

Bylaws and 2013 Resolutions

Alberta Urban Municipalities Association

**2013 Convention
Calgary, Alberta
November 20 – 22**

Resolution Sessions:

First Session - November 20: 2:00 – 4:00 p.m.

Second Session – November 22: 10:00 – 10:30 a.m.

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Bylaws

Article I NAME

1.01 The name of the Association shall be the Alberta Urban Municipalities Association, referred to in these bylaws as the “Association.”

Article II PURPOSE OF BYLAWS

2.01 The purpose of these bylaws is to conform to the provisions of the *Societies Act*, R.S.A. 2000, c. S-14 and to set out how the Association will provide leadership in advocating local government interests to the Provincial Government and other organizations, and provide services that address the needs of its membership.

2.02 These Bylaws establish, and shall continue to establish in each and every year of the Association’s existence, a fundamental and paramount principle that the Association is owned and controlled by the Regular Members of the Association in every material way, and that the Association’s Bylaws, or any other document of the Association, shall be interpreted by the Association’s Members, any court of competent jurisdiction and any taxing authority having jurisdiction, in a manner consistent with this fundamental and paramount principle.

Article III GENERAL

3.01 The Board of Directors may establish procedures for convening any meeting referred to in these Bylaws by electronic or other communication facilities including a conference telephone call, facsimile, e-mail or such other technology as may become available.

3.02 Notwithstanding anything in these Bylaws, if by virtue of severe weather conditions, a pandemic or other emergency reason, it is impossible for a quorum to participate in any scheduled or required meeting

- (a) the time for undertaking any action, and
- (b) the terms of office of the President, Vice-Presidents and Directors are extended until the meeting can be reconvened.

3.03 When written notice is required to be provided under these Bylaws, the notice may be given by mail, facsimile or other electronic means which enables the recipient to review the entire text of the notice.

3.04 The classifications of Regular Members are

- (a) Cities over 500,000 population
- (b) Cities up to 500,000 population
- (c) Towns
- (d) Villages
- (e) Summer Villages

3.05 A reference in these Bylaws to “elected representative” means a member of the council of a Regular Member.

3.06 A reference in these Bylaws to a “special general meeting” means a meeting of the membership held at a time other than the annual general meeting.

Article IV MEMBERSHIP

4.01 Any municipality, organization or business which

- (a) desires to further the Object of the Association,
- (b) qualifies under a membership category described in 4.02, and
- (c) pays the relevant membership fee may become a member of the Association.

4.02 The categories of membership are:

- (a) **REGULAR MEMBERSHIP** which shall be available to any City, Town, Village, Summer Village, or municipality located in Alberta; and
- (b) **ASSOCIATE MEMBERSHIP** which shall be available to
 - (i) any municipality not eligible for regular membership
 - (ii) any organization wholly owned by one or more municipalities that are **eligible to be** Regular Members or Associate Members, any municipally-related non-profit organization or special purpose board or commission;
 - (iii) any municipally-related non-profit organization or special purpose board or commission that holds a reciprocal membership that has been approved by the Board of Directors; and
 - (iv) any other local authority or related non-profit organization incorporated pursuant to provincial legislation.
- (c) **AFFILIATE MEMBERSHIP** which shall be available to any company, organization or individual, in or outside of the Province of Alberta.

4.03 For purposes of determining membership classification, a Specialized Municipality, Municipal District or County which has a population equal to or greater than the population set out in the *Municipal Government Act*, R.S.A. 2000, c. M-26, or any amendments thereto, for a

- (a) city shall be considered a city,
- (b) town shall be considered a town,
- (c) village shall be considered a village, and
- (d) if less than the population set out for a village, shall be considered a summer village.

4.04 The Townsite of Redwood Meadows, the Special Areas Board and an Improvement District are eligible for inclusion in the classification of Regular Membership appropriate to its population.

4.05 The Board of Directors in its sole discretion may appoint any Past President of the Association and any person who has held municipal office or rendered any meritorious service to municipalities in general as a Life Member.

- 4.06** (a) Subject to sub-clause (b), any member may withdraw from membership in the Association at any time by notice in writing.
- (b) A Regular Member which wishes to withdraw from membership in the Association shall provide at least 12 months notice in writing to the Association accompanied by a certified copy of the resolution of council.
- (c) Any notice of withdrawal of membership shall be presented to the Board of Directors.
- (d) A member which withdraws from membership is not entitled to reimbursement of any membership fees.

4.07 The membership year is the calendar year.

4.08 A “**member in good standing**” is a member in respect of whom the Association has received the membership fee for the current membership year or in the case of a Regular Member evidence of intention to pay satisfactory to the Board of Directors has been received.

4.09 For purposes of this section “**Association activities**” means all activities of the Association under its mandate other than business services, and “**business services**” means any product or service provided by the Association to its members either directly or indirectly through a service delivery entity owned by the Association.

- (a) **Regular Members** - Regular Members are entitled to participate in all Association activities and business services, including the right to vote as set forth in Article V.
- (b) **Associate Members** - Associate Members are entitled to participate in business services and may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, not including the right to vote.

- (c) **Affiliate Members** - Affiliate members are not entitled to participate in business services but may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, not including the right to vote.
 - (d) **Eligible Members** (Regular and Associate Member Categories) - Municipalities or organizations eligible for the Regular or Associate Membership categories shall not be entitled to participate in Association activities when not a member in good standing, but shall be entitled to participate in the Association's business services.
- 4.10** If a member ceases to be a member in good standing, at the expiration of six (6) months from the date for which the membership fee was due, the member shall be automatically expelled from the Association and thereafter shall not be entitled to participate in association activities or enjoy membership privileges until the member has been brought into good standing and reinstated by the Board of the Directors.

Article V VOTING RIGHTS

- 5.01** The persons entitled to vote at any annual general meeting or special general meeting are those elected representatives in attendance whose municipalities are Regular Members of the Association in good standing.
- 5.02** Each person qualified to vote at any annual general meeting or special general meeting shall be entitled to one vote.

Article VI NOMINATIONS

- 6.01** Nominations shall be conducted in accordance with the election procedures established by the Returning Officer.
- 6.02** To be eligible for nomination a person must
- (a) be an elected representative of a Regular Member in good standing,
 - (b) submit a completed nomination in the form prescribed by the Returning Officer, and
 - (c) be nominated by at least two other elected representatives of Regular Members in good standing.
- 6.03** The persons making a nomination and the person being nominated must be eligible to vote in the election for which the nomination is being made.
- 6.04** The persons eligible for nomination as Vice-President for a classification are the persons who are elected or appointed as Directors for that classification provided that, for purposes of electing a Vice-President,
- (a) the City of Calgary shall be considered as one classification
 - (b) the City of Edmonton shall be considered as one classification, and
 - (c) Villages and Summer Villages shall be considered one classification.

Article VII ELECTIONS

- 7.01** The Board of Directors shall appoint a person as Returning Officer who shall be responsible for the fair and proper conduct of elections.
- 7.02** The Returning Officer shall establish and publish election procedures in accordance with these bylaws and generally in accordance with the provisions of the *Local Authorities Election Act*, R.S.A. 2000, c. L-21 or any amendments thereto with any necessary modifications.
- 7.03** Elections shall be held at the annual general meeting.
- 7.04** The election of the
- (a) President shall be conducted among all of the persons.
 - (b) Vice-Presidents shall be conducted among all of the persons from the relevant classification as established in Clause 3.04.
 - (c) Directors shall be conducted among all of the persons from the relevant classification as established in Clause 3.04 and electoral zone if applicable

- (i) who are eligible to vote and are in attendance at the meeting.

Article VIII BOARD OF DIRECTORS

- 8.01** The Association shall have a Board of Directors consisting of
- (a) the President, and
 - (b) 14 Directors.
- 8.02** The number of Directors representing each classification is:
- (a) two Directors appointed by the City of Calgary, one of whom shall be designated by the City as Vice-President for Calgary
 - (b) two Directors appointed by the City of Edmonton, one of whom shall be designated by the City as Vice-President for Edmonton
 - (c) three Directors representing Cities up to 500,000 population
 - (d) three directors representing Towns
 - (e) three Directors representing Villages
 - (f) one Director representing Summer Villages
- 8.03** The Directors representing Towns and Villages shall be elected by electoral zone.
- 8.04** For purposes of establishing electoral zones, the Board of Directors shall group
- (a) Towns into three zones in such a manner that the number of Towns in each zone is approximately the same
 - (b) Villages into three zones in such a manner that the number of Villages in each zone is approximately the same and shall publish the zone information by June 30 in each year.
- 8.05** The term of office for each position on the Board
- (a) commences at the organizational meeting of the Board following the annual general meeting and
 - (b) continues until the end of the next annual general meeting at which time the position is available for election.
- 8.06** The term of office for the position of
- (a) President is one year
 - (b) Vice-President is one year
 - (c) Director is two years.
- 8.07** (a) The term of office for the following Director positions shall begin in odd numbered years
- (i) 1 Calgary Director
 - (ii) 1 Edmonton Director
 - (iii) 2 Cities up to 500,000 population
 - (iv) Towns East
 - (v) Villages South
 - (vi) Summer Villages
- (b) The term of office for the following Director positions shall begin in even numbered years
- (i) 1 Calgary Director
 - (ii) 1 Edmonton Director
 - (iii) 1 Cities up to 500,000 population
 - (iv) Towns West and South
 - (v) Villages East and West
- 8.08** (a) A President who no longer remains an elected representative is nevertheless eligible to remain a member of the Board of Directors and to continue in office as President until the next annual general meeting providing such period shall not exceed three months.

- (b) A Director who no longer remains an elected representative is nevertheless eligible to remain a member of the Board of Directors and to continue in office as a Director until the next annual general meeting providing such period shall not exceed three months.
 - (c) In the case of either (a) or (b), if the period until the next annual general meeting is longer than three months, the position shall be deemed to be vacant.
- 8.09** Should the legal municipal status change of the municipality of which a Director is an elected representative,
- (a) the Director is eligible to remain in the position until the next annual general meeting, and
 - (b) if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.
- 8.10** Should the office of the President become vacant, the remaining Board of Directors shall forthwith appoint a member of the Board to serve as President until the next annual general meeting.
- 8.11** (a) Should a vacancy occur in a Director position other than a Director appointed by the City of Calgary or the City of Edmonton or in a Vice-President position
- (i) the Board may appoint a replacement to serve until the next annual general meeting, and
 - (ii) if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.
- (b) Should a vacancy occur in a Director position or a Vice-President position appointed by the City of Calgary or the City of Edmonton, the relevant city may appoint a replacement for the remainder of the term of office of the position.
- 8.12** A person appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.
- 8.13** In carrying out the responsibilities of a Director, every Director of the Association shall
- (a) act honestly and in good faith with a view to the best interests of the Association,
 - (b) exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances,
 - (c) comply with the Societies Act (Alberta) and any regulations under it and with the bylaws and policies of the Association
 - (d) maintain the confidentiality of all Association information given to the Director that is considered confidential, except in the following circumstances
 - (i) the confidential information is or subsequently enters the public domain through no action of the Director; or
 - (ii) the confidential information is required to be disclosed by law and if the Director receives Association information that is considered confidential
 - (iii) from his or her own independent sources; or
 - (iv) any third party not under an obligation to keep the information confidential the Director will disclose to the Board that he or she has received that information.
- 8.14** A member of the Board of Directors ceases to be a Director if:
- (a) the person is disqualified from Council pursuant to Section 174(1) of the *Municipal Government Act*; R.S.A. 2000, c. M-26, or any amendments thereto, or
 - (b) the person misses three consecutive regular meetings of the Board, unless authorized by resolution prior to the conclusion of the missed third consecutive regular meeting of the Board.
- 8.15** The Board of Directors may by resolution passed by at least three fourths (3/4) of the votes cast declare that a Board Member has ceased to be a Board member. The provisions of Article 9.05 regarding notice and an opportunity to be heard apply to a resolution under this Article.

Article IX DISQUALIFICATION OF BOARD MEMBERS

9.01 In this Article

- (a) "Board member's family" means the Board member's spouse, the Board member's children, the parents of the Board member and the parents of the Board member's spouse;
- (b) "spouse"
 - (i) includes a party to a relationship between a man and a woman who are living together on a bona fide domestic basis, and
 - (ii) does not include a spouse who is living apart from the other spouse if the spouses have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.

9.02 (1) A member of the Board of Directors has a pecuniary interest in a matter if:

- (a) the matter could monetarily affect the Board member or an employer of the Board member, or
 - (b) the Board member knows or should know that the matter could monetarily affect the Board member's family.
- 2) For the purposes of subsection (1), a person is monetarily affected by a matter if the matter monetarily affects
- (a) the person directly,
 - (b) a corporation, other than a corporation the shares of which are traded on a stock exchange, in which the person is a shareholder, director or officer;
 - (c) a corporation, the shares of which are traded on a stock exchange, in which the person beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the person is a director or officer; or
 - (d) a partnership or firm of which the person is a member.
- (3) A Board member does not have a pecuniary interest by reason only of any interest
- (a) that the Board member or a member of the Board member's family may have by reason of being appointed by the Board as a director of a company incorporated for the purpose of carrying on business for and on behalf of the Association or by reason of being appointed as the representative of the Board on another body;
 - (b) that the Board member or member of the Board member's family may have with respect to any allowance, honorarium, remuneration or benefit to which the Board member or member of the Board member's family may be entitled by being appointed by the Board to a position described in clause (a);
 - (c) that the Board member may have with respect to any allowance, honorarium, remuneration or benefit to which the Board member may be entitled by being a Board member; or
 - (d) that is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Board member.

9.03 (1) When a Board member, or a Regular Member of which the Board member is an

- elected representative, has a pecuniary interest in a matter before the Board, a Board committee or any other body to which the Board member is appointed as a representative of the Board, the Board member must, if present,
- (a) disclose the general nature of the pecuniary interest prior to any discussion of the matter;
 - (b) abstain from voting on any question relating to the matter;
 - (c) abstain from any discussion of the matter; and
 - (d) subject to subsection (2), leave the room in which the meeting is being held until discussion and voting on the matter are concluded.
- (2) If the matter with respect to which the Board member, or the Regular Member of which the Board member is an Elected Representative has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the Board member to leave the room.

- 9.04** (1) A member of the Board of Directors ceases to be a Board Member if he or she
- (a) as a Board Member, takes part in a decision knowing that the decision might further a private interest of
 - (i) the Board Member,
 - (ii) a corporation, firm or partnership referred to in section 4.1.2(2) of this Article 4.1, or
 - (iii) a Regular Member of which the Board member is an Elected Representative,
 - (b) where applicable, does not declare an interest and withdraw from a meeting without voting on or discussing a matter before the Board of Directors which might further a private interest referred to in clause (a)(i), (ii) or (iii), or
 - (c) accepts
 - (i) a fee of any amount other than a fee or honorarium paid by the Association for the Board member's services as a Board member, or
 - (ii) a gift or other benefit having a value of more than \$100 that is received because the Board Member is a Board Member.
- (2) Subsection (1)(c) does not apply if a Board Member is invited to attend an event or function as a representative of AUMA and the Board Member discloses such attendance in a manner approved by the Board from time to time.
- 9.05** (1) A meeting of the Board of Directors may be called under section 10.01 to determine whether a Board Member has ceased to be a Board member under this Article.
- (2) The Board Member
- (a) shall be given notice of a meeting of the Board of Directors called under this section;
 - (b) upon request
 - (i) shall be given particulars of the grounds on which it is alleged that he or she has ceased to be a Board member;
 - (ii) shall be given an opportunity to make representations to the Board of Directors in writing or in person, or by legal counsel, or any combination of the foregoing;
 - (c) is not entitled to be present while the Board of Directors discusses the question whether or not the Board Member has ceased to be a Board Member.
- 9.06** (1) The Board of Directors may by resolution state that the Board Member has ceased to be a Board Member.
- (2) The provisions of Article VIII relating to the filling of vacancies on the Board until the next annual general meeting apply to filling a vacancy under this Article.
- 9.07** A Board Member, by accepting appointment or election as a Board Member, agrees the Board Member will not be entitled to assert any claim or bring any legal action, whether for defamation or any other cause of action, against the Association or any officer, director or employee of the Association, in respect of anything done by any of them in good faith pursuant to this Article.

Article X POWERS AND DUTIES OF THE BOARD

10.01 Meetings of the Board of Directors shall be held:

- (a) pursuant to a regular schedule of meetings set by the Board at its organizational meeting following the annual general meeting, or
- (b) at the call of the President, or
- (c) upon the written request of four Directors with at least 72 hours notice.

10.02 A quorum of the Board is eight members.

10.03 At meetings of the Board of Directors each Board Member present shall have one vote and, in the case of a tie, the motion shall be lost.

- 10.04** The Board of Directors has the authority and responsibility to carry out as appropriate, or delegate to its committees, the powers and duties conferred upon the Association.
- 10.05** If the Board establishes and prescribes the terms of reference for any committee, or delegates that authority to the Executive Committee, the persons appointed as committee members may be:
- (a) Directors,
 - (b) elected representatives of members,
 - (c) other persons, or
 - (d) any combination of the above.
- 10.06** Members of the Board of Directors and Executive Committee shall receive an honorarium for their service and shall be reimbursed for expenses reasonably incurred in performing their duties on the Board of Directors or Executive Committee.

Article XI EXECUTIVE COMMITTEE

- 11.01** The Executive Committee shall consist of the President and the Vice-Presidents.
- 11.02** A quorum shall consist of three (3) members of the Executive.
- 11.03** The Executive Committee shall have all the powers of the Board of Directors between meetings of the Board on emergent issues in accordance with such rules as the Board of Directors may adopt provided that the Executive may only recommend
- (a) the employment or termination of the Chief Executive Officer of the Association,
 - (b) the amount of membership fees under clause 15.04, and
 - (c) borrowing money under clauses 15.07 and 15.08.
- 11.04** The Executive Committee shall report any action taken under clause 11.03 at the next meeting of the Board.
- 11.05** The President and Vice-Presidents have the duties and powers commonly assigned to such officers.

Article XII MEETINGS

- 12.01** The annual general meeting of the Association shall be held at such time and place as the Board of Directors may determine.
- 12.02** Written notice of the date of the annual general meeting shall be provided to each member not less than twelve (12) weeks prior to the date of the meeting.
- 12.03** A special general meeting of the Association may be held at the call of five (5) percent of the Regular Membership or by two-thirds vote of all the Board and written notice shall be provided to each member not less than fourteen (14) days before the date of the meeting.
- 12.04** A quorum at an annual general meeting or special general meeting shall be representation from twenty-five percent of the Regular Membership in good standing and the quorum shall be determined within fifteen minutes of the posted starting time of the meeting.
- 12.05** The President or another member of the Board delegated by the President shall chair the annual general meeting and any special general meeting.
- 12.06** The persons entitled to speak at an annual general meeting or special general **meeting** are
- (a) those elected representatives in attendance whose municipalities are Regular Members of the Association in good standing,
 - (b) in the event a Regular Member is unable to be represented at the annual general meeting or special general meeting by an elected representative, an official appointed by motion of the Council to represent it, provided that notice of such appointment is submitted in writing to the Chief Executive Officer at least three (3) days prior to the date of the annual general meeting or special general meeting, and
 - (c) upon a motion from the floor, a representative of an Associate Member.

- 12.07** Except as otherwise provided in these Bylaws, the Rules of Procedure to be followed at meetings of the Board of Directors, the annual general meeting and any special general meeting shall be those in "Robert's Rules of Order, Newly Revised."

Article XIII CHIEF EXECUTIVE OFFICER

- 13.01** The Board shall appoint a Chief Executive Officer to manage the affairs of the Association under the general direction of the Executive Committee.
- 13.02** The Chief Executive Officer shall ensure that:
- (a) accurate minutes of all meetings of the Association, the Board, the Executive Committee and any other committees are recorded,
 - (b) accurate records of revenues and expenditures are recorded,
 - (c) all money belonging to or held by the Association is deposited in a financial institution or invested in financial instruments approved by the Board, and
 - (d) all records and the Seal of the Association are kept safe.
- 13.03** The Chief Executive Officer may employ any administrative staff required within the expenditure authority included in the Association's budget.

Article XIV SIGNING AUTHORITY

- 14.01** After they are approved, the minutes of all meetings shall be signed by the person presiding at the meeting and the Chief Executive Officer.
- 14.02** The Board of Directors shall designate signing authorities for any financial instrument and the use of the seal.

Article XV FINANCIAL AFFAIRS

- 15.01** The fiscal year of the Association shall be the calendar year.
- 15.02** Before the end of each fiscal year, the Board of Directors shall approve a budget for the next fiscal year which shall include revenues at least sufficient to pay the estimated expenditures.
- 15.03** The Board of Directors may approve an interim budget for part of the next fiscal year.
- 15.04** The Board of Directors shall annually determine a method of calculating membership fees which will generate the membership fee revenue projected in the budget.
- 15.05** If any number of Regular Members agree to undertake a special initiative, the Board of Directors may levy a special fee on those members to raise the required revenue.
- 15.06** The membership fees in effect on the date that these bylaws are approved are continued until they are changed by the Board of Directors.
- 15.07** The Board of Directors shall have the power to borrow on behalf of the Association and upon the credit of the Association for operating purposes an amount not in excess of sixty percent (60%) of annual fees or special assessments then levied or assessed by the Association to its membership but not yet collected.
- 15.08** By a two-thirds majority vote of the Board, the Association may borrow for capital purposes.
- 15.09** The Association may draw, make, accept, endorse, execute and issue promissory notes, bills of exchange and other negotiable instruments.
- 15.10** The books and records of the Association shall be available for the inspection by any Regular Member of the Association at the Association's office during normal business hours.
- 15.11** In the event the Association is wound up or dissolved, all of its remaining assets after payment of its liabilities shall be paid to such registered and incorporated non-profit organization or organizations with purposes similar to those of the Association as a Majority of the Regular Members determine. In no event shall any Member become entitled to any assets of the Association.

- 15.12** The Board of Directors shall appoint by resolution an auditor and an audited annual financial statement shall be submitted to each annual general meeting.
- 15.13** The Association may acquire by gift or purchase and have, possess and enjoy land, tenements, rents, annuities and other property of any kind whatsoever within the Province of Alberta.
- 15.14** The Association may from time to time sell, alienate, exchange, mortgage, let, lease or otherwise dispose of any part of its real or personal estate.
- 15.15** Every Director and officer of the Association and their heirs, executors and administrators, respectively, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Association from and against:
- (a) all costs, charges, damages and expenses whatsoever which they sustain or incur in or about any action, suit or proceeding which is brought, commenced or prosecuted against them or in respect of any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office; and
 - (b) all other costs, charges, damages and expenses which they sustain or incur in or about in relation to any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office;
 - (c) except such costs, charges, damages and expenses as are occasioned by their own wilful act, default or dishonesty.

Article XVI AMENDMENTS

- 16.01** The Board of Directors or a Regular Member may propose a special resolution, as required by the *Societies Act*, R.S.A. 2000, c. S-14, or any amendments thereto, to amend these Bylaws.
- 16.02** A proposed special resolution may be considered at the annual general meeting or at a special general meeting.
- 16.03** Written notice of a proposed special resolution shall be provided to each member not less than eight (8) weeks before the meeting at which the special resolution is to be considered.
- 16.04** An amendment to the Bylaws shall not be made unless a three-quarters (3/4) majority of the representatives of Regular Members in good standing present at the meeting vote in favour of the amendment.
- 16.05** Notwithstanding any other provision of contained in these Bylaws, every Special Resolution to amend these Bylaws shall contain the following preamble:
WHEREAS the following proposed amendment has been submitted to the Association only after taking into consideration:
- (a) the Association's fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
 - (b) the Association's tax exempt status under para. 149(1)(d.5) of the Income Tax Act, Canada as discussed by the Canada Revenue Agency in its letter dated March 14, 2007
- and that the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association's tax exempt status under para. 149(1)(d.5) of the Income Tax Act, Canada as same may be amended from time to time.
- 16.06** In 2015 and every subsequent year divisible by five (5), the President shall establish a special committee to conduct a general review of the Bylaws of the Association.
- 16.07** In the event any provision of these Bylaws is in any manner determined to be inconsistent with, or in violation of, the fundamental and paramount principle of the Association set forth in Article 2.02 above, then such provision shall be deemed to be void *ab initio* and of no force and effect, and such provision shall be struck from these Bylaws without further notice or approval by the Regular Members.

AUMA Resolutions Policy

Resolutions

General

1. The Municipal Governance Committee shall serve as the Resolutions Committee of the Association.
2. The responsibilities of the Committee are to review proposed resolutions for format and content, and assign a category.
3. Resolutions may be submitted for consideration at the annual convention by
 - (a) a regular member or group of regular members or
 - (b) the Board of Directors.
4. Resolutions shall be in the form:
WHEREAS ...
AND WHEREAS ...
NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association (take some action)

Resolution Guidelines

5. Resolutions must meet the following criteria:
 - (a) Each resolution
 - i) must be approved by the council of the sponsoring municipality.
 - ii) should strive to address a topic of concern to municipalities throughout the Province.
 - (b) Resolutions must not direct a municipality to adopt a particular course of action, but must be worded as a request for consideration of the issue.
 - (c) Whereas clauses should clearly and briefly set out the reasons for the resolutions.
6. Each resolution should be accompanied by background information outlining the issue as it relates to the sponsoring municipality, when and how often the resolution has been submitted in the past, and how the resolution is related to AUMA policy. This material will assist the Municipal Governance Committee, and later the convention body, in understanding the issues.
7. The operative clause of the resolution (i.e. the one beginning **NOW THEREFORE BE IT RESOLVED THAT...**)
 - (a) must clearly set out what the resolution is meant to achieve, and
 - (b) state a specific proposal for action.
 - (c) The wording should be straightforward and brief so that the intent of the resolution is clear. Generalization should be avoided.
8. Resolutions are to be in the hands of the Chief Executive Officer no later than May 31 each year, provided that, the Chief Executive Officer may grant an extension of the deadline,

- (a) if the annual convention is scheduled later than Thanksgiving Day in any year; or,
 - (b) if requested by a member, if the Chief Executive Officer is satisfied that severe weather conditions, a pandemic or other emergency reason, has made it impossible for the member to submit the resolution by the deadline date..
9. The annual call for resolutions may include information on key issues identified in the AUMA strategic or business plan on which the Board wishes to focus and/or information regarding any other matters on which AUMA seeks assistance in the coming year. As well, the annual call for resolutions will remind members that alternatives to convention resolutions available during the year include bringing Requests for Decisions to the appropriate Mayors Caucus and bringing a matter directly to the attention of the AUMA Board.

Extraordinary Resolutions

10. A resolution arising from the proceedings of the convention or related to a matter of an urgent nature arising after the resolution deadline may be considered an Extraordinary Resolution.
11. A regular member wishing to propose an extraordinary resolution shall present it, together with a rationale as to why it is extraordinary, to the Chief Executive Officer after the first day of the convention. The sponsoring municipality(ies) shall provide 1000 copies of the resolution.
12. The determination whether the proposed resolution meets the criteria of an extraordinary resolution will be made by
- (a) in the case of a proposed extraordinary resolution submitted after the Resolution Deadline but before the final Board meeting prior to the Convention, by the Board on the recommendation of the Municipal Governance Committee,
 - (b) in the case of a proposed extraordinary resolution submitted after the final Board meeting prior to the Convention, by the Executive Committee, in consultation with the Resolutions Session Chair.
13. The AUMA Executive Committee, in consultation with the Municipal Governance Standing Committee chair, will determine whether the proposed resolution meets the criteria of an extraordinary resolution.
14. Criteria for an Extraordinary Resolutions are:
- (a) they deal with an emergent issue of concern to the general membership that has arisen after the resolution deadline;
 - (b) they deal with an emergent issue of concern to the general membership that will be addressed by another order of government BEFORE the next AUMA annual Convention; and
 - (c) they comply with the guidelines for resolutions set out elsewhere in this policy (AP002).
15. A 2/3 majority vote of the assembly is required prior to any Extraordinary Resolution accepted by the Executive Committee being considered by the assembly.
16. No debate on the merits or “urgency” of any Extraordinary Resolution will take place prior to the vote.
17. Extraordinary resolutions accepted for consideration by the assembly shall be presented following debate of the **Targeted Scope** resolutions.

Administrative Review

18. The Chief Executive Officer may return any submitted resolution to the sponsoring municipality to have deficiencies corrected.
19. Deficiencies may include but are not limited to:
 - (a) absence of any indication of the resolution being endorsed by the council of the sponsoring municipality;
 - (b) preliminary clauses which are contradictory to the operative clause or the absence of preliminary clauses;
 - (c) lack of a clear supporting narrative where the rationale of the resolution is unclear.
20. The return by the Chief Executive Officer of any proposed resolution for the correction of any deficiencies will not affect its categorization nor will it make a timely resolution late.

Committee Review

21. The Municipal Governance Committee shall review each proposed resolution and may recommend that the Board refuse to submit to the convention any resolution deemed inappropriate for consideration by the Association.
22. The Municipal Governance Committee will notify the appropriate policy committee of any proposed resolution related to its policy.
23. The Municipal Governance Standing Committee may:
 - (a) amend the grammar or format of the resolution;
 - (b) consolidate resolutions of similar intent or subject matter;
 - (c) provide comments on each resolution with regard to its background;
 - (d) inform the sponsoring municipality where the resolution will materially change or contradict current AUMA policy.
 - (e) recommend to the Board of Directors, that resolutions already adopted and/or forming AUMA policy (see clause 54 of this Policy) NOT be considered at the Convention, and be returned to the sponsor(s) of the resolution(s) with an explanation of the reason for return.
24. When the Committee determines that a proposed resolution is appropriate for submission to the convention, the Committee shall categorize the resolution as:
 - (a) AUMA Strategic/Business Plan Priorities
 - (b) Provincial Scope
 - (c) Targeted Scope
 - (d) Endorsement Requests
 - (e) Non-Municipal Matters
25. The AUMA Strategic/Business Plan Priorities category would address matters related to implementing the AUMA strategic and/or business plans.
26. The Provincial Scope category would have resolutions that address matters of significance to all or most municipalities in the province.

27. The Targeted Scope category would have resolutions that address matters of significance to all or most municipalities located in one area of the Province or municipal members of a similar size.
28. The Endorsement Requests category would address requests of regular Members to endorse positions they are taking without any advocacy action by AUMA.
29. The Non-Municipal Matters category would address matters outside of municipal jurisdiction and therefore not appropriate for presentation to the convention.
30. When the Board has approved the resolutions report (section 31), proposed resolutions assigned to the Non-Municipal Matters category will be returned to the sponsoring member(s) with an explanation of why the resolution will not appear in the Policy and Resolutions Book at the convention.
31. The Committee will prepare a resolutions report which will include all proposed resolutions determined appropriate for submission to the convention including the following information on each resolution:
 - (a) Number and Title of Resolution
 - (b) Name of Sponsoring Member(s)
 - (c) Proposed Resolution
 - (d) Resolutions Category
 - (e) Municipal Governance Committee Comment (if any)
32. Resolutions will be presented in the following order:
 - (a) AUMA Strategic/Business Plan Priorities
 - (b) Provincial Scope
 - (c) Targeted Scope
 - (d) Endorsement Requests
33. The Committee will recommend to the Board a Policy and Resolutions Book including the resolutions report together with such other information on bylaws, policies and procedures as the Committee may deem appropriate which shall be provided to members at least eight (8) weeks prior to the Convention.

<h2>Resolution Session Agenda</h2>

34. Prior to the beginning of the first resolution session the Chair will ask for a motion from the floor to adopt the Resolution Session Agenda as presented in the Policy and Resolutions Book.
35. Amendments from the floor to the Resolution Session Agenda will be accepted when duly moved and seconded.
36. No debate on the proposed amendments to the Resolution Session Agenda will occur.
37. A 2/3rds majority of the delegates will be required to change the Resolution Session Agenda.
38. If there are no amendments to the Resolutions Session Agenda, resolutions will be debated in the order they are presented in the resolution booklet. No further amendments to the resolution agenda will be accepted.

Considering Resolutions

39. The Board, after consulting with the Municipal Governance Committee Chair, will appoint a Resolutions Sessions Chair.
40. The Session Chair will introduce each proposed resolution by indicating its number, the name of the sponsoring municipality, and then will move the resolution. The Session Chair will then call on the sponsoring or a supporting municipality to second the resolution. If no municipality seconds the resolution, the resolution dies.
41. If the resolutions report includes a comment by the Municipal Governance Committee on the proposed resolution, the Session Chair will then call on a member of the Municipal Governance Committee to give the views of the Municipal Governance Committee (if necessary).
42. The Session Chair will then call for a spokesperson from the sponsoring municipality(ies) to speak to the resolution and open the debate. The spokesperson will be allowed two (2) minutes for the opening.
43. In the case of a proposed new policy position paper, the Session Chair will allow a spokesperson or designate a maximum of five (5) minutes to introduce the new policy position paper and place the resolution on the proposed new policy before the convention and to name the seconder.
44. Following the initial speaker, the Session Chair will then call alternately for persons opposing and supporting the resolution. These speakers will have a two (2) minute time limit and shall not speak more than once on any one question. When no alternate position speaker is available, the Session Chair will declare the end of the debate and the spokesperson will be allowed one (1) minute for the closing of debate.
45. If no one rises to speak in opposition to a proposed resolution, the question will be immediately called.
46. A sponsoring municipality or designate may declare its intent to withdraw a proposed resolution when the resolution is introduced. In this event, the Session Chair shall declare the resolution withdrawn and no further debate or comments will be allowed.
47. Amendments, including “minor amendments” from the floor will be accepted when duly moved and seconded. Amendments, including “minor amendments” must be submitted in writing to the Session Chair prior to the amendment being introduced.
48. The Session Chair will rule whether or not an amendment complies with the intent of the original resolution.
49. Discussion procedures for an amendment shall be the same as for a resolution.
50. The conflict of interest guidelines for council votes, as outlined in the *Municipal Government Act*, shall also apply to convention resolution votes for all delegates. It is incumbent upon each delegate to ensure adherence to this rule.
51. Voting may be by
 - (a) a show of delegate accreditation cards, or

(b) electronic means.

52. As long as there is a quorum present (as provided in the Bylaws a quorum is comprised of representatives of twenty-five percent [25%] of the Regular Members) the final resolution session shall not be closed until all resolutions listed in the agenda are debated and voted upon, or the allotted time for the session has expired unless the majority of delegates present vote to extend the allotted time.
53. Resolutions which are not debated at a convention resolutions session because of insufficient time or lack of quorum, will be considered by the Municipal Governance Committee, with its recommendations, to a meeting of the Board of Directors following the convention.
54. Resolutions passed by the membership shall not be amended or modified by the Municipal Governance Standing Committee or the Board of Directors.
55. Carried resolutions will be referred to the relevant Standing Committee which will
 - (a) develop policy statements and make a recommendation to the Board, or
 - (b) in the event that the committee determines that the background information of WHEREAS clauses are materially incorrect or misleading, may recommend to the Board that a resolution be returned to the sponsoring municipality(ies) with an explanation of the reasons for returning it.

<h2>Carried Resolutions</h2>

56. Carried resolutions will be referred to the relevant Standing Committee which will develop policy statements and make recommendations to the Board.
57. When the policy statements are approved by the Board, each statement will be sent to the relevant Minister(s).
58. The Chief Executive Officer will collect all advocacy responses and prepare a status of resolutions inventory on the AUMA website. The status of resolutions inventory will include the responses and an indication of what (if any) follow up action AUMA will take with regards to any resolution for which the advocacy was not successful.
59. Resolutions have an active life of three (3) years, then are deemed inactive.

AUMA Request for Decisions (RFDs) Adopted at Mayors' Caucus in 2013

Receiving input and direction from members is critical to the AUMA. While the resolution process is an effective way for member-municipalities to request that AUMA take action or explore an issue further, there are also other options. One alternative method for gaining AUMA support is through a Request for Decision (RFD) submitted at a Mayors' Caucus. RFDs are discussed, debated, and voted on at Mayors Caucus meetings. If the RFD is passed, it is then reviewed by AUMA's Board to determine possible next steps. During 2013, two member RFDs were presented and accepted by attendees. In an effort to keep all AUMA members up-to-date with issues that AUMA has been asked to consider, the RFDs are presented below.

The following RFDs were adopted in February 2013:

That the AUMA lobby the Government of Alberta to provide funding assistance for municipalities to purchase water license transfers and develop a policy framework that incentivizes and rewards communities for demonstrating water management practices that result in the wise and prudent use of water resources and preserve and protect the natural environment.

The Council of the Town of Redwater requests that the AUMA consider putting forth a request to the Government of Alberta to make changes to the current Alberta Gaming and Liquor Commission's policies regarding access to licensed casino events by eligible organizations that will lessen the disparity between the amount of proceeds distributed to eligible organizations and the waiting periods that is currently realized depending upon the region the organization is assigned to.

There were no RFDs adopted in June 2013.

AUMA SPECIAL RESOLUTION

NOTICE OF SPECIAL RESOLUTION

The Board of Directors of the Alberta Urban Municipalities Association hereby gives notice that at the 2013 Annual General Meeting of the Association the Town of Drayton Valley will be proposing the following Special Resolution to amend the Bylaws of the Association:

WHEREAS the following proposed amendments have been submitted to the Association only after taking into consideration:

- (a) the Association's fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
- (b) the Association's tax exempt status under para. 149(1)(d.5) of the Income Tax Act, Canada as discussed by the Canada Revenue Agency in its letter dated March 14, 2007

and that the proposed amendments herein will not, by their nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association's tax exempt status under para. 149(1)(d.5) of the Income Tax Act, Canada as same may be amended from time to time.

BE IT RESOLVED THAT the existing Bylaw 8.06 be revised so that the position of President of AUMA is changed from a one year term to a two year term commencing in 2015.

This change would mean that on January 1, 2015 section 8.06 of the AUMA Bylaws will be revised to read:

8.06 The term of office for the position of

- (a) President is two years
- (b) Vice-President is one year
- (c) Director is two years.

Members should note that an amendment to the Bylaws shall not be made unless a three-quarters (3/4) majority of the representatives of Regular Members in good standing present at the meeting vote in favour of the amendment.

On August 21, 2013 the AUMA Board of Directors passed a motion recommending against supporting the Special Resolution revising the AUMA Bylaws so that the term of AUMA President is changed from 1 year to 2 years commencing in 2015.

AUMA STRATEGIC/BUSINESS PLAN PRIORITIES

2013 Policy and Resolutions Book

Category AUMA Strategic/Business Plan Priorities

AUMA Resolutions Policy:

The **AUMA Strategic/Business Plan Priorities** category would address matters related to implementing the AUMA strategic and/or business plans.

3 resolutions recommended under this Category.

WHEREAS in 2012 the AUMA Board of Directors issued the mandate of developing Municipal Water Policies and approved advancing policies over a number of years with 2013 policies focused on wetlands; and

WHEREAS AUMA developed policy statements and sought members' input through the Water Network, Digest articles, a webinar and the June Mayors' Caucus; and

WHEREAS at its August meeting, the AUMA Board of Directors considered members' input and adopted the policies for consideration at the 2013 Convention.

NOW THEREFORE BE IT RESOLVED THAT the AUMA 2013 General Assembly approve the municipal water policies.



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

2013 Municipal Water Policy on Wetlands

Convention Policy Paper

1. Background

Benefits and Challenges

Wetlands provide valuable ecological services to communities. Their ability to store water provides natural stormwater management that can mitigate the risk of floods, while reducing the need for costly infrastructure. This service will become increasingly valuable as extreme weather events become more common. Among the most ecologically rich places in the province, wetlands also support biodiversity which adds to municipalities' aesthetic appeal and environmental integrity. As the only breeding ground for dragon flies, healthy permanent wetlands even play a role in controlling mosquito populations.

Economic and population growth is putting increasing pressure on wetlands and hampering their ability to provide ecosystem services. Unfortunately, the long term ecological consequences and economic costs of losing wetlands are often not taken into account in development decisions.

Objective

The Government of Alberta recently released a new *Alberta Wetland Policy* with a goal to “conserve, restore, protect and manage Alberta’s wetlands to sustain the benefits they provide to the environment, society and the economy.” AUMA has engaged our members in developing our own wetlands policies in order to guide our response to the Government of Alberta’s new policy and our input on its implementation.

The objective of AUMA’s 2013 Municipal Water Policies on wetlands is to:

- Raise the profile and understanding of wetlands.
- Contribute a municipal perspective to the implementation of provincial wetland policies.
- Create an enabling environment that facilitates the ability of municipalities and other partners to conserve and restore these essential bodies of water.

These wetlands policies are part of a broader initiative to develop a set of comprehensive water policies over a number of years in order to effectively respond to provincial and federal policies and programs and to build municipal capacity to respond to water related challenges and opportunities. Appendix “A” provides the Municipal Context and Principles that are guiding AUMA’s policy development.

2. Wetland Policy Statements

Engagement in a new wetland policy

Concerns of Municipalities

In the 30 years preceding the release of the new Alberta Wetland Policy, wetland management was guided by an interim policy, Wetland Management in the Settled Areas of Alberta. The policy sought to maintain wetlands in a natural state and mitigate disturbance whenever possible. The policy only covered Alberta's White Area, even though 90 percent of province's wetlands are in the Green Area. Despite the intent of the policy, the White Area loses wetlands at an estimated rate of 0.5 percent a year adding to the over 64 percent of wetlands that have been lost in the last 100 years.

The Government of Alberta's new policy, which covers the entire province, took a number of years to develop and specific stakeholders were consulted in its development. For example, in 2008 the Alberta Water Council provided the government with recommendations for a new wetlands policy and implementation plan to which municipalities contributed. The new policy is high level, and implementation will be phased in over the next few years.

AUMA hopes that implementation will proceed in a timely manner and create an environment that will better enable the province, municipalities and other wetland organizations to conserve wetlands.

The following municipal wetlands policies will inform AUMA's response to the new provincial policy and input on its implementation

Policy

- 1) AUMA urges the Government of Alberta to:
 - a) Immediately engage municipalities and other wetlands stakeholders in implementing the new wetlands policy for the entire province in order to prevent further wetland loss.

Wetland Inventory

Concerns of Municipalities

It is essential for municipalities, the provincial government and other wetlands stakeholders to have a solid understanding of the extent, location and function of Alberta's wetlands in order to make sound management decisions. While a handful of municipalities have conducted wetlands inventories, most do not have the expertise or financial resources to complete one on their own let alone keep it up to date. The Government of Alberta has conducted a province-wide inventory available at GeoDiscover Alberta. However, the accuracy of the inventory could be improved along with the accessibility and ease of use of the information.

Policy

- 2) AUMA urges the Government of Alberta to:
 - a) Continuously improve the accuracy of the Provincial Wetland Inventory and make the data more user friendly and accessible.
 - b) Expand the inventory to include information on wetland function.
 - c) Identify provincially/ecologically significant wetlands that require enhanced protection including the identification of compensatory wetland habitat.
- 3) That the AUMA work with the Government of Alberta and other wetland experts to develop a guide for municipalities to use in partnering with developers and land owners to conduct more detailed localized wetlands inventories to better integrate protection of wetlands into land use and sustainability plans.

Municipal Government Act

Concerns of Municipalities

The Municipal Government Act (MGA) enables municipalities to conserve wetlands through tools such as land use bylaws and environmental reserves. However, there are limitations as to when these sections can be enacted and how they can be applied. For example, Section 664 (1) of the MGA indicates that a municipal authority can designate a "swamp" as an environmental reserve at the time of subdivision. While swamps are commonly defined as wetlands, there is often disagreement as to what type of wetlands qualify as a swamp. The MGA also allows municipalities to designate strips of land "abutting the bed and shore of any lake, river, stream or other body of water" as environmental reserve. Although wetlands would normally be considered to be a body of water,

land owners and developers often argue that because wetlands are dissimilar from lakes, rivers and streams, jurisprudence dictates that they should not be considered to be a body of water in this case.

The current review of the Municipal Government Act provides the opportunity to strengthen provisions for wetland protection.

Policy

- 4) AUMA advocates that the Municipal Government Act be amended to provide greater clarity in the definition of environmental reserve including:
 - a) Adding wetlands to the list of eligible ecosystems in section 664(1) (a).
 - b) Clarifying which classes of wetland are eligible to be designated as environmental reserves.
 - c) Clarifying that the setback referred to in section 664(1) (c) applies to wetlands.
- 5) AUMA advocates that the Government of Alberta provide guidance on how to measure environmental reserve setbacks.

Wetland Mitigation

Concerns of Municipalities

Wetland management in Alberta is meant to follow the wetland mitigation hierarchy whereby:

- *The first priority is to avoid impacting wetlands whenever possible.*
- *Where avoidance is not possible, proponents will be expected to minimize impacts on wetlands.*
- *As a last resort, and where avoidance and minimization efforts are not feasible or prove ineffective, compensation will be required.*

However, research and municipal experience indicate that this hierarchy is not being followed. Currently avoidance and minimization are skipped in favor of development and compensation. Restoring another wetland (as compensation) may not provide the same ecological benefits to the community as the original wetland. In addition, many municipalities express frustration that they are not consulted in the approval process and in some cases the Government of Alberta has approved destruction of wetlands that were designated for conservation by the municipalities. While developing over wetlands provides economic benefits and can increase the municipal tax base, in the long term the loss of water treatment and storage functions that wetlands provide can create increased stormwater management and treatment costs for municipalities.

Even where wetlands are protected, changes to surrounding landscapes can compromise their functions. Wetlands are part of broader hydrological systems and ecosystems. Their ability to store water and provide habitat is connected to and affected by the health of other aspects of those systems. Development around wetlands, particularly that which may alter drainage patterns or encroach on adjacent natural and/or riparian areas, needs to consider this relationship.

Policy:

- 6) AUMA urges the Government of Alberta to strengthen the wetland mitigation hierarchy with greater emphasis on avoidance by:
 - a) Developing science-based criteria defining the parameters that should be used to determine when avoidance is not possible. The criteria should give greater weight to the long-term ecological and economic impacts of the loss of wetland function than short-term economic gains.
 - b) Considering wetlands as part of hydrologic systems and ecosystems, where changes to other aspects of the system can compromise their function and value.
 - c) Identifying the real cost of restoration and increasing compensation rates accordingly so that it becomes more attractive to avoid wetland loss.
 - d) Developing a formal process to involve municipalities early in the decision making process around applications for wetland disturbance or destruction.

Assessing Relative Wetland Value

Concerns of Municipalities

The Government of Alberta is shifting the way that wetlands are assessed and valued. Previously, the government's wetland management approach focused on the physical area. For each hectare of wetland lost to development, three hectares or greater of wetlands should be restored. The government has now introduced using wetland value as a means of assessing loss and

compensation. This approach will assess the relative contribution of an individual wetland to water quality improvement, hydrology, biodiversity and various human uses in addition to area.

According to the government, the consideration of relative wetland value will reinforce the mitigation hierarchy by contributing to decisions as to whether avoidance or minimization is required and, if loss is allowed, used to determine the restoration requirements.

Policy

- 7) AUMA supports the shift towards value based assessment and emphasizes the need for the assessment approach to:
 - a) Be implemented in a manner that ensures there is “no net loss” of wetlands.
 - b) Include valuation of the wetland’s riparian area.
 - c) Consider historic and cultural values.
 - d) Consider wildlife connectivity.
 - e) Consider not just the value of the individual wetland, but the cumulative effects of wetland disturbance on the water balance within the entire drainage area.
 - f) Be conducted consistently across the province by qualified wetland aquatic environment specialists.
 - g) Recognize that wetlands in dense urban areas may not be able to provide the same level of biodiversity, but still provide essential ecological services related to flood control and water quality enhancement.
 - h) Be integrated into a provincial wetland inventory in order to identify high value wetlands.
- 8) Recognizing that the value based approach may be more complex to implement and require additional recourses, AUMA urges the Government of Alberta to establish a mechanism to have proponents of development provide the valuation assessments as part of their development application.

Restoration Agencies

Concerns of Municipalities

Wetland restoration must be carried out by a wetland restoration agency. Ducks Unlimited Canada (DUC) is currently the primary wetland restoration agency in Alberta and there is no certification process that would enable other organization to be recognized as a restoration agency. Many municipalities would like to become restoration agents to leverage their knowledge of local land and water management issues in the restoration of wetlands.

Policy

- 9) AUMA urges the Government of Alberta to develop a wetland restoration agency certification process that:
 - a) Enables municipalities and other interested bodies to become wetland restoration agents if they have access to the appropriate expertise and resources.
 - b) Provides clear guidance on how restoration takes place.
 - c) Includes stringent requirements for long-term monitoring, publicly accessible reporting and third party verification to ensure wetland function is truly restored.

Location of Wetland Restoration

Concerns of Municipalities

When wetland loss occurs, restoration often takes place in other municipalities and sometimes even other watersheds, without consulting either the municipality losing the wetland or the one in which restoration will occur. Municipalities are concerned that they have to deal with the consequences of losing wetland functions, such as flood mitigation, without receiving compensation. While it may not be feasible to always restore a wetland in the same municipality in which one was lost, restoration must take place within the same local tributary or sub-watershed to which the wetland was connected to ensure hydrological functions the wetlands provide are not lost to the area.

Policy

- 10) AUMA urges the Government of Alberta to develop restoration criteria and process which:
 - a) Requires wetlands restoration to take place within the same local tributary or sub-watershed in which the original wetland was lost.
 - b) Ensures municipalities are consulted in determining the location of the wetland restoration.
 - c) If there are no available wetlands for restoration within the same tributary, gives greater consideration to avoiding wetland loss in the first place.

Constructed Wetlands

Concerns of Municipalities

Constructed wetlands are increasingly being used by developers and municipalities to add to the aesthetic appeal of communities and as a form of “green infrastructure” taking advantage of the water retention and purification services that constructed wetlands provide. Under the current restoration requirements, constructed wetlands cannot be used as compensation for a lost wetland as the diverse functions of natural wetlands are very hard to replicate. At the same time constructed wetlands play an important role in flood prevention and can introduce greater biodiversity into urban areas than would otherwise be present.

Policy

- 11) AUMA urges the Government of Alberta to integrate constructed wetlands into restoration requirements with the following specifications:
- a) Subject constructed wetlands to a higher compensation ratio as they are not able to fully replicate the functions of natural wetlands.
 - b) Establish design standards for constructed wetlands based on current scientific research.
 - c) Require an aggressive monitoring and re-vegetation regime.
 - d) Require third party monitoring.
 - e) Manage constructed wetlands according to the wetland mitigation hierarchy in the same manner as natural wetlands.

Ephemeral Wetlands

Concerns of Municipalities

Ephemeral wetlands are important components of the landscape providing a unique habitat to many organisms and playing a critical role in absorbing snowmelt and thereby avoiding spring flooding. There is debate as to whether ephemeral wetlands should be treated the same as more permanent wetlands in terms of mitigation and restoration requirements. Activities impacting ephemeral wetlands, as for all other types of bodies of water in Alberta, are subject to the Water Act. At this time, however, ephemeral wetlands are not typically subject to government’s wetland mitigation framework because of the current challenges in delineating and inventorying them.

Policy

- 12) AUMA urges the Government of Alberta to integrate ephemeral wetlands into the wetland mitigation framework to avoid losing the important functions they provide.

Role of Municipalities in Wetland Conservation

Concerns of Municipalities

Given municipal responsibility for local land and water management decisions, municipalities see themselves as being well positioned to support the implementation of provincial wetland policies at the local level so long as they have access to adequate expertise and resources. At the same time municipal boundaries do not follow ecological boundaries, meaning that destruction of a wetland in one municipality can have negative consequences on water quality and quantity in another. This requires a collaborative regional approach to both understanding the role of wetlands in local hydrology and strategically protecting the values they provide.

Policy

- 13) AUMA will work with the Government of Alberta and wetland related groups to seek opportunities to provide municipalities with greater access to wetlands education, expertise and partnerships.

Integration with other policies and plans

Concerns of Municipalities

The Government of Alberta is currently developing a number of plans and strategies that relate to wetlands. For example, regional land use plans could be used to protect wetland areas. Efforts to protect wetlands can also contribute to climate change adaptation and flood mitigation strategies through the ecosystem services they provide such as water storage much more affordably than other man-made storage options.

Policy

- 14) AUMA urges the Government of Alberta to identify wetland conservation as a component of regional plans and climate change adaptation and flood mitigation strategies.

Appendix “A” Municipal Context and Principles

In order to ensure strategic alignment of the water policies that will be developed over a number of years, AUMA considered the leadership role municipalities play in many facets of water management as well as overarching water management principles that can be used to guide policy development on various topics.

Role of Municipalities

The following statements represent the roles municipalities would like to play, assuming appropriate resources and support are available.

- Municipalities as an order of government have a role to play in responsible water management as leaders in water conservation, efficiency and productivity and maintaining healthy aquatic ecosystems.
- Municipalities operate water and wastewater systems and employ quality assurance, controls and asset management practices towards ensuring the sustainability of their water infrastructure and require support from other orders of government and the AUMA to succeed.
- Municipalities should have effective mechanisms and adequate resources contributing to the ‘Water for Life’ goals of ensuring Albertans have a safe and secure supply of drinking water, healthy aquatic ecosystems and reliable, quality supplies for a sustainable economy.
- Municipalities are engaged in shaping water policies and legislation, and have the authority and resources for effective monitoring, reporting and enforcement in conjunction with other orders of government.
- Municipalities are active partners in implementing provincial and regional land and watershed management plans that reduce the cumulative effects of development on aquatic ecosystems.

Principles for Municipal Water Policy

- Water is essential to municipal sustainability in terms of a community’s economic viability, environmental integrity, social wellbeing, cultural vibrancy and good governance.
- Healthy aquatic ecosystems and source water protection are essential to providing Albertans with safe, secure drinking water and reliable quality water supplies for a sustainable economy.
- In times of water shortages, water for human health must be given the highest priority.
- Water allocation legislation, policies and practices recognize that water is a scarce limited resource with significant present and future value.
- Decision making is supported by clear, scientifically-based, accurate and publicly available information on water availability, quality, use and the health of aquatic ecosystems.
- Water management should be based on a risk management approach that balances capacity, aquatic and human health and economic prosperity.
- The costs of municipal water and wastewater services should be born primarily by users.
- Investment in water resources needs to be a high priority for governments and all water stakeholders.

RESOLUTION

WHEREAS in 2011 AUMA members attended the President's Summit on Energy, and confirmed their interest in proactively addressing the impacts of the energy sector on urban municipalities, and identified significant issues and opportunities related to energy; and

WHEREAS in 2012 AUMA developed an Energy Policy Framework and Reference Guide that would be used to guide the development of municipal energy policies by the AUMA including policies related to Abandoned Energy Infrastructure and Transportation and Utility Corridors that were approved by members at the 2012 convention; and

WHEREAS in 2013 the AUMA Board issued the mandate of further advancing the Energy Policy Framework by developing policies related to Municipal Energy Efficiency and Sustainability and the Canadian Energy Strategy; and

WHEREAS at its August 2013 meeting, the Board considered members' input (received through a member survey, webinar, Mayors Caucus, AUMA committees, and telephone interviews with select energy communities) and adopted the attached policy paper for consideration at the 2013 Convention.

NOW THEREFORE BE IT RESOLVED THAT the AUMA 2013 General Assembly approve the municipal energy policies pertaining to Energy Efficiency and Sustainability and the Canadian Energy Strategy.

Municipal Energy Policies

- Municipal Energy Efficiency and Sustainability
- Preparing for the Canadian Energy Strategy

Convention Policy Paper

Background

Objective

In 2012, AUMA's Board approved a project to develop municipal energy policies over a period of several years in consideration of the significant economic, environmental, social and governance impacts that the energy sector has on Alberta's urban municipalities.

The objective of the policies is to:

- Proactively resolve municipal challenges and opportunities arising from the energy sector.
- Respond effectively to provincial and federal legislation, policy and initiatives related to energy.

The Municipal Context – Role of Municipalities

Municipalities are both integral and essential to the successful development of energy in Alberta. Their role includes:

- Municipalities provide infrastructure to support energy related development in the province including support for transporting goods to and from markets and social infrastructure for the required workforce (e.g., affordable housing, emergency response, culture and recreation).
- Municipalities are significant consumers of energy in the province and are therefore impacted by federal and provincial regulations that impact the cost and variety of energy available.
- Municipalities are integral to the successful transportation of energy as critical utility corridors impact the land use planning decisions of municipalities and their residents.
- At times, municipalities are owners of utilities that provide services to residents and therefore are directly impacted by federal or provincial decisions to regulate industry.
- Municipalities are often held accountable for social, health, environmental, economic development impacts associated with energy sector development.

Process for Policy Development

The 2011 President's Summit on Energy created an opportunity for members to dialogue on various municipal impacts and identified topics of interest for policy development. AUMA then carried out comprehensive research which has been consolidated into a Reference Guide and Energy Policy Framework (available at

<http://www.auma.ca/live/AUMA/Toolkits+%26+Initiatives/Municipal+Energy+Policies+Framework>) containing the vision statement and principles summarized on the following page.

In 2013, the Board selected the topics of:

- Municipal Energy Efficiency and Sustainability.
- The Canadian Energy Strategy.

Policy recommendations pertaining to these topics were developed and informed through research and consultation with external organizations and members' input received through interviews with select communities, a member survey, webinars, AUMA's standing committees, Digest requests, and Mayors Caucus discussions.

Vision

Municipal governments are responsible energy stewards and effectively and efficiently manage the environmental, infrastructure, social, and financial impacts of the energy sector on their communities.

Principles for Municipal Energy Policies

- Municipalities should set an example in managing energy consumption and implementing energy efficient technologies and practices in their operations.
- Reliable, affordable, and well planned energy production, distribution and transmission systems, based on effective long term land use planning between provincial and municipal governments, are essential to the growth and prosperity of Alberta.

- The development of renewable energy in Alberta should be strategic by balancing the short-term limitations of renewable energy to meet all of Alberta's energy demands with the long-term need to have an economically and environmentally sustainable energy future.
- Consumers, producers, and distributors should be encouraged using regulation, incentives and other pricing mechanisms to practice wise energy use.
- Federal, provincial, and municipal governments have a shared and increasing leadership role in education and awareness so that consumers can make informed choices about their energy use.
- The future development of Alberta's energy industry must strengthen municipal economies and address social, economic, and municipal infrastructure issues associated with rapid growth.
- The federal, provincial, and municipal governments should develop publically accessible accountability measures to monitor progress on energy and environmental goals.

Municipal Energy efficiency and Sustainability Policies

AUMA's policies with respect to municipal energy efficiency and sustainability address municipal issues and opportunities related to conservation, energy efficiency and renewable and alternative energy. Background information is available at: http://www.auma.ca/live/digitalAssets/71/71087_EPF-Energy_Efficiency_Background_Information.pdf

Topic	Proposed Policies
Alternative/Renewable Energy	<p>1.1 The province should encourage green energy using a full cost accounting approach by:</p> <ul style="list-style-type: none"> • Reviewing existing carbon emission charges to ensure they are a good proxy for all of the production costs, including environmental impacts (i.e., ensure a level playing field between carbon based and renewable/alternative energy sources). • Taking actions that lead to the formation of a consistent approach to carbon offsets in North America and being prepared for the possibility of a future that includes a broad-based form of carbon taxation. • Continuing to use Climate Change Emission Management Funds (CCEMF) to support GHG emission reductions. • Prioritizing CCEMF funding based on size of GHG reduction per cost incurred. <p>1.2 Municipalities should take a leadership role in using alternative energy based on a cost/benefit analysis.</p>
Energy Efficiency	<p>1.3 The province should provide incentives for efficient energy use and disincentives for poor usage.</p> <p>1.4 Federal and provincial governments should engage municipalities in the development and promotion of energy conservation and efficiency programs.</p> <p>1.5 The provincial and federal governments should incent municipal energy efficiencies by:</p> <ul style="list-style-type: none"> • Allowing them to compete for funding from the CCEMF, including: ensuring small communities have the capacity to make successful applications. • Recognizing carbon offsets related to: <ul style="list-style-type: none"> ○ Municipal energy efficiencies (e.g., street lighting, retrofits, transit, etc.); ○ MCCAC (current or renewed); ○ Municipal energy efficiency standards; and ○ Alternative and renewable fuel usage. <p>1.6 The province should remove obstacles to GHG emission reduction validations (e.g., using a sample set of street lights, rather than measuring each light separately).</p> <p>1.7 AUMA should encourage members to leverage federal/provincial incentives for green municipal energy.</p> <p>1.8 The province should take meaningful action to promote consumer awareness of tools and mechanisms available to reduce energy demand.</p> <p>1.9 AUMA should work towards creating more tangible evidence to illustrate the fact that municipalities are taking on projects that improve the province's image as an energy leader.</p> <p>1.10 The province should provide municipalities with the ability to increase the energy efficiency performance level required in their community, above what is prescribed in the National Building Code.</p>
District Energy	<p>1.11 The province should remove (regulatory, competitive) obstacles on site to site electricity distribution and heat transfers, in order to promote district energy solutions.</p> <p>1.12 AUMA should provide educational opportunities that engage members in learning about the potential for district energy, the existing barriers and how municipalities can play a role in overcoming these barriers.</p>
Electricity	<p>1.13 The province should replace aging coal fired electricity plants.</p> <p>1.14 The province should review the current policy for granting access to the grid to:</p> <ul style="list-style-type: none"> • Ensure the intended objectives for access by alternatives and renewables are being met; • Evaluate unintended consequences associated with the impact on spot market prices (including any municipal impacts); and • Evaluate the potential for electricity storage to eliminate the need for this policy.

	<p>1.15 The province should implement a cost/benefit analysis into the feasibility of building transmission to zones of renewable or low-emission generation (hydro, wind, biomass, district energy, natural gas, etc.) and work towards determining proper funding sources for implementation purposes.</p> <p>1.16 The province should produce nuclear and hydro power guidelines that ensure proper municipal input for any proposed nuclear or hydro power development.</p> <p>1.17 The province should educate consumers about smart grid technology and then review the costs and benefits of implementing a smart grid system.</p> <p>1.18 The province should review mechanisms to allow the distribution of detailed energy consumption data to municipalities for analysis, planning and education.</p>
Transportation	<p>1.19 The province should index and make Green Trip permanent, and expand its scope to include an operational component and other forms of green transportation.</p> <p>1.20 The province and municipalities should lead the education of individuals on transportation alternatives (e.g., bike lanes, transit usage, etc.).</p> <p>1.21 Municipalities should be provided with information about efficient transportation options and the suite of price mechanisms/policies available (e.g., toll roads, vehicle taxes, parking and vehicle size restrictions) to encourage efficiency.</p> <p>1.22 The provincial and federal governments working with municipalities should promote regional transportation solutions.</p> <p>1.23 The provincial and federal governments should review and promote the costs and benefits of alternative transportation mechanisms versus the current reliance on vehicles to encourage a shift in citizen perspectives.</p>

Canadian Energy Strategy

AUMA plans to provide input into a collection of 10 projects that will comprise the Canadian Energy Strategy that is being developed between participating provinces. Many of the topics pertaining to these policies have already been addressed through our 2012 policies on abandoned energy infrastructure and transportation and utility corridors or are covered by the 2013 policies related to energy efficiency and sustainability. Policies addressing the remaining elements of the Canadian Energy Strategy can be found below. Background information is available at:

http://www.auma.ca/live/digital Assets/71/71086_EPF-

Topic	Proposed Policies
Transmission and Transportation Networks	2.1 The provincial and federal governments should improve funding mechanisms for public transit and multi-modal transportation, including the development and implementation of a long-term, multi-modal transportation plan.
Efficient Regulatory Approval Process	<p>2.2 The regulatory approval process should be streamlined to avoid duplications and to ensure a one-window approach, but should also continue to provide adequate protection for:</p> <ul style="list-style-type: none"> • Public health and safety; • The environment; and • Addressing municipal impacts. <p>2.3 Adequate and timely consultations with municipalities must be a requirement under the regulatory approval process with regard to energy development/extraction, transmission and distribution (including the impact of shadow populations).</p> <p>2.4 The provincial regulatory processes should take into account the impact on municipalities' (both those directly and indirectly impacted) energy development, including the impact on infrastructure, labour force needs, and the potential to stagger energy development.</p>
Addressing Human Resource Needs	<p>2.5 The province, in consultation with municipalities, should develop comprehensive labour force strategies that:</p> <ul style="list-style-type: none"> • Address the impact of rapid population growth (e.g., infrastructure pressures and the need for more emergency response and other services); • Provide the required quality of life services necessary to attract and retain a long term work force; • Address the impacts of transitory/shadow workforces (e.g., added protective and settlement services); and • Work to promote permanent settlement.
Expand Scope of Topics Reviewed	<p>2.6 The scope of the Canadian Energy Strategy work should include:</p> <ul style="list-style-type: none"> • An assessment of the impact of energy development on social services and supports, water quality and availability, and air quality; and • District/distributed energy.

Improvements to Viability Review Process and New Process for Voluntary Amalgamations

WHEREAS AUMA participated in the Municipal Sustainability Strategy Working Group (MSSWG) which provided input to the Minister of Municipal Affairs for the development of a strategy to improve the long-term viability of municipalities across the province; and

WHEREAS the scope of the MSSWG's activities included a review of the following:

- what constitutes a viable and sustainable municipality and how should this be measured?
- What restructuring processes should be used?

WHEREAS the MSSWG recognized that many of Alberta's smaller municipalities have experienced a continuing population decline over the past decade and some have seen reductions in their local assessment base and therefore require additional tools to enhance overall municipal sustainability.; and

WHEREAS the MSSWG agreed that a proactive and holistic "Municipal Viability Process" should be developed to support those municipalities experiencing sustainability challenges through assisting them in identifying and evaluating options for their future with a focus on finding solutions through a strong partnership of neighbouring municipalities, municipal associations and Municipal Affairs; more community engagement and involvement, including neighbouring municipalities; community development and community identity; and developing a suite of solution-focused options including, but not limited to restructuring, for a municipality whose sustainability and/or viability is in jeopardy; and

WHEREAS the resulting MSS developed in 2010 included a proposed Municipal Viability Process comprised of:

- the use of a municipal sustainability self-assessment toolkit;
- a Viability Review which would replace the current dissolution study process;
- an implementation plan;
- an evaluation of the implementation; and
- any further actions required flowing from the evaluation.

and stated that the process would be triggered by any of the three following circumstances:

- performance on key measures
- citizen petition for a viability review
- voluntary decision by a municipality; and

WHEREAS the MGA was amended in 2013 to replace the previous dissolution process with the new Viability Process which was then used to review several municipalities who may have potential viability issues and/or were considering a voluntary amalgamation with another municipality; and

WHEREAS AUMA wrote to the ministry in August 2013 to outline the need for improvements to the new Viability Process and to provide clear and effective processes for voluntary amalgamations; and

WHEREAS The AUMA Board approved a resolution for the 2013 Convention to formalize our request to the province on this matter; and

NOW THEREFORE BE IT RESOLVED THAT AUMA urge the Government of Alberta to improve the Viability Review process and ensure it is used only for financial viability issues and to review the MGA to ensure clear, appropriate and effective alternative governance, particularly with Division 5 amalgamation including voluntary amalgamations where municipal boundaries are not contiguous.

Background information

The *Municipal Government Act* (MGA) provided five alternatives for local government restructuring: formation, change of status, amalgamation, annexation, and dissolution.

Municipal dissolution is a legal process of local government restructuring previously set out in the MGA. In dissolution, a municipality gives up its incorporated status and becomes part of a bordering municipality.

Dissolution may be a legitimate option for a municipality to consider when:

- the municipality cannot balance its revenues with its required expenditures;
- the municipality is no longer viable;
- vacancies on the municipal council cannot be filled; or
- the dissolution will lead to more effective or efficient municipal operations.

Dissolution most often involved a small urban municipality dissolving into a surrounding rural municipality. Residents of communities that were considering the possibility of dissolution were often quite concerned about real or potential increases in the cost of services within their community. They may have also expressed significant concerns about a possible loss of community identity in the event that dissolution did proceed, as well as potential changes in governance, services and service delivery. In turn, residents of the surrounding rural municipality were often concerned about the possible costs of replacing or upgrading deteriorating infrastructure within the urban centre, and the possibility of inheriting any debt the urban municipality may have incurred.

In 2013, the MGA was amended and the previous dissolution process was replaced with the new viability review process. Under this viability review, the process would be triggered by any of the three following circumstances:

1. Performance on key measures

If a municipality is flagged by Municipal Affairs as a result of its performance on the key measure criteria set out previously in this report, the municipality may be required to work through the toolkit. The municipality would first be contacted by the ministry to discuss the reason for the flags. The requirement for the municipality to work through the toolkit would be at the Minister's discretion.

The following are the key quantifiable measures of municipal viability that are being used:

Financial

1. The municipality has reached 80 per cent or more of its debt and debt service limit.
2. Provincial and federal grants account for 50 per cent or more of total municipal revenue.
3. The municipality's unpaid property taxes for the current year are greater than 10 per cent.
4. The municipality's ratio of current assets to current liabilities is less than 1:1.
5. The municipality has run a deficit budget for the previous two consecutive years, or five out of the previous 10 years.

Non-Financial

6. The municipality has experienced a decline in population over the previous 20 years.
7. The municipality has experienced a decline in non-residential assessment as a percentage of total municipal assessment over the previous 10 years (i.e., the non-residential proportion has declined to

less than half its previous proportion, where the initial proportion was at least 10 per cent of total assessment).

8. The municipality has a qualified audit report or has an “absence of opinion.”

The MSSWG agreed to a ninth measure that should be added for future use when meaningful data is flowing from the implementation of the new reporting requirements on tangible capital assets.

9. Capital investment as a percentage of total capital assets.

2. Citizen petition for a viability review

If a citizen petition for a viability review is received by Municipal Affairs, it would be screened to determine if the petition request relates to the viability of the municipality.

If the petition request is linked to municipal viability, council would be required to work through the toolkit and report back to the Minister. If the petition request is not inherent to viability, the petitioners would be advised of other avenues available to them to address their concerns.

3. Voluntary decision by a municipality

A municipality can decide independently to work through the toolkit. On completion of the toolkit, if council believes the sustainability and/or viability of the municipality is in jeopardy and cannot be mitigated through use of the toolkit, it can pass a resolution to request a viability review. Municipal Affairs would review the municipality’s completed toolkit to determine if a viability review is required. If the ministry determines that there are no municipal viability issues, it can decide not to lead a viability review. If the ministry determines that there are municipal viability issues, it can agree to lead a viability review.

The viability review is undertaken by a Viability Review Team that is chaired by Municipal Affairs and includes representatives of all affected municipalities, the municipal associations, and potentially a small number of respected municipal leaders selected by the Minister. The review consists of three phases:

Phase 1: Analysis

The Viability Review Team completes:

- a detailed evaluation of the toolkit completed by the municipality; and
- a viability study focusing on a further examination of the financial, administrative and service impacts on all affected municipalities

Phase 2: Determination of viability

Once both documents are evaluated, a “viability determination” is made.

- If the municipality is clearly viable, the team recommends to the Minister that the viability review be concluded, with no further action required.
- If the municipality is trending towards non-viability, the team recommends to the Minister that the review proceed to the next phase.

Phase 3: Viability plan

Options for achieving viability are identified and developed through facilitation of inter- and intra-municipal discussion and engagement of citizens and community groups within the region. Implementation and transitions plans for the options are developed.

Two general options are finalized:

- Option A – Remain a municipality with the assistance of internal/intermunicipal actions. Option A could contain just one option or a suite of options.

- Option B – Restructure.

The council of the municipality under review would be required to vote on Option A or B.

- If council votes to remain a municipality (Option A), they would proceed to the implementation and evaluation phases.
- If council votes to pursue restructuring (Option B), the citizens would then be required to vote on Option A or B. If the citizens vote to remain a municipality (Option A), council would proceed to the implementation and evaluation phases. If the citizens vote for restructuring (Option B), the Minister would recommend to Cabinet that the municipality be restructured.

Where Option A is selected, either by council or by ratepayers through a public vote in favour of retaining the municipality, the Minister may issue directives to affected parties to ensure that the implementation plan is followed, within the time frame specified in the implementation plan.

At the end of the implementation time frame, the viability review team will evaluate and determine if the selected activities are having the intended effect on the municipality's viability. This evaluation will include some mechanism for obtaining appropriate citizen input. The possible outcomes may include findings by the team that:

- implementation is having a positive impact on the municipality's viability and will continue;
- implementation is not having a positive impact on the municipality. In this case the viability review team would report back to the council.
- the directives have not been implemented. In this case, the viability review team would report back to both the Minister and the council with options for alternative approaches.

A detailed flow chart outlining the proposed draft Municipal Viability Process is shown on the following page.

The new viability review process appears to take a lot of time and can have some negative connotations for council and administration. Municipal Affairs advises that the process could likely take up to two years to complete. AUMA is concerned that the process appears to be used for cases not related to financial viability and that other approaches may be more appropriate (e.g., voluntary amalgamation). AUMA has therefore encouraged the ministry to improve the viability review process as well as public communication. Further, AUMA encouraged the Ministry to declare early if there isn't a serious financial issue (as defined in the MSS) and that the whole matter be referred back to the Council to determine future governance or alternative service changes.

The amalgamation process is a separate course of action. It is a legal process of local government restructuring established by the MGA. Amalgamation is when two or more municipalities join to become one newly formed, incorporated municipality. Municipalities consider amalgamating if they believe they can operate more effectively or efficiently as one municipality than they can as separate jurisdictions. Typically, they initiate amalgamation voluntarily. The process can be initiated by Council or the Minister. Essentially affected municipalities are dissolved and a new entity is created. There are a number of issues relating to amalgamation such as whether there should be a public vote, the implications for the governance structure (e.g., reflective of representation by population), and the ability of administration to provide services in a rural and urban environment, and how legislative and administrative systems can enable amalgamations where municipal boundaries are not contiguous.

The Viability Review Process

The Municipal Sustainability Strategy and the Viability Review Process

The viability review process is one of the major components of the Municipal Sustainability Strategy that was approved in June 2012.

The Municipal Sustainability Strategy was developed in collaboration with Alberta's municipal associations to bring key decision makers together, to make better decisions together, and to empower communities to make sound decisions about their future that are based on collaboration, cooperation and a vision of success.

The Municipal Sustainability Strategy involves:

- ❖ a focus on solutions for the municipality and moving beyond the status quo;
- ❖ earlier engagement with Municipal Affairs;
- ❖ more cooperative processes that directly involve neighbouring municipalities and the municipal associations, and
- ❖ recognition of the importance of community identity.

What is the viability review process?

The viability review process is a key component of the Municipal Sustainability Strategy, and replaces the dissolution studies formerly used by the ministry. The viability review is the process for municipalities to determine their viability and to develop a plan that would lead the municipality to viability.

The viability review process includes the completion of a self-assessment toolkit, a detailed viability review, and the development of a viability plan for the municipality.

- ❖ The **self-assessment toolkit** is designed to help municipalities assess and enhance their own viability by assisting them to identify where and how they could improve.
- ❖ The **viability review** will include an analysis of the municipality's administration, finances and services.
- ❖ The **viability plan** will be developed with community and stakeholder engagement and will identify options for achieving viability.

How does a viability review start?

A viability review may be initiated in one of three ways:

- ❖ **Council Request:** A municipal council can request the Minister of Municipal Affairs to undertake a viability review if council believes that the sustainability or viability of the municipality is in jeopardy and cannot be mitigated through the use of the municipal sustainability self-assessment toolkit.
- ❖ **Citizen Petition:** The residents of a municipality can petition the Minister to undertake a dissolution study (which will be conducted as a viability review). The petition must include the signatures of eligible voters totalling at least 30 per cent of the population (50 per cent for summer villages).
- ❖ **Minister's Discretion:** The Minister may undertake a viability review if a municipality is flagged on its performance with the key measures set out in the Municipal Sustainability Strategy.

How long will a viability review take?

Depending on the nature and complexity of the issues within the community, the review process may take 12 to 16 months. Such a timeframe ensures appropriate opportunity for public and stakeholder engagement in the process.

Who will lead the viability review?

The viability review and the development of the viability plan will be led by a Viability Review Team, which will include representatives from Alberta Municipal Affairs, elected officials and administrators from the affected municipalities, and municipal associations.

Changes to the Municipal Government Act

Legislative amendments to the *Municipal Government Act* will be required prior to the full implementation of the Municipal Sustainability Strategy. The amendments are expected to be considered by the legislature in 2013.

Updates on the Municipal Sustainability Strategy and the dissolution study process can found at www.municipalaffairs.alberta.ca.



What are alternatives to the viability review?

The *Municipal Government Act* provides other alternatives for local government restructuring. These include:

Amalgamation: When two or more municipalities with shared borders join to become one new incorporated municipality. An amalgamation may be initiated by a municipality or by the Minister of Municipal Affairs.

Annexation: When a municipality acquires additional lands from a bordering municipality. An annexation may be initiated by a municipality with an application to the Municipal Government Board.

Change of Status: When a municipal district, village, summer village, town, city or specialized municipality changes its status to another type of municipality.

When concerns are about municipal operations rather than about municipal viability, options that may be considered include:

Municipal Corporate Review: A Municipal Corporate Review is a service available to municipalities, who wish to seek an assessment of their overall governance and operations, understand their organizational strengths, and receive advice and recommendations on areas for improvement. A Municipal Corporate Review can be initiated by request from a municipal council.

Municipal Inspection: A municipal inspection is a legislated process where the Minister of Municipal Affairs may require any matter connected with the management, administration or operation of a municipality to be inspected.

If the Minister considers that the municipality has been managed in an irregular, improper or improvident manner, the Minister may order directives to the municipality to take any actions considered necessary. A municipal inspection can be initiated by a request of a municipal council, by sufficient petition for an inquiry, or on the Minister's initiative.

Where can I find out more about the viability review process, municipal restructuring and the Municipal Sustainability Strategy?

Visit www.municipalaffairs.alberta.ca or contact Municipal Affairs using one of the methods below:

Toll-free (in Alberta): 310-0000

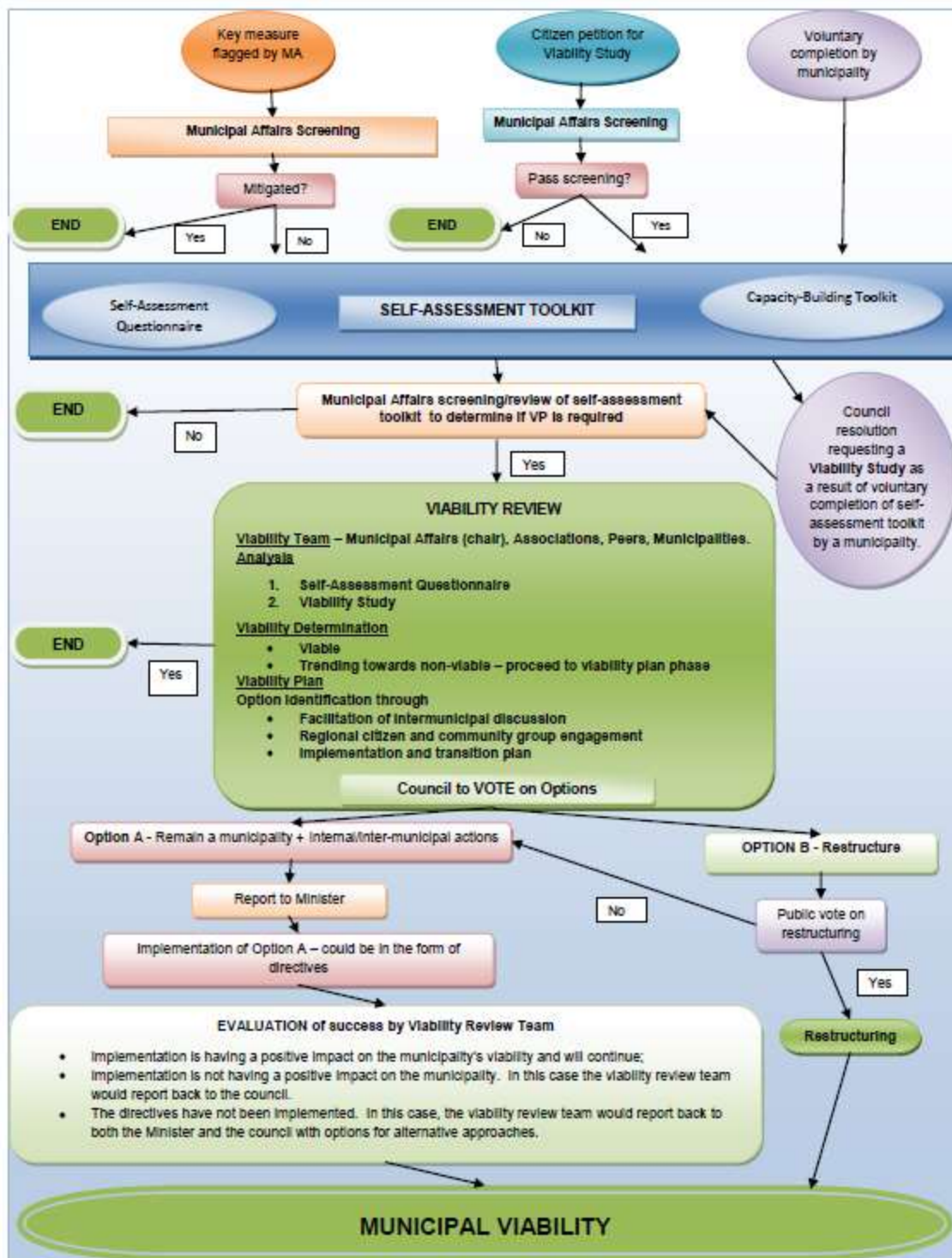
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Alberta  Government



2013 Policy and Resolutions book

Category Provincial Scope

AUMA Resolutions Policy:

The **Provincial Scope** category would have resolutions that address matters of significance to all or most municipalities in the province.

12 resolutions recommended under this Category.

WHEREAS chronic diseases have a major impact on the physical and economic health of Albertans and new cases are expected to rise in Alberta as the population increases and ages; and

WHEREAS the impact of preventable chronic disease is felt beyond the affected individual and has a ripple effect on the social and economic health of families, workplaces and communities; and

WHEREAS the direct and indirect costs resulting from chronic disease (i.e. cancer, heart disease, respiratory disease, diabetes) and other interrelated risk factors (i.e. obesity, mental illness) are a significant burden for all Albertans; and

WHEREAS unless future cases of chronic disease in Alberta can be prevented, our financially pressured and highly valued healthcare system will be inadequate to meet these acute care demands and will be unsustainable; and

WHEREAS isolated gains have been made in improving the health status of Albertans, a new approach for preventing chronic disease is required to significantly improve health outcomes and to reduce the substantial demands on our health care system; and

WHEREAS the Alberta Policy Coalition for Chronic Disease Prevention recommends the creation of an independent, sustained and adequately funded provincial wellness foundation dedicated to promoting health and preventing chronic disease and disability in Alberta.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to devote one percent of the total Alberta Health budget to a dedicated Wellness Foundation.

BACKGROUND:

The chronic disease epidemic in Alberta is placing an enormous burden on our quality of life, economy and healthcare system. Today chronic disease accounts for 90 percent of healthcare costs while only one percent of the total provincial health budget is devoted to the primary prevention of chronic disease and injury.

Wellness Alberta is recommending the creation of a provincial Wellness Foundation that will be well financed, sustainable and function independently of the healthcare system to maintain financial autonomy, accountability and transparency. The Foundation will promote health and prevent disease and disability using a comprehensive approach. The Foundation will focus on evidence-based, primary prevention initiatives to address six major modifiable risk factors including 1) physical inactivity, 2) unhealthy eating, 3) tobacco use, 4) alcohol misuse, 5) adverse childhood experiences and 6) injury.

In March 2012 the Alberta Policy Coalition for Chronic Disease Prevention (APCCP) commissioned a survey of Albertans on the level of public support for increasing investments in prevention and health promotion in the

form of an independent Wellness Foundation and various revenue sources for funding the foundation. The APCCP was initially funded in 2009 by the Alberta Cancer Prevention Legacy Fund (Alberta Health Services).

Since 2011, funding for the coalition is primarily provided by the Heart and Stroke Foundation, a member organization of the APCCP. In 2011-2013, the APCCP will focus on the creation of an independent, sustained and adequately-funded provincial wellness Foundation dedicated to promoting health and preventing chronic disease and disability in Alberta.

Once funded, the Foundation will make decisions that are guided by evidence and its guiding principles. To ensure the foundation is arms-length and operated independent of government, a Standing Committee composed of nine members of the Legislative Assembly, including at least three individuals who are not members of the governing political party, should be created. The Standing Committee will be responsible for selecting the Foundation Board of Directors to directly oversee the activities of the Foundation.

Wellness Alberta recommends that the Foundation be announced in August 2013 and initiate operation in April 2014. The attached table reflects the approach to a Wellness Foundation for Alberta.

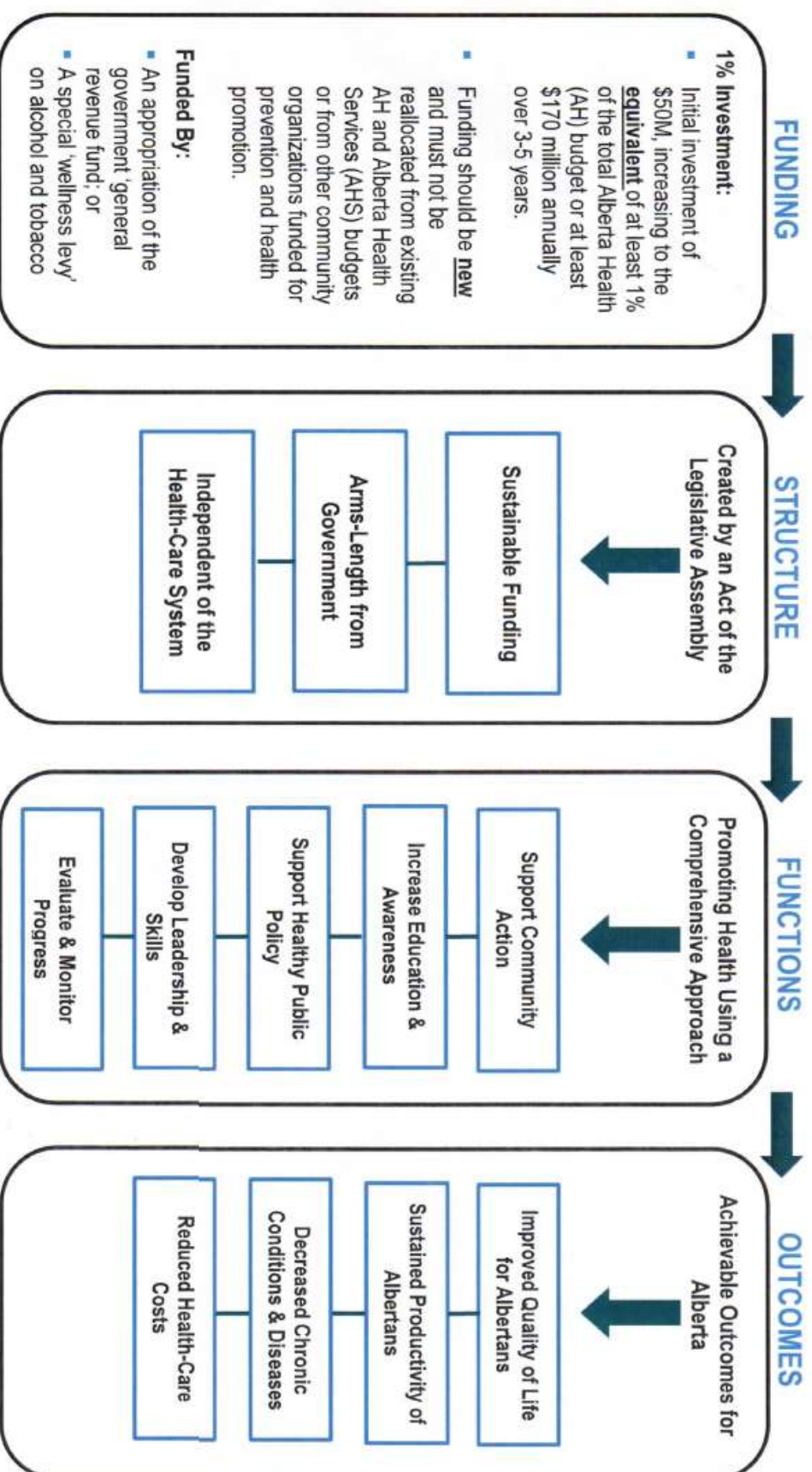
Further information can be found on the following websites:

Wellness Alberta site; <http://www.wellnessalberta.ca>

Alberta Policy Coalition for Chronic Disease Prevention; <http://www.abpolicycoalitionforprevention.ca>

A Wellness Foundation for Alberta

It's About Health. It's About Time.



For more information visit
www.wellnessalberta.ca

WHEREAS the infrastructure deficit and long term debt of Alberta municipalities continues to grow; and

WHEREAS municipalities have limited revenue sources to fund this infrastructure deficit; and

WHEREAS despite the potential inequities in property tax revenues between some rural municipalities as compared to urban municipalities, rural municipalities depend on these revenue sources. Any redistribution of this revenue would have a significant impact on those rural municipalities which is neither achievable nor desirable; and

WHEREAS the MSI capital program is a welcome program that helps aid in attacking the infrastructure deficit, but it is not sufficient to eliminate this deficit; and

WHEREAS a 1% increase in the provincial income tax rate generates approximately \$1.5 billion.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to implement a 1% increase in the provincial income tax rate and distribute this funding as an unconditional transfer payment to municipalities on a per capita basis;

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to maintain the existing MSI capital program utilizing its existing funding criteria; fund it annually as originally intended at \$1.4 billion; and institute it as an ongoing program.

BACKGROUND:

The infrastructure deficit of Alberta municipalities is difficult to determine but it continues to grow as does long term municipal debt. This results from growth pressures in the Province making it more difficult to fund required new infrastructure let alone maintain existing infrastructure. Adding to this pressure is that according to a 2012 AUMA submission to the Federal Infrastructure Round Table, Alberta municipalities were already responsible for 54% of the infrastructure in Alberta in 2006-07 but were only collecting 10% of the tax dollars in Alberta.

Municipalities have limited revenue sources with the major one being property tax. This source is reaching its capacity in many urban municipalities and although some suggest that the Province remove the requirement for municipalities to collect the school tax to create more room in the property tax system, this will just add cost for all Albertans as the Province would need to set up and implement its own redundant system to collect school taxes.

Although there may be inequities in the property tax system that favors some rural municipalities, especially when it comes to power and pipeline taxes, and a redistribution of these revenues appears to make sense, this will place additional strain on those rural municipalities who rely on these funds. Additionally, such a redistribution would do nothing to ease the infrastructure deficit of Alberta Municipalities. More dollars in total are needed to mitigate the deficit not merely a redistribution of the same inadequate pool of funds.

In some cases a forced redistribution may be detrimental to intermunicipal relations. Many relationships with our rural neighbors have improved vastly over the past years and to suggest anything that may cause a

regression in this area would be discouraging. Furthermore, it is difficult to conceive of the Province wanting to step in and cause this type of forced redistribution as they prefer, and rightly so, for municipalities to recommend solutions that are mutually beneficial.

The current MSI system allocates funds based 48% on population, 48% on the education requisition and 4% based on kilometers of roads. This addresses some causes that impact on the infrastructure deficit but still favors those with high assessments because of the education requisition proportion. A larger proportion needs to be based on population as it has the most direct impact on all infrastructure requirements. We are suggesting however, that the MSI program funding criteria not change as that would impact on the expectations of those that would receive less from a funding formula change; that it be made a permanent program; and that it be funded at \$1.4 billion annually as originally set out and that a new transfer payment to municipalities needs to be instituted based on population to encompass its direct impact on infrastructure.

A transfer payment of an additional 1% of Provincial income tax would be predictable sustainable funding for municipalities and improve their long term planning processes. This funding would increase and decrease with the state of the economy and therefore would not force the Province to look for cuts during economic downturns. Although this form of funding is new for Alberta, it is not a precedent in Canada.

Instituting this transfer payment would allow for the elimination of some grants that are on an application basis and which many times are awarded to municipalities with the best grant writers.

WHEREAS schools are valuable community assets and important for the viability and sustainability of Alberta municipalities; and

WHEREAS smaller neighbourhood schools are no longer being built and have been replaced by larger facilities designed to service the needs of multiple, new housing developments, predominantly in high growth areas; and

WHEREAS the current inventory of designated school sites have been deemed inadequate in size by some local school authorities; and

WHEREAS current Alberta legislation, under the Municipal Government Act, governs the maximum allowable percentage of new subdivision lands that are allocated to reserve and from which school sites are derived; and

WHEREAS the Government of Alberta through Section 668 was already aware that areas with denser housing developments could require larger school sites and included a provision under Section 668 of the Municipal Government Act; and

WHEREAS the provision under Section 668 of the Municipal Government Act is no longer able to accommodate today's larger school facilities, including P3 designs and innovative building structures that may include strategic community partnerships between local schools boards, community agencies and municipalities; and

WHEREAS Alberta Municipal Affairs is undertaking a comprehensive review of the Municipal Government Act that involves all stakeholders, including the members of the Alberta Urban Municipalities Association.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association ask the Government of Alberta to include in the new Municipal Government Act (MGA), currently addressed in Section 666 (2) of the MGA, an increase the allowable maximum percentage of land that the subdivision authority may request for reserve from 10% to 15% in subdivisions proposed to have a density of 30 dwelling units per hectare or greater.

BACKGROUND:

Alberta Municipal Affairs' comprehensive review of the Municipal Government Act, as well as its cooperative work with Alberta Education on how to best work with municipalities on the provision of school sites, provides urban municipalities in Alberta with an excellent opportunity to recommend changes that better reflect our communities' current and future needs.

The Government of Alberta has made a commitment to build additional schools to meet current and future Albertans' needs, particularly in those areas of the province experiencing significant population growth.

Alberta Education heard during their May 2013 consultations with Alberta's municipalities relative to school sites that the ability to provide suitable school sites in a timely manner was as a challenge for communities. Currently Alberta urban municipalities have an inventory of school sites in their communities, many of which no longer meet the requirements of new school designs.

Alberta's urban municipalities strive to be effective partners and would like to work more cooperatively with the Government of Alberta and our local school boards to ensure that the provision school infrastructure for our residents is facilitated as effectively as possible.

Alberta's municipal organizations prepare their plans years in advance for residential, commercial and industrial development, including extensive public consultation within this process.

If urban municipalities are given the flexibility to incorporate larger reserves within an identified, small portion of densely populated developments, we would be able to provide the larger school sites needed, strategically located to best serve a multitude of subdivisions and selected in consultation with our local school boards.

Current and future residents and businesses want to be a part of vibrant and viable communities. Schools are an important element of a community's infrastructure. Alberta families will benefit when municipalities can provide the best school sites, closer to shovel ready, following the Government of Alberta's announcement of new schools in our communities.

WHEREAS the establishment of School Resources Officers is a high priority for Police Oversight Authorities, School Boards and the Province of Alberta; and

WHEREAS there is inadequate funding limiting the placement of School Resource Officers in schools; and

WHEREAS this community based initiative ensures a safe and caring place of learning, balancing prevention, intervention and enforcement.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta ensure that the resources are available to support the increased presence of School Resource Officers in Alberta schools.

BACKGROUND:

School Resource Officers play an important role in facilitating crime prevention and fostering positive relations between the police and youth. The overall major duties of the School Resource Officers can be broken down into three required areas:

- Provide a positive role-model and mentor for youth and promote positive interaction between youth, the police and the school's neighbours.
- Educate and counsel youth and their families on law related matters including bullying and anti-gang initiatives through classroom lessons, school presentations, individual counseling and parent meetings.
- Enforce the law by responding to calls at schools and taking on pro-active initiatives as well as gathering police intelligence.

The Education Act Statutes of Alberta, 2012 Chapter E-0.3 under Division 2 35(1) incorporates Bullying Awareness and Prevention Week. Promoting this understanding and awareness in legislation highlights the importance of allocating sufficient resources within the school environment to mitigate bullying.

Long-lasting crime prevention begins with children and youth.

The Town of Rocky Mountain House has confirmed their support for this resolution and are prepared to speak in favour of the resolution at the AUMA convention.

WHEREAS the Municipal Sustainability Initiative was initiated in 2007 as the provincial response to a request, from Alberta municipal associations, for the province to fund municipalities, in an amount equal to the Provincial Education Requisitions collected from municipalities, for the municipal infrastructure deficit; and

WHEREAS the current funding model for Alberta municipalities reflects the provincial government's support for the Municipal Sustainability Initiative; and

WHEREAS the proposed change of the Municipal Sustainability Initiative operating funding will decrease to \$30 million in 2014, \$15 million in 2015 and eliminated in 2016; and

WHEREAS the provincial government proposes to reassign the Municipal Sustainability Initiative operating funding to the Regional Collaboration Program; and

WHEREAS the Regional Collaboration Program will not be available for existing inter-municipal partnerships; and

WHEREAS there will be a detrimental impact on Alberta municipalities and community organizations with this realignment of funding.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipal Association request the Government of Alberta to reverse its decision to realign the Municipal Sustainability Initiative Funding to the Regional Collaboration Program.

BACKGROUND:

The Municipal Sustainability Initiative program was begun to address the infrastructure deficit in Alberta municipalities and with the expectation that the program would provide stable funding to municipalities to address their needs.

The Municipal Sustainability Initiative program was initiated in 2007 and indicated that it would grow to an amount equal to the provincial taxes being taken out of the municipalities.

There are no provisions in the Regional Collaboration Program that allow for the operating expenses of current inter-municipal partnerships to be allowable.

WHEREAS all municipalities currently contribute 1% more than employees in contribution to both the Local Authorities Pension Plan and the Special Forces Pension plan; and

WHEREAS a recent survey circulated by the Local Authorities Pension Plan outlined that historically this extra 1% was attributable to funding pensionable service accrued before the pension plan inception and that said pensionable time has been paid in full; and

WHEREAS we contend that the reason for the extra payment has been satisfied, and there is no further reason to continue to levy this extra cost on employers:

“Currently LAPP employers contribute 1% of pay more in contributions than their employees. This arrangement was made in 1962, when the plan was first set up, to pay for service prior to that time. Those costs have long since been repaid.”

Reference: “LAPP Sponsor Sustainability Survey – Page 4”

and

WHEREAS we contend that both the employer and employee should be equally responsible for funding employee pensions.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta support employers in their request to abolish the extra 1% contribution currently borne by employers.

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta supports the request that employers and employees should be equally responsible for contributions towards pension.

WHEREAS there is public interest in the operation of, attendance at and participation in combative sports events in Alberta; and

WHEREAS section 535.1 of the Municipal Government Act contemplates the establishment of a commission by bylaw for the sanctioning of combative sports; and

WHEREAS several communities in Alberta have established commissions; and

WHEREAS there appears to be little coordination or consistency amongst the existing commissions throughout Alberta; and

WHEREAS there are inherent risks to the operation and regulation of combative sports events that warrant a more detailed and coordinated approach; and

WHEREAS the regulation and sanctioning of combative sports is not a core local government function or service; and

WHEREAS other provinces in Canada have created commissions at the provincial level;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to create a provincial commission to sanction combative sports events throughout the Province of Alberta.

BACKGROUND:

Council for the Regional Municipality of Wood Buffalo has received requests and statements of interest from the public, expressing desire to hold and attend combative sports events, such as mixed martial arts events. In response, municipal administration undertook significant research of this matter and notes that Nova Scotia, Quebec, Ontario, Manitoba, British Columbia and the Northwest Territories all have a provincial/territorial sanctioning body in place. New Brunswick and Alberta have no provincial legislation in place, but do delegate authority to municipalities.

Alberta's Municipal Government Act (MGA), specifically section 535.1, makes some provision for the establishment of a municipal combative sports commission through bylaw. At the present time, there are combative sports commissions in Edmonton, Calgary, Medicine Hat, Lethbridge, Grande Prairie, Cold Lake and Penhold. The bylaws in place vary significantly from one municipality to another, which means that there is no coordination or consistency in the regulation of events throughout the province.

Despite the creation of commissions in several Alberta communities, the Regional Municipality of Wood Buffalo has concerns that there appears to be ongoing risk and compliance challenges to commission operations. There also appears to be little coordination or consistency amongst the existing commissions, including how information should be shared, standards on how drug testing should be undertaken, or if there

should be communication amongst the commissions regarding participants who have been banned or suspended.

The Regional Municipality of Wood Buffalo does not regulate or sanction any other sports and has no internal expertise in this area. It also does not consider the regulation and sanctioning of these types of events as a core local government function or service.

The creation of a provincial commission is preferred in order to ensure standardized rules and procedures reflecting best practices are implemented consistently throughout Alberta on all matters concerning combative sports events, and specifically with respect to testing and participant suspensions.

A resolution of the Alberta Urban Municipalities Association supporting the creation of a provincial commission to sanction combative sports events throughout the Province of Alberta is critical to ensuring consistency and coordination of the regulation of events in Alberta.

WHEREAS in 2011 Alberta Transportation changed the reporting threshold for non-injury collisions from \$1,000 to \$2,000; and

WHEREAS this was the first change in 20 years; and

WHEREAS this new threshold was intended to better reflect the current cost of vehicle repairs but is still not reflective of the current costs as escalated over a 20 year period; and

WHEREAS policing responses to non-injury collisions comprise a significant portion of policing resources that could be better utilized in improving public safety;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to further increase the reporting threshold for non-injury collisions from \$2,000 to \$5,000.

BACKGROUND:

In 2011 the Province amended the Collision reporting thresholds for the first time in over 20 years by increasing the reporting for a non-injury collision to \$2,000 from \$1,000. This was done in conjunction with the Canadian Council of Motor Transport Administrators.

This level of response is a significant drain on policing resources as time is invested in processing these reports for insurance purposes. In many cases, the damage to a newer vehicle can be quite minimal and yet meet this threshold.

While the initial intent of the 2011 increase was to reflect the current cost of vehicle repairs, it is our belief that this threshold is still not reflective of the current cost of vehicle repairs and are recommending a resolution be forwarded to the AUMA to lobby the provincial government to increase non-injury reporting thresholds.

WHEREAS ensuring resource sustainability is a concern of all Albertans; and

WHEREAS the Province of Alberta has taken a leadership role in the creation of provincial wide recycling programs including electronics, tires and beverage containers; and

WHEREAS the Province's leadership has enabled a greener environment and secured recycling facilities for the betterment of all Albertans and the province as a whole; and

WHEREAS Alberta villages, towns and cities collaborate with other orders of government and stakeholders to ensure the sustainability of future resources; and

WHEREAS many commodities are not recycled or are recycled at significant costs to municipalities due to the volatility of commodity markets; and

WHEREAS it is in everyone's interest that the maximum amount of recyclable materials are recycled;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to:

1. Expand and refine the existing Extended Producer Responsibility programs to include more items (e.g., electronics) and not download costs to municipalities (e.g., paint).
2. Develop additional Extended Producer Responsibility programs for items such as construction and demolition waste, leaf and yard waste and packaging waste.
3. Create a means to stabilize and develop predictable markets for recyclable materials including plastics, glass, paper, cardboard and other materials.

BACKGROUND:

- The Province of Alberta has shown leadership over the past 30 years implementing a number of successful province-wide waste management and recycling programs including; the beverage container collection program (1972), the pesticide container collection program (1980), hazardous waste legislation (1985), the tire recycling program (1994), the used oil materials recycling program (1997), an electronics recycling program (2004).
- Alberta currently has the highest per capita waste disposal rate of any province in Canada. The Province had set a goal to reduce the provincial per capita waste disposal rate to 500 kg per person per year by 2010. This goal has not been achieved, and in fact the per capita disposal rate was 1,122 kg per person in 2008.
- Increased stability in recycling markets would greatly assist municipalities in diverting waste from landfills and funding their recycling programs. For example, in late 2008 and early 2009 the industry experienced a crash in recycling commodity markets. Municipalities saw greatly reduced revenue for certain recycling commodities (e.g., cardboard), were forced to pay recyclers to accept certain commodities (e.g. mixed

paper and plastics) or send some commodities to landfill where no market could be found. The volatility of recycling markets can have significant impacts on the recycling programs operated by municipalities.

- Expansion of the existing provincial recycling programs would also assist with waste diversion. For example, many Cities currently recycle, at their own cost, additional electronic items (e.g., stereo systems, DVD players and microwaves) that are not part of the provincial electronic waste recycling program because residents expect these types of items to be included in the program.
- The crash of international recycling markets has had a significant impact on local municipalities and is a good example how relying on one major recycling market (i.e., China) does not create robust recycling programs. More recycling markets and markets that are located closer to the source of the recyclables would strengthen Alberta's recycling programs. Additionally, reducing the distance that recyclables must be transported prior to being recycled would increase the sustainability of recycling programs and reduce the emissions related to transportation.

References

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Duffy, Daniel. Of Markets and Future. MSW Management Elements 2010. vol. 19 No. 3
Alberta Used Oil Management Association's website, accessed at
<http://www.usedoilrecycling.com/en/ab/dropofflocations?gZT4N+5J2>

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WHEREAS the population of Alberta is expected to continue to grow, as are the number of businesses and other electricity consumers; and

WHEREAS electricity use is a significant contributor to the emission of greenhouse gases (GHG); and

WHEREAS Alberta's primary source of electrical generation is coal power; which emits high GHGs compared to other sources such as hydro, natural gas, wind or solar, and thus causes Alberta to register a much higher emissions factor than other provinces; and

WHEREAS the Government of Alberta is presently reviewing its "2008 Climate Change Strategy" with regard to ongoing efforts and focus on reducing greenhouse gas emissions; and

WHEREAS there are high health and environmental costs to the pollution generated by coal-fired electricity production which are often borne by individuals and local municipalities; and

WHEREAS other provincial governments including Ontario and Nova Scotia have significantly reduced their dependence on coal-fired generation of electricity by various means, demonstrating the transition is possible; and

WHEREAS many municipalities have been investing time and resources into local sustainability initiatives to reduce greenhouse gas emissions, but have little control over the regulation and province -wide electric system.

NOW THEREFORE BE IT RESOLVED THAT Alberta Urban Municipalities Association urge the Province of Alberta to move away from our province's dependency on coal power by investing in renewable energy and natural gas fired electricity generation and by assisting in developing alternative energy sources through regulation, financial incentives, education, promotion and collaboration with municipalities.

BACKGROUND:

- Information provided by The Government of Alberta, Alberta Environment and Sustainable Resource Development (AESRD) indicates that Alberta is the largest provincial emitter of greenhouse gases in Canada, due not just to our role as a global energy supplier but also because of our reliance on coal-fired electricity generation.ⁱ
- We need to take action to reduce our environmental footprint. The issue is that humans have substantially increased GHGs by burning fossil fuels, including coal. Scientists now agree that human activity is most likely responsible for most recent temperature increases.ⁱⁱ
- The AESRD website reports that consultation with Albertans on the province's 2008 Climate Change Strategy showed that Albertans said they want to take action against climate change. They also said they want to show that the province is doing its part to reduce greenhouse gas emissions entering our atmosphere.

- The Government of Alberta has encouraged Albertans to become more energy efficient, but given that consumer rebate programs were ended in 2012, additional efforts would be appropriate to continue reductions in our GHG production. Facilitating not just conservation, but more focusing on environmentally responsible sources of energy should be considered.
- Experts indicate that the Provincial electricity grid could be transitioned to wind or natural gas powered plants at a cost competitive with that of new coal plants.ⁱⁱⁱ
- Renewable energy makes up only 10% of the energy used in the world.^{iv} Alberta wishes to be a world leader in energy there is certainly opportunity for leadership in improving investment in renewable energy and stricter regulation of coal fired generation.
- Burning coal is not as efficient as wind or natural gas plants, as only about 40% of the energy in coals is turned into electricity, the remainder goes into the atmosphere or is released into water bodies,^v
- The Province of Alberta burns more coal alone than the rest of the country combined. In 2012, 64% of electricity was generated by burning coal. Coal causes more pollution than any other source of electricity. Coal produces a higher level of GHG emissions than any other fossil fuel.^{vi} There are both environmental and health impacts on Albertans.
- With coal as the primary electricity generating source, one kWh of electricity in Alberta generates 710 grams of CO₂. By comparison, British Columbia only generates 30 grams of CO₂ per kWh.^{vii}
- Presently, Alberta has 6 coal plants with 15 individual units. The total capacity is over 6,200 MW. These plants accounted for a third of the sulphur dioxide emitted in Alberta in 2011, 10% of the nitrogen oxide, 44% of the mercury from man-made sources, and 6% of fine particulate matter. Many other pollutants are also released. The 43 megatonnes of GHG emissions from coal powered electricity plants are only slightly less than all of the GHG emissions from the oilsands in 2011 (46 megatonnes). The top seven GHG emitters in 2010 in Alberta were all coal fired plants. Five of these plants rank in the top ten GHG emitters in Canada.^{viii}
- Two thirds of the electricity traded in Alberta is from coal fired generation.^{ix}
- Canada's average ghg emissions from electricity generation in 2010 were 190 tIGWh. Alberta's emissions were more than four times higher due to coal fired generation, at 840 tIGWh.^x
- Other provinces including Nova Scotia have reduced reliance on coal-fired electricity generation through government action.

References

ⁱ Government of Alberta (May 2013). Alberta and Climate Change. Retrieved from: <http://environment.alberta.ca10918.html>

ⁱⁱ Government of Alberta (May 2013). What is Climate Change? Retrieved from: <http://environment.alberta.ca10906html>

- ⁱⁱⁱ Pembina institute, Edmonton's Energy Transition, June 20, 2012 City of Edmonton
- ^{iv} Pembina Institute, Edmonton's Energy Transition, June 20, 2012 City of Edmonton
- ^v Pembina Institute, Edmonton's Energy Transition, June 20, 2012 City of Edmonton
- ^{vi} Anderson, Kristi et al, A Costly Diagnosis: Subsidizing coal power with Albertans' health. March 2013.
- ^{vii} Municipal Climate Change Action Centre, Alternative Energy webinar, April 9 2013.
- ^{viii} Anderson, Kristi et al, A Costly Diagnosis: Subsidizing coal power with Albertans' health. March 2013.
- ^{ix} Anderson, Kristi et al, A Costly Diagnosis: Subsidizing coal power with Albertans' health. March 2013.
- ^x Anderson, Kristi et al, A Costly Diagnosis: Subsidizing coal power with Albertans' health. March 2013.

WHEREAS approximately 40,000 people in Canada experience a sudden cardiac arrest each year, representing one sudden cardiac arrest every 12 minutes; and

WHEREAS studies indicate that 92% of Sudden Cardiac Arrest patients may survive if shocked in the first two minutes; and

WHEREAS 75% percent of sudden cardiac arrest deaths in children occur on school property (USA statistic- no records kept in Canada); and

WHEREAS ventricular fibrillation (v-fib) is the most common cause of cardiac arrest, and is treated with electrical shock;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to amend the Alberta Safety Code to require the installation of Automatic External Defibrillators (AED) in all public facilities.

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge Government of Alberta to mandate that owners and employees working in public facilities maintain certification for Basic First Aid including cardiopulmonary resuscitation and the use of automatic external defibrillator equipment.

BACKGROUND:

The Town of Fairview recently had a fatality of a teenage student resulting from sudden cardiac arrest at a school sports function. 911 were called and bystanders provided emergency first aid including CPR. An AED was also available at the scene; however, the 911 personnel did not suggest using the device. This incident is not an isolated occurrence, US statistics show Sudden Cardiac Arrest takes the life of a student every three days. There are no statistics in Canada. Presently, the AB Safety Code does not require the installation of external automatic defibrillators in public spaces, nor is there any requirement to have regular training for the use of automatic external defibrillators.

WHEREAS Section 17 of Alberta Regulation 377/1994 with amendments up to and including Alberta Regulation 84/2011, Business Revitalization Zone Regulation, states that each year following its financial year, the board must submit an audited financial statement to the council and any reports required by the council by the date agreed upon with the council; and

WHEREAS the legislative requirement for a board to submit audited financial statements annually to the Council requires a professional accountant to prepare the audited financial statements; and

WHEREAS the cost to have a professional accountant prepare the audited financial statements places an undue financial hardship on the Board; and

WHEREAS relaxing the requirement in Section 17 from an Audited Financial Statement to a Review Engagement by an Auditor would reduce costs while still ensuring accountability and transparency of public funds.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta amend Section 17 of the Business Revitalization Zone Regulation to relax the requirement from an Audited Financial Statement to a Review Engagement.

BACKGROUND:

It has been brought to the City of Camrose's attention by the local Business Revitalization Zone that the requirement for audited financial statements is onerous and quite costly in relation to the annual budget. In 2012 City Center Camrose's annual budget was \$67,500 and the cost of the audited financial statement was \$4,049.85 which works out to approximately 6% of their annual budget. These dollars could be better utilized on other initiatives. It has also been identified that accounting firms would rather deal with larger audits for larger organizations and therefore it can be somewhat difficult to find a firm that will take on the audit.

2013 Policy and Resolutions book

Category Targeted Scope

AUMA Resolutions Policy:

The **Targeted Scope** category would have resolutions that address matters of significance to all or most municipalities located in one area of the province or municipal members of a similar size.

0 resolutions recommended under this Category.

2013 Policy and Resolutions book

Category Endorsement Requests

AUMA Resolutions Policy:

The **Endorsement Requests** category would address requests of regular Members to endorse positions they are taking without any advocacy action by AUMA.

0 resolutions recommended under this Category.

2013 Policy and Resolutions book

Category Non-Municipal Matters

AUMA Resolutions Policy:

The **Non-Municipal Matters** category would have resolutions that address matters of significance to all or most municipalities located in one area of the province or municipal members of a similar size.

0 resolutions recommended under this Category.