plant. Neither of these explored further options with R448.

Recently through discussions with Red Deer Refrigeration, our contractor that works on emergency repairs to the plant, we discussed other options including building a new plant with R448. This type of refrigerant is a new, low hazard, non-flammable refrigerant, which has a low GWP (Global warming potential) rating and is not currently mandated to be phased out. Red Deer Refrigeration has built several ice plants including most recently, Loughheed Curling Club, and Forestburg Curling Club. The feedback from these clubs regarding Red Deer Refrigeration and the installation and service related to these plants was excellent.

The price point for the construction and installation of a new ice plant on skid and placed on screw piles is approximately \$600,000. This includes engineered and stamped drawings ensuring code compliance, removal and replacement of the existing plant, disposal of brine and equipment, ground preparation and screw piles and to also includes the install of two heat recovery units that can capture the excess heat from the plant and be used to heat the arena for spectators. Upon review by our engineers, they have indicated that we will not find a better price and that this will provide a solution for the ice plant for the next 25 to 30 years.

Administration feels that this is a cost-effective solution to ensure uninterrupted operation of the ice plant, in alignment with the building life and also will allow Bentley to experience growth with other initiatives such as the Bentley Southeast Area Structure Plan. In 25 to 30 years the conversation regarding a new facility can return if there is tax base expansion and continued growth in the Town and County, which will result in better affordability for a new facility. Administration is recommending that the Town of Bentley enter into a contact with Red Deer Refrigeration for the replacement of the ice plant and to fund this contract through the LGFF and CCBF funds allocated to the Town along with a grant request to Lacombe County. Should the grant request not be approved by the County, the town would seek a short-term debenture to be paid back through future grant funds from LGFF and CCBF in 2025.

## **BUDGET AND FINANCIAL INFORMATION**

• Engineering/Design, review of buildings and systems plus stamped drawings	\$ 10,000
• Remove and Replace Ice Plant	\$410,000
• Brine and Equipment Disposal	\$ 39,000
• Ground Preparation and Screw Piles	\$ 20,000
• Install two heat recovery units	<u>\$ 42,000</u>
Sub-Total	\$521,000
Contingency (10%)	\$ 52,100
GST (5%)	<u>\$ 26,550</u>
<b>Total Project Cost</b>	<b>\$599,650</b>

## RATIONAL FOR RECOMMENDATION

- This is a cost-effective solution to extend the ice plant life for the next 25 to 30 years in alignment with building lifecycle.
- Under the New West Trade Partnership Agreement for procurement a government entity should bid out work in excess of \$200,000. However, there is an exception, where goods are required to respond to an unforeseeable situation of urgency. Our plant is failing and:
  - The ice plant continues to fail and is costing us a significant amount of money to repair each time and it is beyond its useful life. It will continue to fail. This creates interruption for minor hockey and other users who need a stable facility to encourage usage and bookings.
  - Time is of the essence, we are wrapping up the ice season and so are other rinks and facilities, spring and summer maintenance and programs are beginning, equipment lead time is an issue and if we do not move forward, immediately, we will lose the window of opportunity to complete this project this season in time to not impact Fall ice season and users such as minor hockey.
- The proposed estimate is a fraction of the cost estimate by our engineer for a CO2 or Ammonia Plant and the refrigerant proposed R448A is not currently mandated to be phased out, which means that realistically it should be good for a long time to come. Even if it were listed to be phased out in the future, there would need to be years of transition time.
- Addressing the ice plant now, will mean we can focus on obtaining grants or lobbying the province to provide support for the slab, but it will provide some stability for making ice, will reduce operational costs and power consumption and reduce green house gas for the facility.

## ATTACHMENTS:

- 1) Bentley Arena Engineering Study 2021

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Marc Fortais, CAO



## **Bentley Arena Engineering Study**

June 30, 2021

Prepared for:

Town of Bentley


Prepared by:

Stantec Consulting Ltd.



## BENTLEY ARENA ENGINEERING STUDY


This document entitled Bentley Arena Engineering Study was prepared by Stantec Consulting Ltd. ("Stantec") for the account of Town of Bently (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by  \_\_\_\_\_  
(signature)

**Benjamin Ellah**

Prepared by  \_\_\_\_\_  
(signature)

**Lorne Hildebrandt**

Reviewed by  \_\_\_\_\_  
(signature)

**Brad Vander Hayden**





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## BENTLEY ARENA ENGINEERING STUDY

### Existing Arena Conditions

## 1.0 EXISTING ARENA CONDITIONS

The Bentley Arena was constructed in 1965 and has been in operation since it was opened. The Town of Bentley asked Stantec Consulting Ltd (Stantec) to review the existing slab condition. The review of the slab took place on January 22, 2021 with representatives from Stantec, the Town of Bentley, and the arena operators. While Stantec was on site they took the opportunity to review the existing ice plant serving the slab. The review was completed with ice on the arena slab and some of Stantec's reporting is based on information provided by the Bentley Arena operator and Town of Bentley staff.

### 1.1 ARENA SLAB CONDITION

The arena was constructed in 1965 and most of the slab is original to the facility. The slab had a partial replacement, in 2007, from the end faceoff circle to the East end boards. Refer to Figure 1 Area of New Slab. In the past few years, the area of the new slab has started moving vertically up and down reportedly between 600mm (2') and 900mm (3'). The slab drops during the operating season and rises in the spring when the ice is removed. This movement has resulted in a crack opening in the slab along the line of movement, spalling of the concrete and addition cracks forming in the new slab.

**Figure 1 Area of New Slab**



The movement of the slab has resulted in uneven ice coverage. The uneven ice coverage has resulted in inefficient ice plant operation, repainting of the lines during the season, melting of the ice during chinooks



## BENTLEY ARENA ENGINEERING STUDY

### Existing Arena Conditions

at the West End Boards, heaving of the spectator walkways on each side of the rink, and heaving of the boards. Refer to Figure 2, Figure 4, Figure 3 and Figure 5 for examples of the ice depth testing. The ice coverage was measured as follows:

- West End Boards 12mm (1/2")
- West End Goalie Key 25mm (1")
- Center Line 25mm (1")
- Crack Line 25mm (1")
- East End Goalie Key 200mm (8")
- East End Boards 25mm (1")



## BENTLEY ARENA ENGINEERING STUDY

### Existing Arena Conditions

**Figure 2 Drill Hole Example**



**Figure 3 Ice Depth Example 2**



**Figure 4 Ice Depth Example 1**



**Figure 5 Ice Depth Example 3**



The heaving and movement in the slab could also be influenced by the surrounding soil and underground water conditions adjacent to the building and throughout Bentley. The finished grade along 50<sup>th</sup> Street is higher than the arena slab and then slopes down to the west appearing lower at the west end of the arena. Geotechnical information available for review from road work that the town did on 53<sup>rd</sup> Avenue indicates a high-water level in boreholes along 53<sup>rd</sup> Avenue in proximity to 50<sup>th</sup> Street. This high-water level may also impact the soils under the arena slab which in turn can assist in the heaving, especially if the slab is not insulated and the soil has high moisture content when it freezes when the slab is cooled to make ice.

Typically, due to the movement we would expect damage to the chilled water lines in the refrigeration slab. However, the operator has not seen a loss of brine in the system or soft spots in the slab that run the length of the rink. Those issues would indicate damage to the refrigerant piping in the slab and loss of a cooling loop.



## BENTLEY ARENA ENGINEERING STUDY

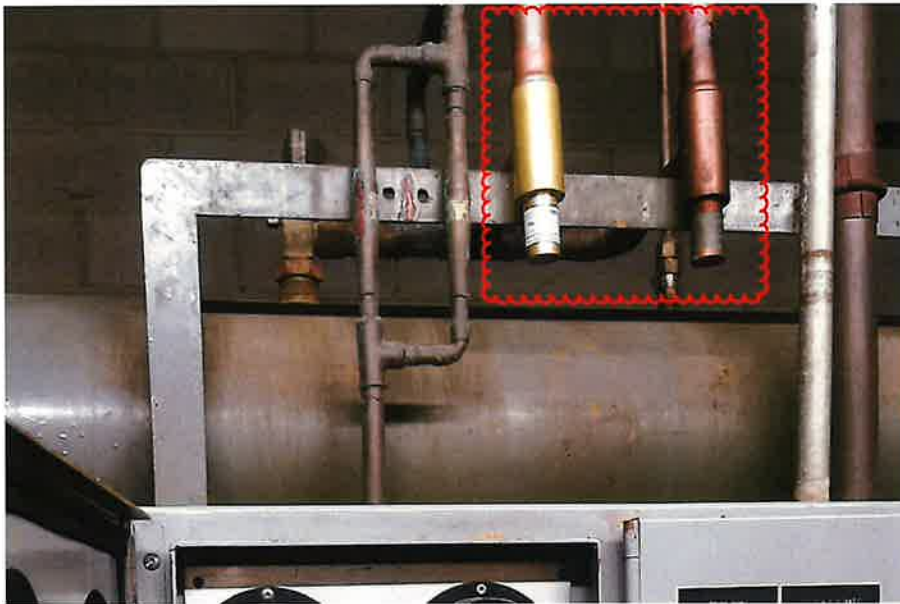
### Existing Arena Conditions

Record drawings and construction photographs of the partial replacement of the slab are not available. The operators and Town of Bentley staff did remember details about the construction, specifically that the new slab area was insulated underneath. As the new slab has been insulated and the existing slab is not insulated Stantec believes that while it appears that the new slab is dropping during the ice season it is possible that the existing slab is frost heaving, and the new slab is not moving.

## 1.2 ARENA ICE PLANT CONDITION

The ice rink refrigeration plant is original to the facility and only serves the single ice slab, the curling slab has a separate ice plant, and both are served by a single evaporative condenser outside the ice plants. Originally the refrigerant was R22 and has been changed in the past few years to R407c. The ice plant has had a failure of the refrigerant piping and the chilled brine piping and portions of the piping has been repaired and replaced. Refer to Figure 6 for a sample of repairs to the refrigeration plant. The entire refrigeration plant is past its serviceable operational life span. While the plant is still operational the plant is very inefficient when compared to a new plant and parts and servicing of the plant can become more difficult as parts are harder to find for the old equipment. It also appears that the refrigeration plant room does not meet the requirements of the existing refrigeration code for safety and ventilation systems.

**Figure 6 Example of Refrigeration Plant Repairs**



## BENTLEY ARENA ENGINEERING STUDY

### Slab Renovation Options

## 2.0 SLAB RENOVATION OPTIONS

### 2.1 OPTION 1 - ARENA SLAB PARTIAL REPLACEMENT

Stantec is of the opinion that the 1965 slab is heaving, and the 2007 slab is not heaving. We have spoken to several contractors with the specialty experience with installing ice rink slabs about partial rink slab replacement. The contractors that have completed this type of work told us that it was only to achieve one or two more years of operation on facilities that already had major slab replacements and renovations planned. The contractors also indicated that no warranty would be provided on a partial replacement. Stantec feels this heaving is due to the insulation that was installed below the 2007 slab. An option to deal with the issue of the heaving is to remove the east end slab and the insulation and replace it with a new uninsulated slab. A review of the soils under the slab once demolished will aid in developing a solution for remediating the soils below the slab. Newer technologies are available that can provide soil stabilization or strengthening that could be considered as part of the base soil remediation.

The following major steps would be required to complete the construction of option 1:

- Remove boards, demolishing the slab, piping, and insulation.
- Excavation down to suitable native materials and backfilling with engineered fill or other soil stabilizing solution.
- Dowling to connect the existing and new slab.
- Backfill with drainage rock, installation of new refrigerant pipes with connection to the old and placement of the new slab.
- Curing, reinstallation of boards and startup of the new slab.

As only a portion of the existing slab is being replaced this option has substantial risks as follows:

- An expected life span of only one to two years.
- Failure of the piping connections between the new slab piping and the existing slab piping.
- Cracking and or settling of the existing slab or new slab.
- Failure at the structural connection between the two slabs.
- No warranty being provided by the contractor.
- Not actually correcting the heaving issue with the existing slab and ending up with the exact same issue in the future.



## **2.2 OPTION 2 - ARENA SLAB REPLACEMENT**

To remove the issue with differential movement of the arena slab the entire slab could be replaced. This would involve demolishing the existing 1965 slab and the new 2007 slab. The two slabs would be replaced with a single continuous slab. A new brine header would be installed from the refrigeration plant to the ice slab and new chilled brine loops would be run in the slab. A warm floor and drainage grid would be installed below the existing slab to prevent frost penetration and future heaving of the ice rink slab. The existing boards would be removed at the start of the project and reinstalled at the end of the project. As with any arena slab it is critical that the contractors be qualified to do the work, an ice rink slab is not the same as any other slab and as such we recommend that only contractors with experience in the installation of arena concrete slabs be allowed to bid this sort of project.

The following major steps would be required to complete the construction of option 2:

- Removal and storage of the existing boards.
- Removal of the existing slabs, piping, header, and sub grade material.
- Compaction of the native materials and back fill with new sub grade materials.
- Installation of new sub surface heating, drainage, and insulation.
- Installation of new header, chilled floor piping, and concrete ice rink floor.
- Curing, reinstallation of boards and start up of the new slab.

As with any construction project the replacement of the entire slab does have some risks as follows:

- The number one risk is cost as the cost of a new slab will be more than a partial slab replacement.
- The boards once completely removed may not be suitable for reinstallation and a new boards system would have to be supplied.
- Getting a contractor that does not have previous experience with this sort of project and we get a poor-quality product that does not last the 30 to 40 years we would expect from an ice rink slab.



## BENTLEY ARENA ENGINEERING STUDY

### Ice Plant Renovation Options

## 3.0 ICE PLANT RENOVATION OPTIONS

A typical ice plant would have an expected operational life span of 30 to 35 years. The refrigeration plant at Bentley arena is original to the facility and is at least 56 years old. Due to its age the refrigeration plant has an assumed coefficient of performance (COP) of 1, whereas new systems have a COP of 3 or higher. While the refrigeration plant does not need to be replaced at the same time as the ice slab it is a good opportunity to replace aging infrastructure without further impacting the operational season of the facility. As well as serving the ice rink the new plant would be capable of serving the curling rink and submetering would be provided to accurately monitor the utility costs.

The refrigerants used at modern rinks use are manufactured refrigerant, CO<sub>2</sub>, or ammonia. We understand that another municipality has an ammonia plant that they are planning on selling and this might be an opportunity. Ammonia refrigerant is the most efficient refrigerant if the rink is to be operational year-round. Ammonia refrigerant would require extensive plant room upgrades including but not limited to an exit directly to outdoors, vestibules on all doors to the plant room, conversion of the structure to be non-combustible, a new gas detection system and associated warning devices and a new ventilation system. We recently did a study for a municipality near Edmonton that had a similar plant room upgrade requirement and based on that project, we estimate an order of magnitude cost of \$100,000.00. As well as the upgrades to the space, additional staff training would be required, and a refrigeration mechanic would be required. Due to the additional construction cost, the additional staff training and the possible new hire we will not be considering or recommending an ammonia plant.

### 3.1 OPTION 1 – MANUFACTURED REFRIGERANT ICE PLANT

Manufactured refrigerant, often referred to as Freon, is a common method of providing air conditioning to buildings and has been used as an ice rink refrigerant in the past. The existing refrigeration plant had used R22 and has recently been switched to R407c refrigerant due to R22 being discontinued due to its environmental effects. A new low charge manufactured refrigerant to brine refrigeration plant would be provided in the existing plant room. The refrigerant would be a class A1 refrigerant, a non-toxic, non-flammable refrigerant with a global warming potential (GWP) below 300. The refrigerant plant would have a COP of 3.0 to 3.2. The plant would consist of a low charge refrigerant to brine chiller, a condensing cooler, a chilled brine pump, a heat recovery heat exchanger, a warm brine pump and all required controls, valves, etc. Waste heat would also be harvested from the plant to provide underfloor heating. The chemicals and systems for the existing plant and the new plant are of similar operation and as such they do not need to be installed at the same time; a new plant could be installed in the future. Also, as this is a new plant if a new arena is constructed in the future the plant could be relocated to serve the new arena.





### **3.2 OPTION 2 – CO<sub>2</sub> REFRIGERANT ICE PLANT**

Another option would be a CO<sub>2</sub> to brine refrigerant plant will be installed in the existing refrigeration plant. The refrigerant system will consist of CO<sub>2</sub> compressors, CO<sub>2</sub> to brine chiller, a CO<sub>2</sub> to warm brine heat exchanger, all the required pumps, controls, valves, etc. Waste heat would also be harvested from the plant to provide underfloor heating. The chemicals and systems for the existing plant and the new plant are of similar operation and as such they do not need to be installed at the same time; a new plant could be installed in the future. Also, as this is a new plant if a new arena is constructed in the future the plant could be relocated to serve the new arena.



# BENTLEY ARENA ENGINEERING STUDY

Opinions of probable cost

## 4.0 OPINIONS OF PROBABLE COST

The following costing is to be considered an Opinion of Probable Cost (OPC). The following budgetary costs are based on cost data from the latest edition of RS Means, supplier information and recent construction experience including the Village Square Leisure Centre. The costs include a 20% contingency and 15% for professional services. All costs listed below are rounded to the nearest \$1000.

### 4.1 SLAB REPLACEMENT OPTIONS OPC

Option 1 Partial Slab Replacement .....	\$666,000.00
Option 2 Full Slab Replacement .....	\$1,440,000.00

### 4.2 REFRIGERANT PLANT OPTIONS OPC

Option 1 Manufactured Refrigerant Plant.....	\$1,443,000.00
Option 2 CO2 Refrigerant Plant .....	\$1,526,000.00

### 4.3 COST EXPLANATIONS

We have not had previous experience with replacing partial ice rink slabs, but we have spoken to contractors with ice rink slab experience, Bry Sand Concrete and Cimco Refrigeration, and they made recommendations on the costing. Our costs for the partial slab replacement are based on their recommendations.

We have done many full ice slab replacements with facilities that have single ice sheets and multiple ice sheets throughout Alberta. Our most recent ice plant replacement, Village Square Leisure Centre, cost was approximately \$1,045,000.00 and allowing for a 20% contingency and 15% for professional services is how we calculated the \$1,440,000.00 ice slab replacement.

The OPCs for the refrigerant plant options were based on budget prices provided by refrigeration contractors, Cimco Refrigeration & Gateway Refrigeration. We have also allowed for a new gas detection system so that we meet the requirements of the Refrigeration Code.



## BENTLEY ARENA ENGINEERING STUDY

### Grants

## 5.0 GRANTS

We have reviewed the grants that would be available for this project. The Province of Alberta has the Community Facility Enhancement Program (CFEP). CFEP funding provides financial assistance to acquire, build, purchase, repair, renovate, upgrade or expand sports, recreational, cultural or other related public-use community facilities. This funding source could be used for replacement of the refrigerated slab. Municipalities are not eligible for CFEP funding but, you could partner with a non-profit organization, or agricultural society to apply for the funding and have the project completed. The Municipal Climate Change Action Centre (MCCAC) has the Recreation Energy Conservation Program (RECP). This funding source is to save money by reducing energy use and greenhouse gas emissions from municipality's recreation facilities. The MCCAC RECP could be used for the replacement of the refrigeration plant. The Canadian federal government has the Canada Community Revitalization Fund (CCRF) offered through Western Economic Diversification Canada. The CCRF provides funding for communities across Canada to help them build and improve community infrastructure projects to help the communities rebound from the effects of the COVID-19 pandemic. The CCRF would be suitable for the slab replacement and the ice plant replacement.





## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING MARCH 14, 2024

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### **POLICE GOVERNANCE SURVEY**

The proposed response to the Provincial Policy Advisory Questionnaire was endorsed by Council and will be submitted on behalf of Lacombe County.

### **ALUS LACOMBE PUBLIC ADVISORY COMMITTEE APPOINTMENT**

The request from Alternative Land Use Services (ALUS) Lacombe to appoint an Agricultural Service Board Member to the ALUS Lacombe Public Advisor Committee was received for information.

### **RICHARDS OIL AND GAS OUTSTANDING PROPERTY TAX PAYMENT PLAN REQUEST**

A request by Richards Oil and Gas for the the proposed cancellation of late payment penalties and levies in the amount of \$42,494.54 in exchange for payment of their outstanding tax balance of \$58,513, did not receive Council approval.

### **CENTRAL ALBERTA BUSINESS ADVANTAGE SUMMIT 2024**

Council received information regarding the upcoming Central Alberta Business Advantage Summit 2024, which will be held April 22 to 26, 2024 in Olds. The purpose of the Summit is to invite small business owners, entrepreneurs, and investors from India into the Central Alberta community to encourage dialogue and foster a deeper understanding of markets, challenges, and opportunities in the area. Representatives of Council and staff will attend the event.

### **TOWN OF BENTLEY NOTICE OF ANNEXATION**

Subsequent to Council's recent adoption of the Southeast Bentley Area Structure Plan, the Town of Bentley wishes to proceed with the annexation of the lands within the plan area. The February 27, 2024 Notice of Annexation from the Town of Bentley was received for information.

### **LACOMBE FISH AND GAME ASSOCIATION AWARDS AND GALA**

Representatives of Council will attend the upcoming Lacombe Fish and Game Association Awards and Gala event on April 13, 2024.

### **MEETING WITH RCMP AT RMA SPRING CONVENTION**

Council will meet with members of the RCMP on March 20, 2024, during the upcoming RMA Spring Convention, to discuss topics including restorative justice, crime reduction, community safety and wellbeing, copper theft, and organized crime in rural areas.

### **RMA SPRING CONVENTION RESOLUTIONS**

Council reviewed the proposed RMA Spring Convention resolutions. The Convention will be held in Edmonton from March 18 to 20, 2024.

### **BYLAW NO. 1409/24**

Bylaw No. 1409/24, a bylaw of Lacombe County for the purpose of amending the Village of Alix/Lacombe County Intermunicipal Development Plan received first reading and approval to hold a public hearing. A public hearing for Bylaw No. 1409/24 will be held on April 11, 2024 commencing at 9:00 a.m. at Lacombe County Council Chambers.

### **INDUSTRIAL SUBDIVISION – DOW CHEMICAL RAIL YARD EXPANSION**

By resolution of Council, the subdivision application for 9.03 acres of Pt. SW 39-25-W4M was approved subject to several conditions.



WHERE PEOPLE ARE THE KEY

**DAVID THOMPSON SNOW RIDERS' ASSOCIATION**

Council received a presentation on the activities and initiatives of the David Thompson Snow Riders' Association (DTSRA).

**CLIVE SCHOOL PARENT COUNCIL ASSOCIATION**

Council received a presentation from representatives of the Clive School Parent Council Association regarding the Clive School Playground project.

**Next Regular Council Meeting is**

**March 28, 2024 – 9:00 a.m.**

**Next Committee of the Whole Meeting is**

**April 2, 2024 – 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](http://www.lacombecounty.com)) after approval.**



## HIGHLIGHTS OF THE SPECIAL MEETING OF COUNCIL MARCH 14, 2024

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### **PUBLIC HEARING FOR BYLAW NOS. 1406/24 AND 1407/24**

A public hearing was held for Bylaw Nos. 1406/24 and 1407/24 pertaining to proposed amendments to allow two dwellings on 10+ acre agricultural parcels. Bylaw No. 1406/24 is a bylaw of Lacombe County to amend the Lacombe County Municipal Development Plan, Bylaw No. 1238/17, as it relates to general regulations. Bylaw No. 1407/24 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw, Bylaw No. 1237/17, as it relates to general regulations.

Council will consider further action regarding the proposed bylaw amendments at a future Council meeting.

**Next Regular Council Meeting is**  
**March 28, 2024 – 9:00 a.m.**

**Next Committee of the Whole Meeting is**  
**April 2, 2024 – 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](http://www.lacombecounty.com)) after approval.**



## MEDIA RELEASE

**March 20, 2024**

### **Lacombe County to host voluntary Farm Vehicle Safety checks**

*(Lacombe, Alberta – March 20, 2024)* – Lacombe County is excited to announce a two-day voluntary farm vehicle safety check event, taking place at our Rainy Creek (April 3) and Tees (April 4) satellite public works shops. This initiative is part of our ongoing efforts to enhance the safety and awareness within our agricultural industry, while also promoting 'Vision Zero'—a key component of the Lacombe County Traffic Safety Plan.

'Vision Zero' embodies our belief that no loss of life on Alberta's roads should be considered acceptable. By conducting Farm Vehicle Safety checks, we are taking a significant step towards ensuring our community remains safe and fostering a positive relationship with our local producers.

"Our local agricultural producers play a crucial role in our community, and it's imperative that they can conduct their operations without the fear of being stranded or, worse, involved in an accident due to equipment failure," said Ray Kawai, Lacombe County Community Peace Officer. "These checks are about education and collective effort to enhance road safety for everyone."

In Alberta, farm vehicles are held to the same equipment regulations as commercial vehicles. Lacombe County's initiative aims to collaborate with our farming community to not only ensure compliance but also promote a positive image of our agricultural sector.

At the event, Commercial Vehicle Inspectors will be available to conduct thorough safety inspections in line with the Commercial Vehicle Safety Alliance standards. Any safety violations identified will be detailed in a personalized vehicle inspection report, with guidance provided on necessary repairs.

*Note: Inspection results are indicated on Carrier Profiles of those operating under the authority of a Safety Fitness Certificate; please get in touch with CPO Services if you have any questions.*

For those with questions about ELDs, load securement, or other transportation-related issues, our local Peace Officers will be on-site and eager to assist.

#### **Event Details:**

- **Dates & Locations:**
  - **April 3:** Rainy Creek Shop, located on Rainy Creek Road near RR 3-0, from 9:00 AM to 3:00 PM.
  - **April 4:** Tees Shop, located at the intersection of Hwy 12 and Hwy 821, Tees, from 9:00 AM to 3:00 PM.



- **Additional Information:**

- Refreshments and lunch will be provided.
- We welcome you to drop in anytime between 9:00 AM and 3:00 PM. However, booking in advance is recommended to ensure priority; drop-ins will be accommodated as possible.
- For those bringing multiple vehicles, please stagger your arrivals by approximately 20 minutes to facilitate a smooth process.

For more information or to book your inspection time, please call 403-782-8959 or email [tgessleman@lacombecounty.com](mailto:tgessleman@lacombecounty.com). We look forward to your participation in making our roads safer for everyone.

For more information, please contact:

**Ray Kawai**

Community Peace Officer/CVSA – Certified Roadside Inspector  
Lacombe County

Email: [rkawai@lacombecounty.com](mailto:rkawai@lacombecounty.com)

Phone: 403-782-8959





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver  
Minister

.../2

cc: Chief Administrative Officers  
Tyler Gandam, President, Alberta Municipalities  
Paul McLauchlin, President, Rural Municipalities of Alberta

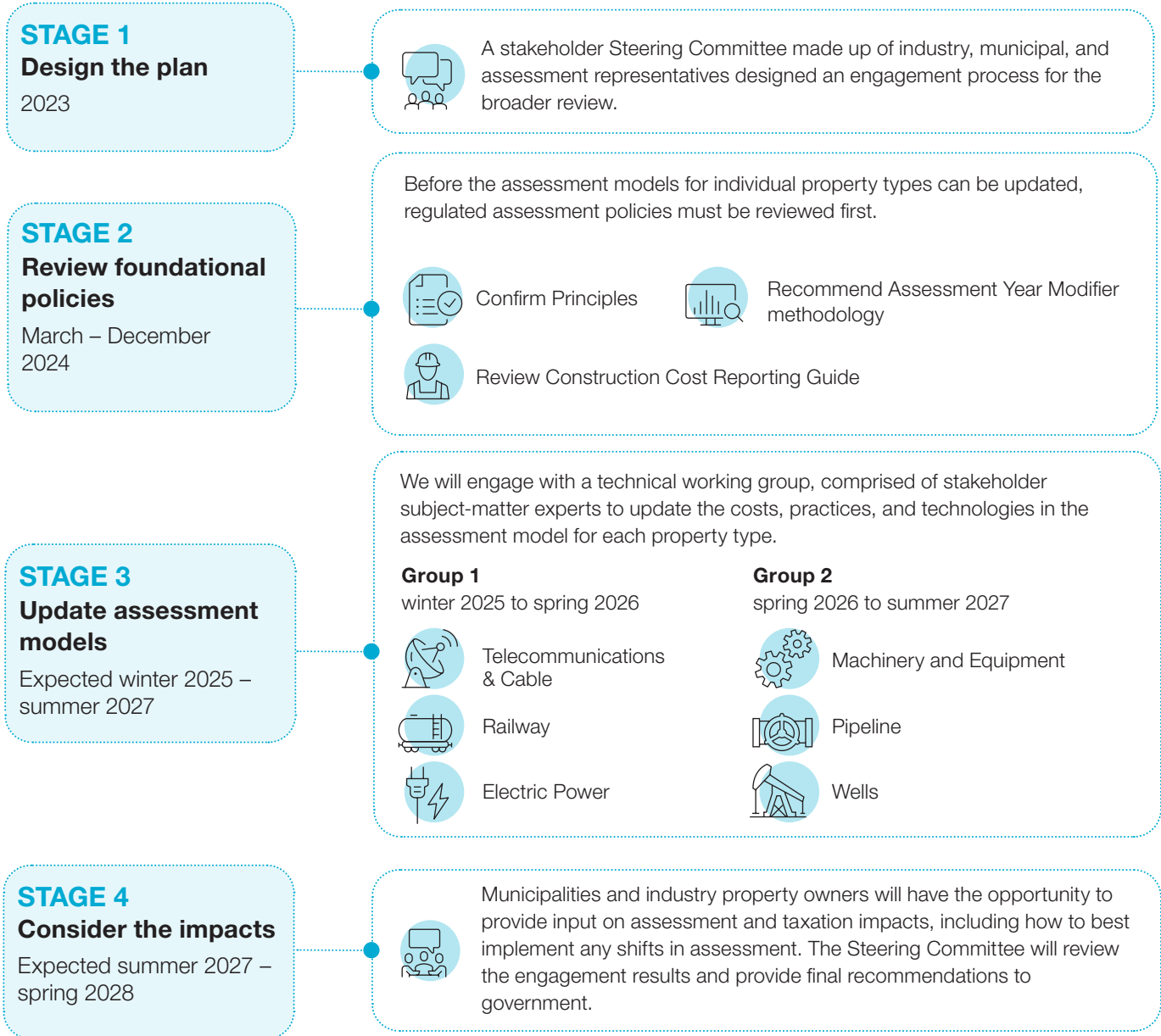
**Attachments**

- Infographic
- Assessment Model Review: Frequently Asked Questions

# Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta's regulated property assessment system resulting in fairer valuation of regulated property.

## Stakeholder Engagement



Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process. For any questions, please contact the AMR Team at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).



# Frequently Asked Questions

## Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Which groups are impacted by the AMR process?

Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.

What are the timelines for the AMR process?

The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025.

Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27.

Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required.

Final government decisions on any changes to assessment models would be sought in 2028.

For further details please visit <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Have tax implications been considered for the AMR process?

Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process.

Final government decisions on any changes to assessment models would be sought after this input is received and considered.

Who is the main government contact for the AMR process?

To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).

Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS