



## COUNCIL MEETING AGENDA

Date: Tuesday, January 12, 2021  
Time: 9:00 AM  
Location: <https://www.rockyview.ca/>

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A. CALL MEETING TO ORDER	
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**L. PUBLIC PRESENTATIONS**

**M. CLOSED SESSION**

1. RVC2021-01 - Update on the Preparation of the Calgary Metropolitan Regional Board (CMRB) Growth and Servicing Plan

THAT Council move into closed session to consider the confidential item  
"Update on the Preparation of the Calgary Metropolitan Regional Board  
(CMRB) Growth and Servicing Plan" pursuant to the following sections of the  
Freedom of Information and Protection of Privacy Act:

Section 21 – Disclosure harmful to intergovernmental relations

Section 24 – Advice from officials

Section 25 – Disclosure harmful to the economic or other interests of a public  
body

**N. ADJOURN THE MEETING**



**COUNCIL MEETING MINUTES**

Tuesday, December 22, 2020  
9:00 AM

Held Electronically in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation,  
Alberta Regulation 50/2020

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Present:               Reeve D. Henn  
                          Deputy Reeve K. McKylor  
                          Councillor M. Kamachi (arrived at 9:44 a.m.)  
                          Councillor K. Hanson  
                          Councillor A. Schule  
                          Councillor J. Gautreau  
                          Councillor G. Boehlke  
                          Councillor S. Wright  
                          Councillor C. Kissel

Also Present:       A. Hoggan, Chief Administrative Officer  
                          B. Riemann, Executive Director, Operations  
                          G. Kaiser, Executive Director, Community and Business  
                          K. Robinson, Executive Director, Corporate Services  
                          T. Cochran, Executive Director, Community Development Services  
                          B. Woods, Manager, Financial Services  
                          D. Kazmierczak, Manager, Planning Policy  
                          B. Manshanden, Intergovernmental Affairs Coordinator, Legislative Services  
                          J. Targett, Senior Development Officer, Planning and Development Services  
                          S. Altena, Road Operations Technologist  
                          S. Seroya, Manager, Utility Services  
                          K. Jiang, Legislative Officer, Legislative Services  
                          T. Andreasen, Legislative Officer, Legislative Services

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**A     Call Meeting to Order**

The Chair called the meeting to order at 9:00 a.m. with all members present, with the exception of Councillor Kamachi.

All members participated in the meeting electronically, with the exception of Reeve Henn and Councillor Boehlke who were present in the Council Chambers.



**B Updates/Approval of Agenda**

MOVED by Councillor Boehlke that the December 22, 2020 Council meeting agenda be amended as follows:

- Add emergent closed session item M-6 – Council Code of Conduct

Carried  
Absent: Kamachi

MOVED by Councillor Boehlke that the December 22, 2020 Council meeting agenda be approved as amended.

Carried  
Absent: Kamachi

**C-1 November 24, 2020 Council Meeting Minutes**

**C-2 November 30, 2020 Special Council Meeting Minutes**

**C-3 December 1, 2020 Special Council Meeting Minutes**

MOVED by Councillor Boehlke that the November 24, 2020 Council meeting minutes be approved as presented.

Carried  
Absent: Kamachi

MOVED by Councillor Boehlke that the November 30, 2020 Special Council meeting minutes be approved as presented.

Carried  
Absent: Kamachi

MOVED by Councillor Boehlke that the December 1, 2020 Special Council meeting minutes be approved as presented.

Carried  
Absent: Kamachi

**F-1 All Divisions - Support for Beiseker Alberta Community Partnership Grant Application**  
**File: N/A**

MOVED by Councillor Boehlke that the Rocky View County supports the Village of Beiseker's submission of a 2020/21 Alberta Community Partnership grant application in support of the Rocky View – Beiseker Regional Stormwater Management Plan project.

Carried  
Absent: Kamachi



**F-2 All Divisions - Regional Transportation Levy**

**File: N/A**

MOVED by Councillor Schule that Administration's report on Regional Transportation Levy System be received as information.

Carried  
Absent: Kamachi

The Chair called for a recess at 9:35 a.m. and called the meeting back to order at 9:40 a.m. with all previously mentioned members present, with the exception of Councillor Kamachi.

**F-3 All Divisions - Feasibility of Implementing Restrictions on County Roads**

**File: 4050-550**

Councillor Kamachi returned to the meeting at 9:44 a.m.

MOVED by Councillor Wright that the Feasibility of Implementing Restrictions on County Roads report be received as information.

Carried

**F-4 All Divisions - Highway 1 and Range Road 33 Overpass Improvement – Funding Proposal**

**File: 5011-302**

MOVED by Deputy Reeve McKylor that Administration be directed to negotiate, subject to Council approval, a tri-lateral funding agreement for the Phase 2 Highway 1 and Range Road 33 interchange improvement with local developers.

Carried

**F-5 All Divisions - 2020 Water and Waste Water Debt Repayment**

**File: 0650**

MOVED by Councillor Boehlke that the Budget Adjustment as presented in Attachment 'A' be approved.

Carried

The Chair called for a recess at 10:36 a.m. and called the meeting back to order at 10:46 a.m. with all previously mentioned members present, with the exception of Councillor Wright.

Councillor Wright returned to the meeting at 10:48 a.m.

**Motion Arising:**

MOVED by Councillor Boehlke that Administration be directed to:

- 1) Investigate alternative funding sources for annual debt payments related to water and wastewater infrastructure; and
- 2) Prepare a report for Council's consideration at or before the last Council meeting in May 2021.

Carried



**F-6     Division 3 - Late Tax Payment Penalty Cancellation Request**  
**File: 04605098**

MOVED by Councillor Wright that the request for late tax penalty cancellation in the amount of \$670.51 be approved.

Defeated

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$670.51 be denied.

Carried

**F-7     Division 3 - Late Tax Payment Penalty Cancellation Request**  
**File: 04619063**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$748.92 be denied.

Carried

**F-8     Division 2 - Late Tax Payment Penalty Cancellation Request**  
**File: 04721075**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$783.95 be denied.

Councillor Wright left the meeting at 11:00 a.m. and returned to the meeting at 11:02 a.m.

Carried

**F-9     Division 8 - Late Tax Payment Penalty Cancellation Request**  
**File: 05618462**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$837.88 be denied.

Carried

**F-10    Division 2 - Late Tax Payment Penalty Cancellation Request**  
**File: 05704068**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$1,947.89 be denied.

Carried

**F-11    Division 7 - Late Tax Payment Penalty Cancellation Request**  
**File: 06404569**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$158.43 be denied.

Carried



**F-12 Division 8 - Late Tax Payment Penalty Cancellation Request**  
**File: 06712074**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$935.36 be denied.

Carried

**F-13 Division 5 - Late Tax Payment Penalty Cancellation Request**  
**File: 04329306**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$712.67 be denied.

Carried

Councillor Kissel left the meeting at 11:41 a.m. and returned to the meeting at 11:43 a.m.

Councillor Wright left the meeting at 11:52 a.m and returned to the meeting at 11:53 a.m.

Motion Arising:

MOVED by Councillor Hanson that administration be directed to hold a workshop with Council prior to the last Council meeting in March 2021 to discuss Policy C-204 and related tax processes and procedures.

Carried

**F-14 All Divisions - Late Tax Payment Penalty Cancellation Request**  
**File: N/A**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$59,849.67 be denied.

Carried

The Chair called for a recess at 11:58 a.m. and called the meeting back to order at 1:00 a.m. with all previously mentioned members present.

**F-15 Division 6 - Development Permit Renewal of Aggregate Extraction**  
**File: PRDP20200843 (07134005 / 07134012)**

MOVED by Councillor Boehlke that condition 22 of PRDP20200843 be amended as follows:

"That this Development Permit shall be valid until ~~MAY 4, 2025~~ January 1, 2026."

Carried

Councillor Schule left the meeting at 1:10 p.m. and returned to the meeting at 1:15 p.m.

Councillor Wright left the meeting at 1:11 p.m. and returned to the meeting at 1:13 p.m.



MOVED by Councillor Boehlke that Development Permit No. PRD20200843 be approved with the conditions noted in Attachment 'A' as amended.

Carried

**F-18 All Divisions - Fall 2020 Community Recreation Funding Grant Recommendations**  
**File: N/A**

MOVED by Councillor Gautreau that the Beiseker Minor Hockey Community Recreation Grant application be approved for up to \$11,000.

Carried

MOVED by Councillor Gautreau that the Camp Chestermere Association Community Recreation Grant application be approved for up to \$6,000.

Carried

MOVED by Councillor Gautreau that the Cochrane Minor Baseball Association Community Recreation Grant application be approved for up to \$1,500.

Carried

MOVED by Councillor Gautreau that the Extreme Cowboy Alberta Association Community Recreation Grant application be approved for up to \$2,500.

Carried

**G-1 Division 9 - Consideration of three (3) Readings of Bylaw C-8118-2020 to Revise Road Closure Bylaw C-7902-2019**  
**File: PL20190039 (08802003)**

MOVED by Councillor Kissel that Bylaw C-8118-2020 be given first reading.

Carried

MOVED by Councillor Kissel that Bylaw C-8118-2020 be given second reading.

Carried

MOVED by Councillor Kissel that Bylaw C-8118-2020 be considered for third reading.

Carried

MOVED by Councillor Kissel that Bylaw C-8118-2020 be given third reading.

Carried

**F-16 All Divisions - Area Structure Plan and Conceptual Scheme Cost Recovery Policy**  
**File: N/A**

MOVED by Councillor Gautreau that Council Policy #309 be amended in accordance with Attachment 'A' to provide for the recovery of costs associated with developer-funded area structure plans and conceptual schemes.

Carried





**F-17 All Divisions - High-Speed Internet Services Delivery Policy**  
**File: N/A**

MOVED by Councillor Hanson that the High Speed Internet Service Delivery Policy be approved as per Attachment 'A'.

Carried

**G-2 Division 2 - First Reading Bylaw – Elbow View Area Structure Plan**  
**File: 1013-220**

**G-4 Division 2 - First Reading Bylaw – Conceptual Scheme Amendment**  
**File: PL20200130 (04722001)**

**G-7 Division 4 - First Reading Bylaw – Special Use Redesignation**  
**File: PL20200098 (04209001)**

**G-9 Division 2 - First Reading Bylaw – Agricultural and Residential Redesignation**  
**File: PL20200107 (04718006)**

**G-10 Division 7 - First Reading Bylaw – Residential Redesignation**  
**File: PL20200116 (07308011)**

**G-11 Division 9 - First Reading Bylaw – Agriculture Redesignation**  
**File: PL20200118 (07828003)**

MOVED by Councillor Boehlke that the following bylaws receive first reading:

- Bylaw C-8111-2020
- Bylaw C-8117-2020
- Bylaw C-8112-2020
- Bylaw C-8093-2020
- Bylaw C-8119-2020
- Bylaw C-8107-2020

Carried



**G-3 Division 3 - First Reading Bylaw – New Conceptual Scheme**  
**File: PL20200083 (04736002/6011)**

**G-5 Division 3 - First Reading Bylaw – Residential / Commercial Redesignation**  
**File: PL20200084 (04736002/6011)**

**G-6 Division 3 - First Reading Bylaw – Minor ASP Amendment**  
**File: PL20200087 (04736002/6011)**

Motion Arising/Main Motion:

MOVED by Councillor Hanson that Administration be directed to bring Circulation and Notification Standards Policy C-327 for review as to drawing boundaries in more urbanized areas by the last Council meeting in April, 2021.

Amending Motion

MOVED by Councillor Wright that the main motion be amended as follows:

THAT Administration be directed to bring Circulation and Notification Standards Policy C-327 for review ~~as to drawing boundaries in more urbanized areas~~ by the last Council meeting in April, 2021.

Carried

The Chair called for a vote on the main motion as amended.

Motion Arising/Main Motion as Amended:

MOVED by Councillor Hanson that Administration be directed to bring Circulation and Notification Standards Policy C-327 for review by the last Council meeting in April, 2021.

Carried

MOVED by Councillor Hanson that the following bylaws receive first reading:

- C-8121-2020
- C-8122-2020
- C-8120-2020

Carried

**G-8 Division 9 - First Reading Bylaw – Residential and Agricultural Redesignation**  
**File: PL20200104 (08922009)**

MOVED by Councillor Kissel that application PL20200104 be denied.

Defeated

MOVED by Councillor Kissel Bylaw C-8113-2020 be given first reading.

Carried

The Chair called for a recess at 2:33 p.m. and called the meeting back to order at 2:49 p.m. with all previously mentioned members present.



**J-1     2020 Council Priorities and Significant Issues List**

The 2020 Council Priorities and Significant Issues List for December 22, 2020 was provided as information.

**K-1     All Divisions - Councillor Wright and Councillor Kissel - Voter Identification for Rocky View County Municipal Elections**  
**File: N/A**

Read at the December 22, 2020 Council meeting  
To be debated at the January 12, 2021 Council meeting

TITLE: Voter Identification for Rocky View County Municipal Elections

Presented By: Councillor Samanntha Wright, Division 8  
Seconded By: Councillor Crystal Kissel, Division 9

WHEREAS The Alberta Government has a provision stating that an elected authority can, by bylaw, require additional verification or a combination of verification to establish a person's specific current address;

AND WHEREAS Vouching is permitted in a municipal election;

AND WHEREAS A number of residents have complained that it is much more difficult for them to locate County public notices and information since Rocky View has stopped posting this type of information in the Rocky View Weekly;

AND WHEREAS World events have raised significant controversy around the integrity of elections;

AND WHEREAS The provincial list of acceptable identification is based on the assumption that the voter's name is already on a list of electors;

AND WHEREAS Rocky View County does not have and does not intend to have a County list of electors for the 2021 municipal election;

AND WHEREAS Changing identification requirements does not add costs for either electors or the County;

AND WHEREAS Improving trust in the County's electoral process reinforces Rocky View County's Strategic Plan's core values of integrity and accountability;



THEREFORE BE IT RESOLVED THAT: that Administration be directed to create a bylaw stating that all Rocky View residents who are voting in municipal elections shall:

- a) provide one piece of government issued photo identification clearly showing the voter's name and current address, e.g. driver's license; or
- b) two pieces of identification, both of which must have the voter's name, one of which must be government issued and one of which must have the voter's name and current address. In the case of using two pieces of identification, the names on both pieces must match

Furthermore, a person who chooses to vouch for another elector must be able to prove their identity and address through the above-mentioned means. And lastly, consideration in the Bylaw that an individual can vouch for only one person (except in long-term care institutions).

**K-2 Division 1 - Councillor Kamachi and Deputy Reeve McKylor - To extend the mandatory water/wastewater connection to the Bragg Creek municipal water and waste water utility system date from December 21, 2020 to December 31, 2021**  
**File: N/A**

Read at the December 22, 2020 Council meeting  
To be debated at the January 12, 2021 Council meeting

TITLE: To extend the mandatory water/wastewater connection to the Bragg Creek municipal water and waste water utility system date from December 21, 2020 to December 31, 2021

Presented By: Councillor Mark Kamachi, Division 1  
Seconded By: Deputy Reeve McKylor, Division 2

WHEREAS The Bragg Creek water treatment plant opened in 2014 to serve the water and sewer needs of Bragg Creek residents and businesses. Over the last six years, landowners have been encouraged to voluntarily connect to the system;

AND WHEREAS In November 2018, Rocky View County Council amended the Water/Wastewater Utilities Bylaw (Bylaw C-7662-2017) to require the landowners within the Bragg Creek water and wastewater utility service area to connect, at landowner cost, to the municipal system by December 31, 2020;

AND WHEREAS Given we are in the midst of a pandemic, there are some remaining residents who have yet to connect due to financial hardship caused by the Covid-19 pandemic and are asking for an extension to make the commitment to connecting to the system.

THEREFORE BE IT RESOLVED THAT: That Administration be directed to make the one year date extension to the policy and have it be brought back to Council for a decision.



- M-1    Closed Session Item - Blazer Water Systems Update**  
**File: RVC2020-42**
- M-2    Closed Session Item - Kissel v Rocky View (County), 2020 ABQB 406**  
**File: RVC2020-43**
- M-3    Closed Session Item - Sale of the Cochrane Gravel Pit**  
**File: RVC2020-44**
- M-4    Closed Session Item - Water and Wastewater Servicing at Cochrane Lakes**  
**File: RVC2020-45**
- M-5    Closed Session Item - Chestermere Recreation Centre**  
**File: RVC2020-46**
- M-6    Emergent Closed Session Item – Council Code of Conduct**  
**File: RVC2020-47**

MOVED by Councillor Boehlke that Council move into closed session at 2:54 p.m. to consider the following items under the following sections of the *Freedom of Information and Protection of Privacy Act*:

M-1 – Blazer Water Systems Update

- Section 16 – Disclosure harmful to business interests of a third party
- Section 24 – Advice from officials
- Section 27 – Privileged information

M-2 – Kissel v Rocky View (County), 2020 ABQB 406

- Section 23 – Local public body confidences
- Section 24 – Advice from officials
- Section 25 – Disclosure harmful to the economic or other interests of a public body

M-3 – Sale of the Cochrane Gravel Pit

- Section 24 – Advice from officials
- Section 25 – Disclosure harmful to the economic or other interests of a public body

M-4 – Water and Wastewater Servicing at Cochrane Lakes

- Section 24 – Advice from officials
- Section 25 – Disclosure harmful to the economic or other interests of a public body

M-5 – Chestermere Recreation Centre

- Section 24 – Advice from officials
- Section 25 – Disclosure harmful to the economic or other interests of a public body

M-6 – Council Code of Conduct

- Section 17 – Disclosure harmful to personal privacy
- Section 23 – Local public body confidences
- Section 27 – Privileged information

Carried



Council held the closed session for confidential items M-1 and M-4 with the following additional people in attendance to provide a report and advice to Council:

Rocky View County: A. Hoggan, Chief Administrative Officer  
B. Riemann, Executive Director, Operations  
K. Robinson, Executive Director, Corporate Services  
T. Cochran, Executive Director, Community Development Services  
S. Seroya, Manager, Utility Services

Council held the closed session for confidential items M-3 and M-5 with the following additional people in attendance to provide a report and advice to Council:

Rocky View County: A. Hoggan, Chief Administrative Officer  
B. Riemann, Executive Director, Operations  
K. Robinson, Executive Director, Corporate Services  
T. Cochran, Executive Director, Community Development Services

Council held the closed session for confidential items M-2 and M-6 with no additional people present.

MOVED by Councillor Hanson that Council move into open session at 5:00 p.m.

Carried

**M-1 Closed Session Item - Blazer Water Systems Update**  
**File: RVC2020-42**

MOVED by Councillor Boehlke that Administration be directed to bring forward a borrowing bylaw and budget adjustment for the acquisition of Blazer Water Systems Ltd.

Carried

**M-2 Closed Session Item - Kissel v Rocky View (County), 2020 ABQB 406**  
**File: RVC2020-43**

Motion Arising/Main Motion:

MOVED by Councillor Boehlke that Council deny the request and direct Administration to send the original request for legal advice as to the ramifications and pros and cons, with a report to return by the first meeting of March, 2021.

Amending Motion:

MOVED by Deputy Reeve McKylor that the main motion be amended as follows:

THAT Council ~~deny~~ defer the request and direct Administration send the original request for legal advice as to the ramifications and pros and cons, with a report to return by the first meeting in March, 2021."

Carried



Amending Motion:

MOVED by Councillor Gautreau that the amended main motion be further amended as follows:

THAT Council defer the request and direct Administration send the original request for legal advice as to the ramifications and pros and cons, with a report to return by the ~~first meeting in March, 2021~~ January 26, 2021 Council Meeting.”  
Carried

The Chair called for a vote on the main motion as amended.

Motion Arising/Main Motion as Amended:

MOVED by Councillor Boehlke that Council defer the request and direct Administration send the original request for legal advice as the ramifications and pros and cons, with a report to return by the January 26, 2021 Council Meeting.

Carried

**M-3 Closed Session Item - Sale of the Cochrane Gravel Pit**  
**File: RVC2020-44**

Council rose without report for this item following the closed session.

**M-4 Closed Session Item - Water and Wastewater Servicing at Cochrane Lakes**  
**File: RVC2020-45**

MOVED by Councillor Hanson that Administration be directed to bring forward a borrowing bylaw and budget adjustment for the purchase of Horse Creek Water & Waste Water Services Inc.

Carried

**M-5 Closed Session Item - Chestermere Recreation Centre**  
**File: RVC2020-46**

Council rose without report for this item following the closed session.

**M-6 Emergent Closed Session Item – Council Code of Conduct**  
**File: RVC2020-47**

Council rose without report for this item following the closed session.



**N     Adjourn the Meeting**

MOVED by Councillor Boehlke that the December 22, 2020 Council Meeting be adjourned at 5:17 p.m.

Carried

\_\_\_\_\_  
Reeve or Deputy Reeve

\_\_\_\_\_  
Chief Administrative Officer or Designate





## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	January 12, 2021	<b>DIVISION:</b> All
<b>FILE:</b>	N/A	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	2021 Tax Recovery Sale Properties – Tax Sale Conditions	

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### POLICY DIRECTION:

In accordance with Section 419 of the *Municipal Government Act* (MGA), “Council must set a reserve bid for each parcel of land offered for sale and any conditions that apply to the sale”. Further, Section 421(1) (a) of the MGA details the required time frame for the advertisement of public auction in the Alberta Gazette.

### EXECUTIVE SUMMARY:

Properties with outstanding tax arrears for three years are subject to Rocky View County’s 2021 Tax Sale. The purpose of this request is for Council to consider the conditions that apply to the 2021 Tax Sale.

Section 419 of the MGA requires that Council must set a reserve bid for each parcel of land offered for sale and any conditions that apply to the sale. Due to the time frame for advertising in the Alberta Gazette as required by Section 421(1) (a) of the MGA, Administration is requesting that only the tax sale conditions be set at this time; Administration will present a report to Council regarding the reserve bid(s) prior to the tax sale in April 2021.

Administration requests to authorize the 2021 tax sale conditions as follows:

<b>TERMS:</b>	<b>Cash or certified cheque.</b>
<b>DEPOSIT:</b>	<b>10% of bid at the time of the sale on April 16, 2021</b>
<b>BALANCE:</b>	<b>90% of the bid within 30 days of receipt by Rocky View County; Goods and Services Tax (GST) applicable as per Federal Statutes</b>

In accordance with Sections 420 and 425 of the MGA, the County is entitled to the right of possession and the right to dispose of a parcel of land if it is not sold at the public auction.

This tax sale will only proceed if the outstanding tax arrears as of December 31, 2020, remain unpaid as of 2:00 p.m. on April 16, 2021.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### BUDGET IMPLICATION(S):

In addition to paying outstanding taxes, a 5% administration fee would be collected by the County.

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#### Administration Resources

Adrienne Wilson, Lead Tax Representative



**OPTIONS:**

Option #1            THAT the 2021 Tax Sale conditions be approved as follows:

TERMS: Cash or certified cheque.

**DEPOSIT:** 10% of bid at the time of the sale on April 16, 2021.

**BALANCE:** 90% of the bid within 30 days of receipt by Rocky View County;  
Goods and Services Tax (GST) applicable as per Federal  
Statutes.

Option #2 THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

## “Kent Robinson”

“Al Hoggan”

Executive Director  
Corporate Services

Chief Administrative Officer

BW/rp



## FINANCIAL SERVICES

**TO:** Council  
**DATE:** January 12, 2021 **DIVISION:** All  
**FILE:** N/A **APPLICATION:** N/A  
**SUBJECT:** Property Tax Cancellation Request – Manitok Energy Inc.

### POLICY DIRECTION:

Section 347 of the *Municipal Government Act* (MGA) provides Council with the ability to cancel or reduce tax arrears.

### EXECUTIVE SUMMARY:

On February 20, 2018, Manitok Energy Inc. (non-residential rate payer) was granted a receivership order by the Court of Queen's Bench of Alberta. Administration received a final letter and the final payout from Alvarez & Marsal Canada Inc. on behalf of Manitok Energy Inc. - in receivership. Alvarez & Marsal Canada Inc. was acting as the Court Appointed Receiver for Manitok Energy Inc.

As per Attachment 'A', Rocky View County received a final payment of \$63,824.31, which was applied to the tax rolls 00010096, 36919007, 36928061 and 38232011. The remaining balances have been disclaimed and are deemed uncollectable. The Receivership of Manitok has gone through the courts and has been finalized. Should Council approve this adjustment, an amount relating to the Alberta School Foundation Fund (Provincial School Tax) property tax would be collected through an over/under levy calculation.

Administration is requesting that the remaining balances, totaling \$22,607.29, be cancelled as listed:

Table 1: Manitok Taxes to be Cancelled

Roll Number	2018 Taxes	2018 Penalties	2019 Taxes	2019 Penalties	2020 Taxes	2020 Penalties	Amount Requested to be Cancelled
00010096				\$3,279.89		\$6897.58	\$10,177.47
36916007					\$3,723.11	\$446.77	\$4,169.88
36917080	\$693.18	\$83.18	\$151.75	\$122.55	\$144.89	\$158.61	\$1,354.16
36928061					\$84.60	\$10.15	\$94.75
37936160	\$602.76	\$72.33	\$90.13	\$101.55	\$86.29	\$126.85	\$1,079.91
38901110	\$837.18	\$100.49	\$205.37	\$150.67	\$196.79	\$197.48	\$1,687.98
38911100	\$657.46	\$78.90	\$107.25	\$111.83	\$104.20	\$140.91	\$1,200.55
38912060	\$564.82	\$67.78	\$43.35	\$90.22	\$42.13	\$108.03	\$916.33
38914020	\$517.93	\$62.15	\$126.64	\$93.16	\$120.52	\$121.97	\$1,042.37
38923050	\$426.40	\$51.17	\$114.11	\$77.88	\$110.96	\$103.31	\$883.83
<b>Total:</b>	<b>\$4,299.73</b>	<b>\$516.00</b>	<b>\$838.60</b>	<b>\$4,027.75</b>	<b>\$4,613.49</b>	<b>\$8,311.66</b>	<b>\$22,607.23</b>

### Administration Resources

Barry Woods, Financial Services



**ADMINISTRATION RECOMMENDATION:**

Administration recommends approval in accordance with Option #1.

**BUDGET IMPLICATIONS:**

If approved, there would be a reduction in property tax revenue of \$22,607.29.

**OPTIONS:**

Option #1:                    THAT the uncollectable taxes in the total amount of \$22,607.29 be cancelled as per Administration's report.

Option #2                    THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Kent Robinson"

"Al Hoggan"

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Executive Director  
Corporate Services

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Chief Administrative Officer

BW/aw

**ATTACHMENTS:**

ATTACHMENT 'A': Manitok Letter and Distribution



Alvarez & Marsal Canada Inc.  
Bow Valley Square 4  
Suite 1110, 250 - 6th Avenue SW  
Calgary, Alberta T2P 3H7  
Phone: +1 403 538 7555  
Fax: +1 403 538 7551

July 20th, 2020

Rocky View County  
911- 32 Ave NE  
Calgary, AB T2E 6X6

Via Courier:

Dear Sirs:

**RE: Manito Energy Inc. – In Receivership  
Outstanding Municipal Taxes**

We are writing further to our correspondence to you of February 12, 2020 wherein we advised we would be seeking an order from the Court authorizing a full and final distribution to certain Municipalities, including Rockyview. The distribution order was obtained on July 10, 2020 ("Distribution Order") and included approval to pay the sum of \$63,824.31 to Rockyview County ("Rockyview") in full and final satisfaction of any priority claim Rockyview may have had in respect of Municipal taxes owing by Manito Energy Inc. ("Manito") or Alvarez & Marsal in its capacity as Court Appointed Receiver. A copy of the Distribution Order is attached for your reference and for service upon you. The Fourteenth Report of the Receiver can be obtained from our website at [www.alvarezandmarsal.com/Manito](http://www.alvarezandmarsal.com/Manito).

As approved by the Distribution Order, we enclose a cheque payable to Rockyview in the amount of \$63,824.31 for full and final settlement of any priority claim against the assets of Manito. The calculation of the amount payable was as set out in our previous correspondence to you.

All remaining unpaid municipal taxes and any penalty owing and not paid constitute an unsecured claim against the Manito estate.

Your attention to this matter is greatly appreciated. If you have any questions or concerns, please contact Tim Reid at [treid@alvarezandmarsal.com](mailto:treid@alvarezandmarsal.com).

Yours truly,

**Alvarez & Marsal Canada Inc., in its capacity as  
the Court Appointed Receiver and Manager of  
Manito Energy Inc., and not in its personal  
or corporate capacity**

A handwritten signature in blue ink, appearing to read 'Orest Konowalchuk'.

Orest Konowalchuk, LIT  
Senior Vice President

c. A. Stephenson (via email [aaron.stephenson@nortonrosefulbright.com](mailto:aaron.stephenson@nortonrosefulbright.com))  
S. Finlay (via email [sfinlay@rmrf.com](mailto:sfinlay@rmrf.com))

**Rocky View County**

Updated Table for February 12, 2020 Correspondence

	ASSESSMENT	PROPERTY TAX	PRE-FILING TAXES NOT TO BE PAID	TAXES TO BE PAID
<b>2018 Taxes Assessed on Property Sold by Receiver</b>				
Well Summary	\$ 2,145,210	\$ 23,945.26	\$ (3,345.78)	\$ 20,599.48
Pipeline Summary	1,446,950.00	16,151.14	(2,256.73)	13,894.41
Linear Total	3,592,160.00	40,096.40	(5,602.51)	34,493.89
Facility Summary	1,374,300.00	12,711.06	(1,776.07)	10,934.99
Total Tax on Property Sold - see Appendix A	<b>4,966,460.00</b>	<b>52,807.46</b>	<b>(7,378.58)</b>	<b>45,428.88</b>
<b>Penalties @12%</b>				
At July 1, 2018		6,336.90	(885.43)	5,451.47
At January 1, 2019		7,097.32	(991.68)	6,105.64
At January 1, 2020		7,949.00	(1,110.68)	6,838.32
<b>Total Penalties</b>		7,949.00	(1,110.68)	18,395.43
<b>Total Tax and Penalty To Be Paid</b>				<b>\$ 63,824.31</b>

Manitok Energy Inc., In Receivership  
Facility Detail of Municipal Taxes for 2018

### Appendix A to the Letter to the MD of Rockview

Pre- Receivership non- Linear Tax - No priority claim and not to be paid. Receivership period to be paid if priority determined.

Roll No.	Surface Location	Bottom Hole Location	Field	Activity Month	Cost Center	Current Assessment (Bldg)	Current Assessment (Equip)	Current Tax	Total Tax	
36916007	07-16-026-05W5		JUMPING POUND	2018/06	FC1625	\$ 588,500	\$ 674,400	\$ 11,703.58	\$ 11,703.58	Persist
36928061	04-28-026-05W5	102/06-28-026-05W5/2	JUMPING POUND	2018/06	WL16062	66,500	-	506.30	506.30	Persist
38232011	01-32-028-27W4	102/08-29-028-27W4/0	ENTICE	2018/06	WL15158	44,900	-	501.18	501.18	Sold
36917080	02-17-026-05W5	100/08-17-026-05W5/0	WILDCAT HILLS	2018/06	WL16060	62,100	-	693.18	693.18	Disclaim
37936160	16-36-027-05W5	100/16-36-027-05W5/0	BOTTREL	2018/06	WL16043	54,000	-	602.76	602.76	Disclaim
38901110	11-01-028-05W5	100/11-01-028-05W5/0	BOTTREL	2018/06	WL16042	75,000	-	837.18	837.18	Disclaim
38911100	10-11-028-05W5	100/10-11-028-05W5/0	BOTTREL	2018/06	WL16041	58,900	-	657.46	657.46	Disclaim
38912060	06-12-028-05W5	100/06-12-028-05W5/2	BOTTREL	2018/06	WL16040	50,600	-	564.82	564.82	Disclaim
38914020	02-14-028-05W5	100/02-14-028-05W5/2	BOTTREL	2018/06	WL16045	46,400	-	517.93	517.93	Disclaim
38923050	05-23-028-05W5	100/05-23-028-05W5/0	BOTTREL	2018/06	WL16047	38,200	-	426.40	426.40	Disclaim
						<b>\$ 1,085,100</b>	<b>\$ 674,400</b>	<b>\$ 17,010.79</b>	<b>\$ 17,010.79</b>	
Summary						\$ 655,000	\$ 674,400		\$ 12,209.88	Persist
						44,900	-		501.18	Black Crane
						385,200	-		4,299.73	Disclaim
								<b>Told Sold</b>	<b>\$ 12,711.06</b>	

## **PLANNING POLICY**

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**TO:** Council

**DATE:** January 12, 2021 **DIVISION:** 2

**FILE:** N/A

**SUBJECT:** Terms of Reference – West Elbow Valley Area Structure Plan

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### **POLICY DIRECTION:**

The Interim Growth Plan, Rocky View County/City of Calgary Intermunicipal Development Plan, and County Plan.

### **EXECUTIVE SUMMARY:**

The purpose of this report is to present Council with a Terms of Reference (see Attachment 'A') for a developer-led and wholly developer-funded West Elbow Valley Area Structure Plan (ASP) to guide future development in the area, in accordance with the relevant statutory plans.

The proposed ASP is located immediately west of the proposed Elbow View ASP and the existing Elbow Valley community; Highway 8 is located immediately south, with the Elbow River defining its northern boundary. The ASP area is approximately 2,000 acres in size; however, technical considerations and stakeholder feedback may result in adjustment of the final plan area, subject to Council's approval.

The Terms of Reference submitted to Administration proposes that the ASP shall predominantly plan for residential uses, with supporting commercial and institutional uses serving the ASP and neighbouring communities.

The proposed ASP area covers lands that were previously part of the Elbow View ASP Terms of Reference approved by Council on February 11, 2020; however, following Council's approval of the Terms of Reference, the developer group representing these lands decided not to participate in that ASP process. They have since sought to develop their own planning framework through this proposed West Elbow Valley ASP. As the Elbow View ASP project is at an advanced stage, with Council giving first reading to the ASP bylaw on December 22, 2020, there is no potential to include these additional lands into the current ASP process without incurring substantial delays to the project timelines.

Although this is proposed as a developer-led and funded project, County staff would provide input at several points in the plan's development, including assisting the project team in discussions with the City of Calgary and other jurisdictions such as the Calgary Metropolitan Regional Board. The County will also ensure that any applicable County policies/standards are being addressed in the proposed Area Structure Plan. The County would anticipate cost recovery in providing this support.

### **ADMINISTRATION RECOMMENDATION**

Administration recommends approval of the Terms of Reference for a developer-led and wholly developer-funded West Elbow View Area Structure Plan in accordance with Option #1.

### **BUDGET IMPLICATIONS**

The proposed Terms of Reference proposes that developer would be responsible for all costs associated with completing the ASP.



**OPTIONS:**

Option #1:      Motion #1      THAT the Terms of Reference for a developer-led and wholly developer-funded West Elbow Valley Area Structure Plan be adopted as presented in Attachment 'A'.

Option #2:      THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Theresa Cochran"

"Al Hoggan"

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Executive Director  
Community Development Services

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Chief Administrative Officer

DK/llt

**ATTACHMENTS:**

ATTACHMENT 'A': Developer-led and Developer-funded ASP Terms of Reference



## West Elbow Valley ASP

### Terms of Reference

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### Direction

- 1 Council has directed that a wholly developer-funded Area Structure Plan (ASP) be drafted for the lands identified in **Appendix A – Project Area** to provide a framework for future growth in the area.

It is intended that the ASP shall be predominantly residential development, supported by commercial and institutional land uses serving the ASP and neighbouring communities. The project aligns with the County's Strategic Plan for "responsible growth", as the subject lands are ideally situated along a major transportation corridor and will be serviced via developer-funded infrastructure. Highway 8 has been identified in some Calgary Metropolitan Region Board (CMRB) studies as a possible future employment growth area, and the proposed West Elbow Valley ASP (WEV ASP) area represents the logical extension of statutory planning along the Highway 8 corridor. The proposed WEV ASP will enable Rocky View County and the province to more accurately anticipate future development along this important piece of transportation infrastructure while providing area landowners certainty as to the future development intent of the West Elbow Valley area.

The ASP shall be drafted to align with the following statutory documents:

- (1) CMRB Interim Growth Plan/Regional Growth and Servicing Plans (once adopted)
- (2) County Plan / Municipal Development Plan
- (3) Elbow View ASP

### Study Area

- 2 The WEV ASP area includes approximately 800 hectares (2,000 acres) of land in southwest Rocky View County, and is depicted in Appendix A – Project Area. The study area is west of the proposed Elbow View Area Structure Plan and existing urban development (Elbow Valley), south of the Elbow River, east of Highway 22 (the Cowboy Trail), north of Highway 8, and is in proximity to existing agricultural and country residential lands. The study area is composed primarily of multiple unsubdivided quarter sections used for grazing, some smaller residential parcels, and a golf course.

Although the ASP study area has been identified in Appendix A, technical considerations and stakeholder feedback may result in amendment to the final ASP boundary.

### Project Objectives

- 3 In drafting the WEV ASP, the following objectives shall be achieved:
  - i. **Community and Stakeholder Consultation**
    - (1) A communications and engagement strategy will identify all relevant interest groups affected by the planning process including intermunicipal partners and external stakeholders.



## West Elbow Valley ASP

### Terms of Reference

- ii. **Land Use Strategy and Phasing**
  - (1) Analyze existing development within and adjacent to the Plan area to discover development opportunities and constraints;
  - (2) Outline appropriate and compatible land uses and density of future development;
  - (3) Prepare a Land Use Strategy; and
  - (4) Identify possible sequencing of development
- iii. **Technical Studies**
  - (1) Prepare high level technical reviews to support the land use strategy and identify requirements for subsequent planning phases. Studies will include:
    - (a) Determination of the transportation capacity of Highway 8 to serve the intended land uses;
    - (b) A high-level servicing review to identify possible potable water, wastewater and storm water servicing opportunities for future development.
    - (c) A high-level desktop environmental review to identify major natural features.
- iv. **Mapping**
  - (1) Land use strategy;
  - (2) Phasing;
  - (3) Location of major natural features; and
  - (4) Location of major transportation routes and utilities.

## Timeline and Deliverables

- 4 The WEV ASP will be undertaken across five phases, spanning 11 months. A Public Hearing and Council consideration, including second reading of the Bylaw, is anticipated by the end of 2021. The timelines and deliverables outlined in the table below are approximate only. Milestones may be completed sooner than indicated.

Phase	Timeline
1 - Project Initiation and Technical Studies	February – May 2021
2 - Engagement and Plan Writing	May – August 2021
3 - WEV ASP Release	August – September 2021
4 - Finalize Plan	September – November 2021
5 - Public Hearing and Approval	November – December 2021



## West Elbow Valley ASP

### Terms of Reference

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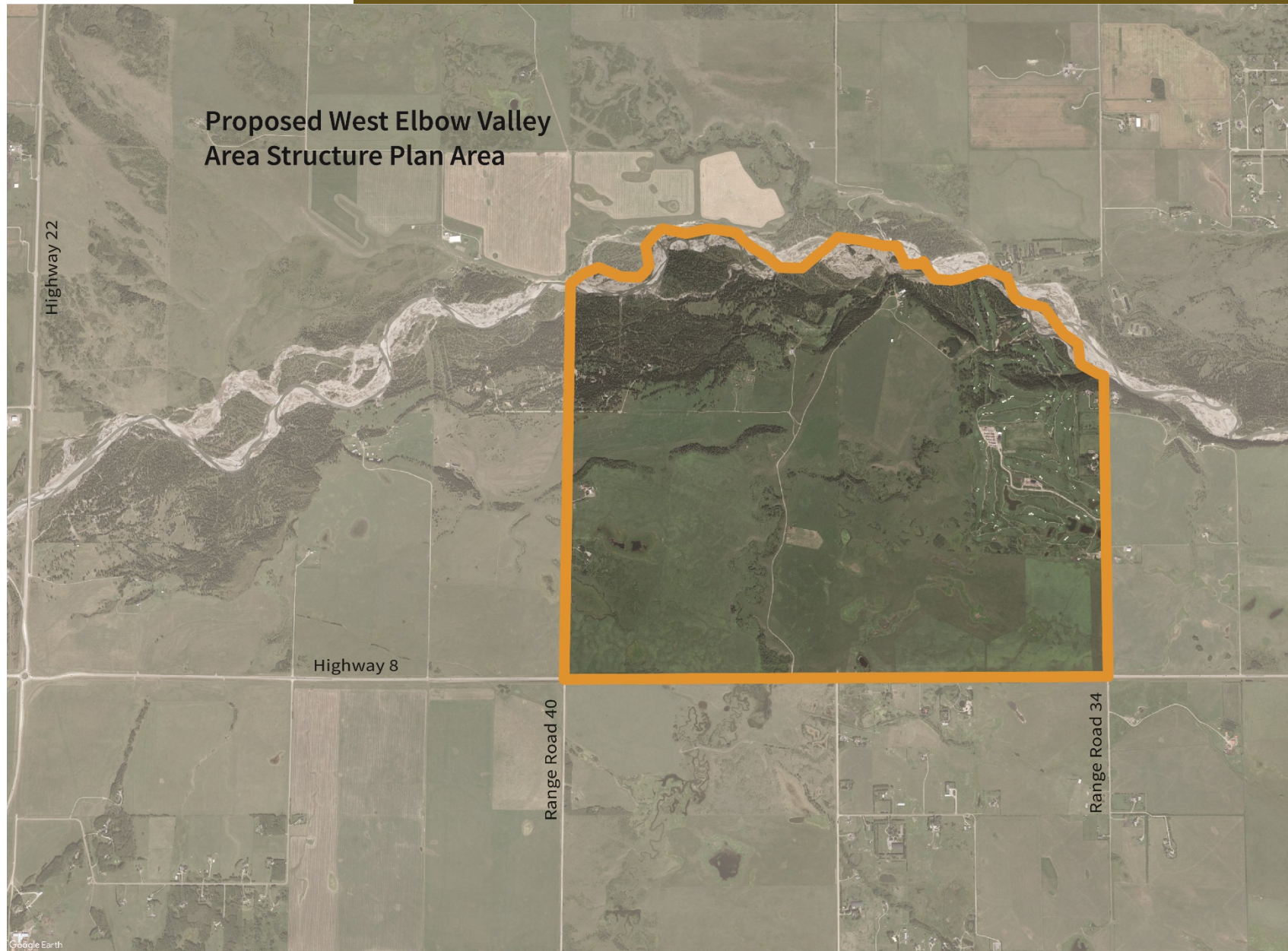
### Other Matters

- 5 The developer funding the planning process will select a planner and other consultants to ensure the project is moved forward in an expeditious fashion. The County's role will be to provide information with respect to the County's established policy requirements for the developer's consideration in the preparation of the draft WEV ASP, and to provide support in intermunicipal collaboration.
- 6 The County will make previous Highway 8 area related reports, studies, and mapping information available to the developer and their consultants, including the most current transportation network information.
- 7 The developer will have discretion on the timing for the Public Hearing and First Reading. The developer and/or their consultants will present the proposed ASP at the Public Hearing for Council's consideration.
- 8 In the event that there are changes or updates to County policies regarding the preparation of ASPs, this TOR will allow for the project to proceed in accordance with Council approved policy, and would not require amendment.



## West Elbow Valley ASP

### Appendix A – Project Area







# NOTICE OF MOTION

Submitted in accordance with sections 54, 55, 56, 57, and 58 of  
Procedure Bylaw C-7907-2019

**Presented By:** Councillor Samanntha Wright, Division 8

**Seconded By:** Councillor Crystal Kissel, Division 9

This notice of motion is read into the Council record on **December 22, 2020**. The motion as read into the record will be debated on **January 12, 2021**.

**TITLE:** **Voter Identification for Rocky View County Municipal Elections**

**WHEREAS** The Alberta Government has a provision stating that an elected authority can, by bylaw, require additional verification or a combination of verification to establish a person's specific current address;

**AND WHEREAS** Vouching is permitted in a municipal election;

**AND WHEREAS** A number of residents have complained that it is much more difficult for them to locate County public notices and information since Rocky View has stopped posting this type of information in the Rocky View Weekly;

**AND WHEREAS** World events have raised significant controversy around the integrity of elections;

**AND WHEREAS** The provincial list of acceptable identification is based on the assumption that the voter's name is already on a list of electors;

**AND WHEREAS** Rocky View County does not have and does not intend to have a County list of electors for the 2021 municipal election;

**AND WHEREAS** Changing identification requirements does not add costs for either electors or the County;

**AND WHEREAS** Improving trust in the County's electoral process reinforces Rocky View County's Strategic Plan's core values of integrity and accountability;

**THEREFORE BE IT RESOLVED THAT:** that Administration be directed to create a bylaw stating that all Rocky View residents who are voting in municipal elections shall:

- a) provide one piece of government issued photo identification clearly showing the voter's name and current address, e.g. driver's license; or
- b) two pieces of identification, both of which must have the voter's name, one of which must be government issued and one of which must have the voter's name and current address. In the case of using two pieces of identification, the names on both pieces must match

Furthermore, a person who chooses to vouch for another elector must be able to prove their identity and address through the above-mentioned means. And lastly, consideration in the Bylaw that an individual can vouch for only one person (except in long-term care institutions).



# **NOTICE OF MOTION**

**Submitted in accordance with sections 54, 55, 56, 57, and 58 of  
Procedure Bylaw C-7907-2019**

**Presented By:** Councillor Mark Kamachi, Division 1

**Seconded By:** Deputy Reeve McKylor, Division 2

This notice of motion is read into the Council record on **December 22, 2020**. The motion as read into the record will be debated on **January 12, 2021**.

**TITLE:** **To extend the mandatory water/wastewater connection to the Bragg Creek municipal water and waste water utility system date from December 21, 2020 to December 31, 2021**

**WHEREAS** The Bragg Creek water treatment plant opened in 2014 to serve the water and sewer needs of Bragg Creek residents and businesses. Over the last six years, landowners have been encouraged to voluntarily connect to the system;

**AND WHEREAS** In November 2018, Rocky View County Council amended the Water/Wastewater Utilities Bylaw (Bylaw C-7662-2017) to require the landowners within the Bragg Creek water and wastewater utility service area to connect, at landowner cost, to the municipal system by December 31, 2020;

**AND WHEREAS** Given we are in the midst of a pandemic, there are some remaining residents who have yet to connect due to financial hardship caused by the Covid-19 pandemic and are asking for an extension to make the commitment to connecting to the system.

**THEREFORE BE IT RESOLVED THAT:** That Administration be directed to make the one year date extension to the policy and have it be brought back to Council for a decision.



Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
All	Active	Kissel v. Rocky View County, 2020 ABQB 406 - File RVC2020-43	Administration was directed at the December 23, 2020 Council Meeting to "send the original request for legal advice as the ramifications and pros and cons, with a report to return by the January 26, 2021 Council Meeting."	23-Dec-20	26-Jan-21	CAO Office
All	Active	Water and Wastewater Debt Repayment	Administration was directed at the December 23, 2020 Council Meeting to 1.) Investigate alternative funding sources for annual debt payments related to water and wastewater infrastructure; and 2.) Prepare a report for Council's consideration at or before the last Council meeting in May 2021.	23-Dec-20	1-May-21	Financial Services
All	Active	Policy C-204 and related Tax Processes and Procedures	Administration was directed at the December 23, 2020 Council Meeting to hold a workshop with Council prior to the last Council meeting in March 2021 to discuss Policy C-204, and related tax processes and procedures.	23-Dec-20	31-Mar-21	Financial Services
All	Active	Board and Committee Amendments	Administration was directed at the October 27, 2020 Council meeting to bring back amendments to standardize the term lengths for all boards and committees by the end of June, 2021.	27-Oct-20	22-Jun-21	Municipal Clerk's Office
All	Active	Enforcement of the Traffic Safety Act on Primary Highways	Administration was directed at the April 28, 2020 Council meeting to hold a workshop on the enforcement of the Highway Traffic Safety Act on primary highways.	28-Apr-20	Winter/Spring 2021	Municipal Enforcement
All	Active	Feasibility of Cemetery Services	Administration was directed at the November 4, 2019 Council meeting to look at the feasibility of Cemetery Services and investigate potential options for Council's consideration.	4-Nov-19	Spring 2021	Operational Services
8	Active	Report on Cost-Recover Solutions to Stormwater Management in the Bearspaw Area	Administration was directed at the December 1, 2020 special Council meeting to work with Neighbours Against High Water (NAHW) on potential cost-recovery solutions to stormwater management in the Bearspaw Area, and to report back to Council by the end of March, 2021.	1-Dec-20	Active	Operations Division
All	Active	County Plan Amendments to Accommodate Developer-led ASP	Administration was directed at the February 11, 2020 Council meeting to draft amendments to the County Plan to allow a development proponent to prepare a new ASP or amendment to an ASP subject to a Council-adopted Terms of Reference and that amendments to the County Plan allow a development proponent to prepare a new ASP or amendment to as ASP be included in the current drafting of a new MDP.	11-Feb-20	Fall 2020	Planning and Development Services
1	Active	Bragg Creek Hamlet Expansion Strategy	Council adopted a terms of reference for the Bragg Creek Hamlet Expansion Strategy Project at the January 8, 2019 Council meeting.  Administration was directed at the May 12, 2020 Council meeting to continue with the project and to finalize amendments to the Greater Bragg Creek ASP based on higher residential densities.	8-Jan-19	Winter 2020	Planning and Development Services