

TOWN OF ECKVILLE-COUNCIL AGENDA

Monday, February 24, 2025

Town Office Council Chambers Eckville, AB 6:00 pm

(Councillors may attend via electronic means)

- | | | |
|---|------|---|
| 1. CALL TO ORDER | 1.1 | |
| 2. DELEGATIONS/PUBLIC HEARING | 2.1 | |
| 3. AGENDA | 3.1 | Adoption of Agenda |
| 4. MINUTES | 4.1 | Regular Council Meeting Minutes – February 10, 2025 pg. 1-3 |
| 5. ACTION ITEMS | 5.1 | Municipal Breakfast Date |
| | 5.2 | RFD-Town of Eckville 57 th Ave Industrial Subdivision Development Final Master Plan 2025 pg. 4-135 |
| | 5.3 | RFD- Eckville Library Board Financial Reviewer pg. 136 |
| 6. BYLAWS, POLICIES | 6.1 | Bylaw #801-25 Councillor Procedure Bylaw pg. 137-157 |
| 7. REPORTS | 7.1 | Management Report – February 24, 2025 pg. 158-159 |
| | 7.2 | Financial Report-AP February 11-13, 2025 pg. 160-165 |
| | 7.3 | Animal Control Services January 2025 pg. 166 |
| 8. COMMITTEE, BOARD REPORTS | 8.1 | |
| 9. CORRESPONDENCE, INFORMATION | 9.1 | Consent Agenda: <ul style="list-style-type: none">A. Lacombe County Meeting Highlights Jan. 30, Feb. 13, 2025 pg.167-170B. Alberta Municipal Affairs letter from Ric McIver pg. 171-172C. RCMP Crime Stats pg. 173-177D. Alberta Municipal Affairs letter pg. 178-179E. Eckville Municipal Library Jan.8, 2025 Meeting Minutes pg.180-184 |
| 10. SEMINARS, MEETINGS, SPECIAL EVENTS | 10.1 | |
| 11. CLOSED SESSION | 11.1 | Section 21: Disclosure harmful to intergovernmental relations |
| 12. COMMITTEE OF THE WHOLE | 12.1 | |
| 13. ADJOURNMENT | 13.1 | |

TOWN OF ECKVILLE – COUNCIL MINUTES

Monday, February 10, 2025
Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta
(The meeting was available via electronic means)

Mtg. Date Feb 24, 2025
Agenda Item 4.1

1. Call to Order

- 1.1 Mayor Ebden called the meeting to order at 6:01 p.m.

Present: Mayor Ebden
Councillor Engen
Councillor Meyers
Councillor Pacholek
Councillor Palm-Fraser
Councillor See (joined via electronic means)
Councillor Thoreson

Absent:

Staff: CAO, Jack Ramsden, Deputy CAO Darcy Webb

Press: None Present

Gallery: None

2. Delegations/Public Hearings

- 2.1 None

3. Agenda

- 3.1 Additional Agenda Items - None
3.2 Adoption of Agenda

Res. 032.2025

Moved by Councillor Engen that the agenda be adopted as presented.
Carried Unanimously.

4. Minutes

- 4.1 Regular Council Meeting Minutes – January 27th, 2025

Res. 033.2025

Moved by Councillor Pacholek that the minutes of the January 27th, 2025 Council Meeting be approved as presented. **Carried Unanimously.**

- 5.1 Councillor See joined the meeting. Time 6:10

5. Action Items

None

6. Bylaws, Policies

- 6.1 Bylaw #801-25 Councillor Procedure Bylaw 1st reading

Res. 034.2025

Moved by Councillor Engen that Bylaw #801-25 Councillor Procedure Bylaw be brought back to the next meeting. **Carried Unanimously.**

7. Reports

- 7.1 Management Report – February 10, 2025

- Res. 035.2025** Moved by Councillor Meyers that the Management Report for February 10th, 2025, be accepted for information. **Carried Unanimously.**
- 7.2 Financial Report – AP January 27,28, & 29, 2025.
- Res. 036.2025** Moved by Councillor Thoreson that the Financial Report be accepted for information. **Carried Unanimously.**
- 7.3 Animal Control Service Report December 2024
- Res. 037.2025** Moved by Councillor Engen that the Animal Services report for December 2024 be accepted for information. **Carried Unanimously.**
- 8. Committee & Board Reports**
- 8.1 Councillor Engen reported on Lacombe Foundation
- 8.2 Councillor Palm-Fraser reported on the Bylaw Review Committee and MPC
- 8.3 Mayor Ebdon reported on AHS Community Meeting
- Res. 038.2025** Moved by Councillor See that the Committee and Board Reports be accepted. **Carried Unanimously.**
- 9. Correspondence, Information Items**
- 9.1 Consent Agenda:
A. Library System Board
- Res. 039.2025** Moved by Councillor Engen that the Correspondence and Information items be accepted as information. **Carried Unanimously.**
- 10. Seminars, Meetings, Special Events**
- 10.1 None
- 11. Closed Session**
- 11.1 Section 21: Disclosure harmful to intergovernmental relations.
- Res. 040.2025** Moved by Councillor Palm-Fraser that the meeting move into closed session, excluding all persons except Council Members, CAO, and Deputy CAO in order to discuss an item with respect to Section 21: Disclosure Harmful to Intergovernmental relations. Time 7:30p.m. **Carried Unanimously**
- Res. 041.2025** Moved by Councilor Engen that the meeting revert back to open session. Time 8:02 p.m. **Carried Unanimously.**
- Mayor Ebdon called for a 5 minute recess. Time 8:03pm. The meeting reconvened at 8:08pm
- Res.042.2025** Moved by Councillor Engen the Town of Eckville withhold payment of Lacombe County invoices relating to regional fire responses within the Town of Eckville pending Town obtaining legal advice on the matter. **Carried Unanimously.**
- 12. Committee of the Whole**
- 12.1 None

13. Adjournment

13.1

Res. 043.2025

Mayor Ebdon adjourned the meeting. Time 8:10pm. **Carried Unanimously.**

Mayor

CAO

Mtg. Date Feb 24, 2025
Agenda Item 5.2

TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	February 24, 2025
Originated By:	Jack Ramsden, CAO
Title:	Approval of 57th Avenue Industrial Subdivision Development Master Plan

BACKGROUND: Please find attached a copy of the Development Master Plan for the proposed 57th Avenue Industrial Subdivision.

DISCUSSION/ALTERNATIVES: This proposed subdivision is just west of Main Street on 57th Avenue and will contain eight fully serviced industrial lots.

We will do a quick run through of the Plan at the February council meeting and hopefully we can answer any questions that you might have.

IMPACT ON BUDGET: The plan was prepared by Parkland Community Planning Services at the Developer's expense.

RECOMMENDED ACTION: That the following motion be presented for consideration:

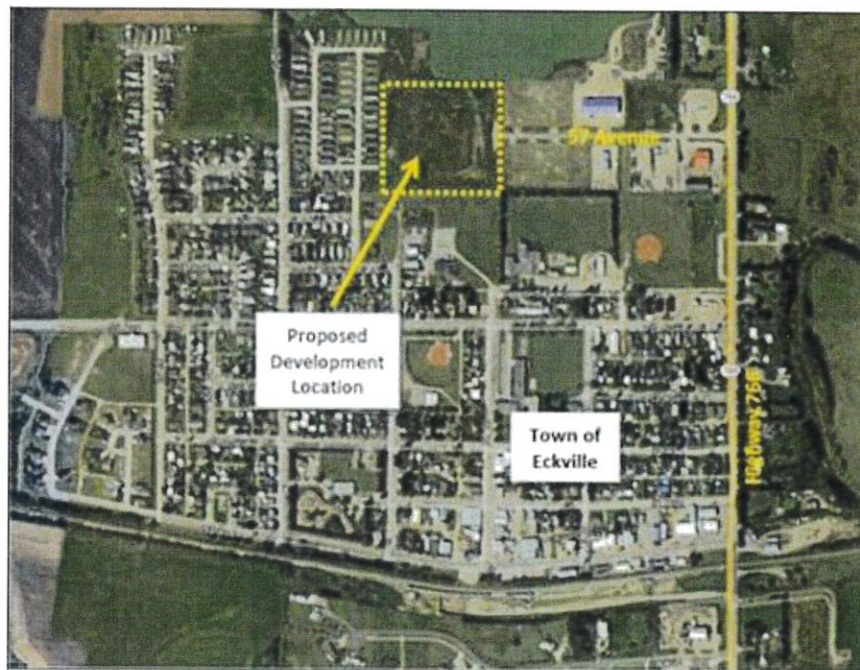
"That 57th Avenue Industrial Subdivision Development Master Plan be approved as presented."

Prepared By:  Approved By: _____

Town of Eckville

57th Avenue Industrial Subdivision

DEVELOPMENT MASTER PLAN



2025

Prepared by

Parkland Community Planning Services

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Town of Eckville

57th Avenue Industrial Subdivision MASTER DEVELOPMENT PLAN

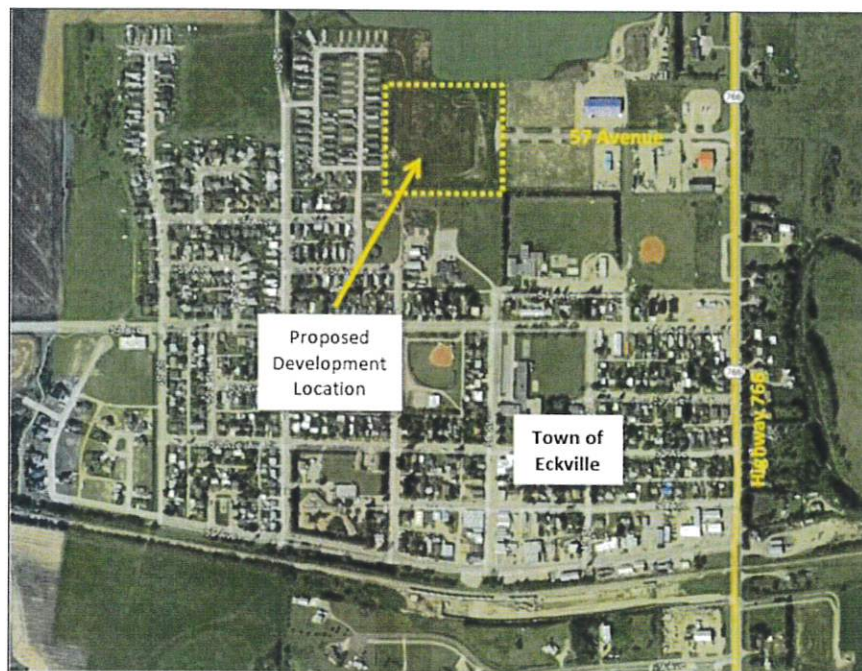
1. INTRODUCTION

The Town of Eckville is located in Central Alberta, west of the City of Red Deer north of Highway 11. Eckville was incorporated in 1921 as a village and became a town in 1966. According to the 2021 Census conducted by Statistics Canada, the Town of Eckville had a population of 1,014 living in 425 private dwellings. With a land area of 1.61 km², it had a population density of 630/km².

2. THE PLAN AREA

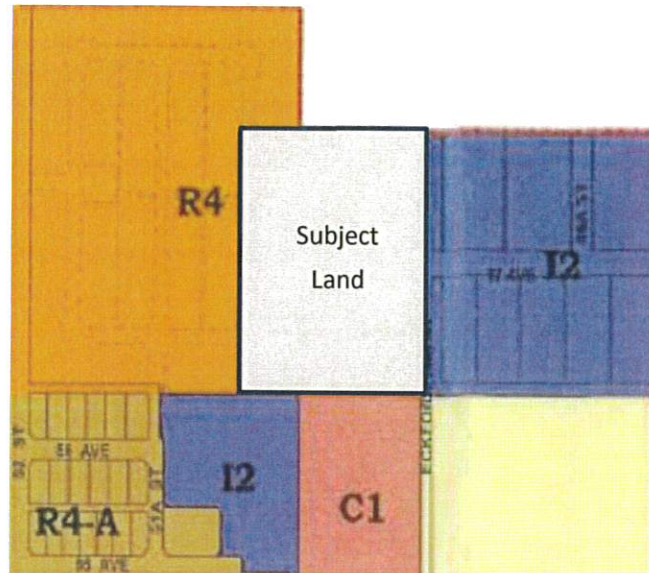
The proposed site is located at 57 Ave, Eckville in west of the existing industrial zone. The total area of this land is approximately 8.6 acres (3.49 Ha). The proposed land is currently zoned Manufactured Home in the Town's LUB. (Figure 1)

Figure 1) The proposed site



The subject land is situated adjacent to low density residential, (Manufactured Homes - R4) Zone in the west. The subject land approaches an existing Industrial Zone in the east, the town's boundary in the north, and the Heavy Industrial (I2) and Central Commercial (C1) in the south. (Figure 2)

Figure 2) Adjacent land uses



3. SITE CHARACTERISTICS AND CONDITIONS

To explore and evaluate the existing conditions of the subject land, PCPS retained Tagish Engineering and its sub-consultants (AAR Environmental Services and JCB Engineering) to conduct a general assessment of existing utilities, stormwater management, environmental, and transportation systems and conditions on the plan area based on the proposed development.

3.1 Environmental Study

AAR Environmental Services (AARES) was retained to conduct an environmental study to assess the suitability of the subject land for the proposed industrial development. AARES conducted an environmental review to determine biophysical site features and to evaluate historical and environmental concerns. The Environmental Review report provides a summary of environmental conditions, issues, and site-specific concerns. (See Attachment 1). A summary of key issues and findings includes the following.

Topography, Soils, and Terrain

The site has the highest elevation in the northwest and a gentle slope facing southeast. Slopes within the area are shallow to gentle, < 5 % gradient. Overall, the proposed site appears to drop approximately 1m across the site from west to east based on LIDAR mapping.

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Soil polygons traversed by the proposed recreational areas are summarized in Table 2 in the report (see attachment 1). The soil polygons and dominant soil types are described below as per information from the Agricultural Regions of Alberta Soil Inventory Database (AGRASID) (Alberta Soil Information Centre (ASIC), 2014):

- a) 17512: Orthic Dark Gray Chernozem on medium textured (Loam and Silty-Loam) derived from sediments deposited by wind and water (RMV). Includes soils that are coarser textured than the dominant or co-dominant soils. Undulating, high-relief landform with a limiting slope of 4%.
- b) 17520: Miscellaneous undifferentiated mineral soils (ZUN) and is considered disturbed land. Includes soils that are not strongly contrasting from the dominant or co-dominant soils.

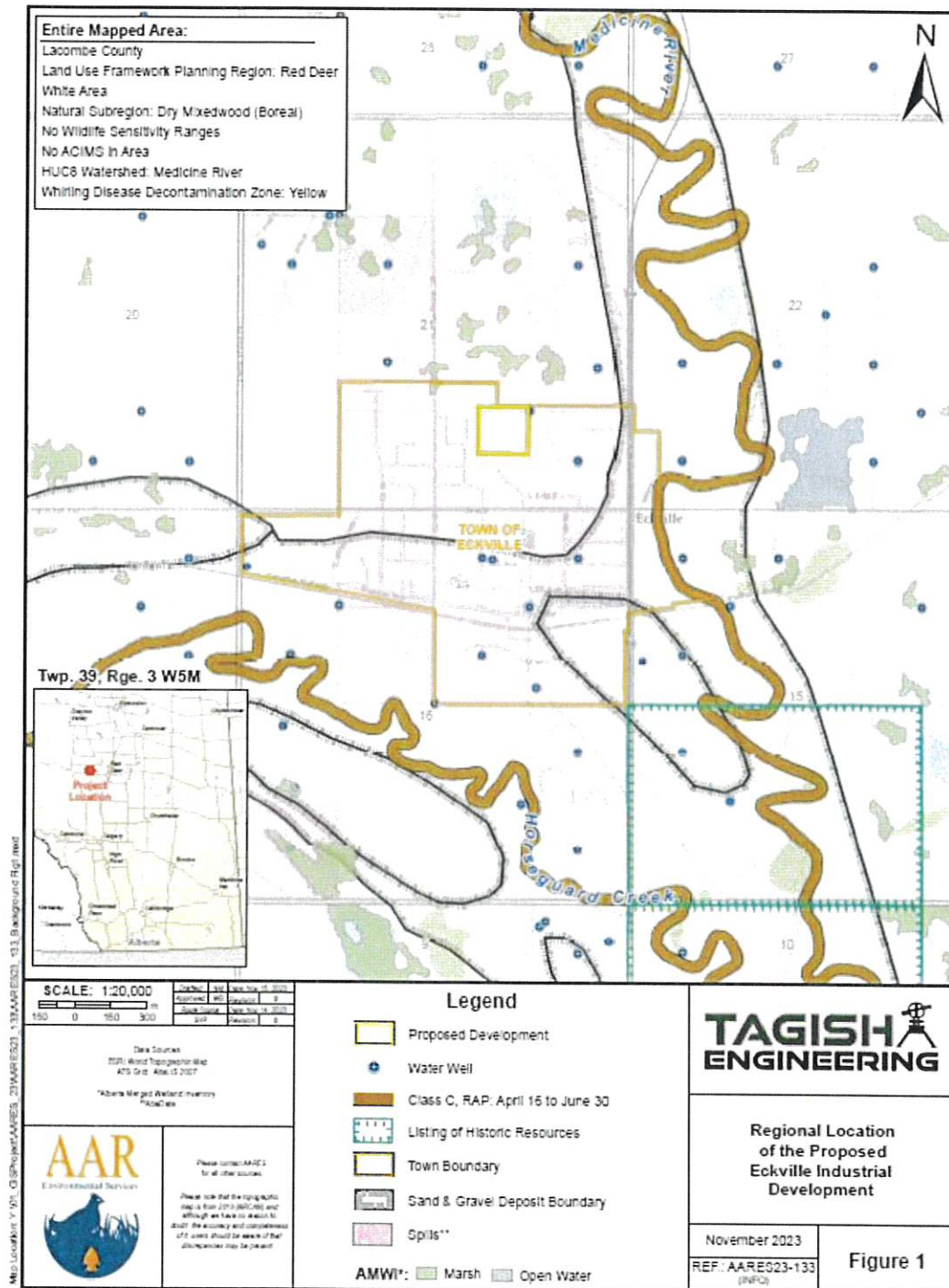
Wildlife and Fish

The Project is not located within any Provincial Wildlife Sensitivity Ranges. An FWMIS search confirms that there have been no sensitive species observed within 1 km of the project site (Alberta Environment and Protected Areas, 2023).

Important Environmental Features

The plan area is not within an Environmentally Significant Area. Specific features of importance include a temporary graminoid marsh within the project site (see Figure 2 in the report-Attachment 1). No watercourses occur throughout the proposed project site. Medicine River is 1 km east of the project site, connecting to Horseguard Creek. A water well overlaps with the northeast corner of the project boundary (Figure 3). Informal recreational trails travel from Eckville Estates Mobile Home Park east to an unmarked commercial road near the project site.

Figure 3) Regional Environmental Significant Area and the Proposed Land



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Historical Resources

No Historical Resources are reported within the project site; however, Historical Resources are listed over 1 km southeast of the project footprint (Figure 3). All industrial facilities require a Historical Resources Application, regardless of Historical Resource Value.

Spills and Complaints

As Figure 3 above shows there are spills previously recorded in the project footprint and the surrounding area. All reported incidents within the project site have been cleaned up and the last reported incident took place in 1998.

Land and Vegetation

Alberta Conservation Information Management System (ACIMS) records list no observed rare plants in the township that encompasses Eckville and the surrounding area (Alberta Environment and Protected Areas, 2021). Several noxious weeds are known to occur on disturbed lands, pastures, meadows, roadsides, urban areas, non-crop areas, and industrial sites (Government of Alberta, 2011).

The Project Site is an open, grassy meadow adjacent to an agricultural field to the north, industrial land to the east, and a residential area to the west and south, with a line of trees occurring southeast outside the project footprint. The project site is considered low-quality habitat due to past project disturbances. As there are no overlapping sensitive wildlife zones, wildlife surveys are not required. Wildlife surveys or predevelopment sweeps are a best management practice to ensure no wildlife or nesting/denning features will be harmed and to stay in compliance with the *Wildlife Act*.

Hydrology: Wetlands, Waterbodies and Drainages

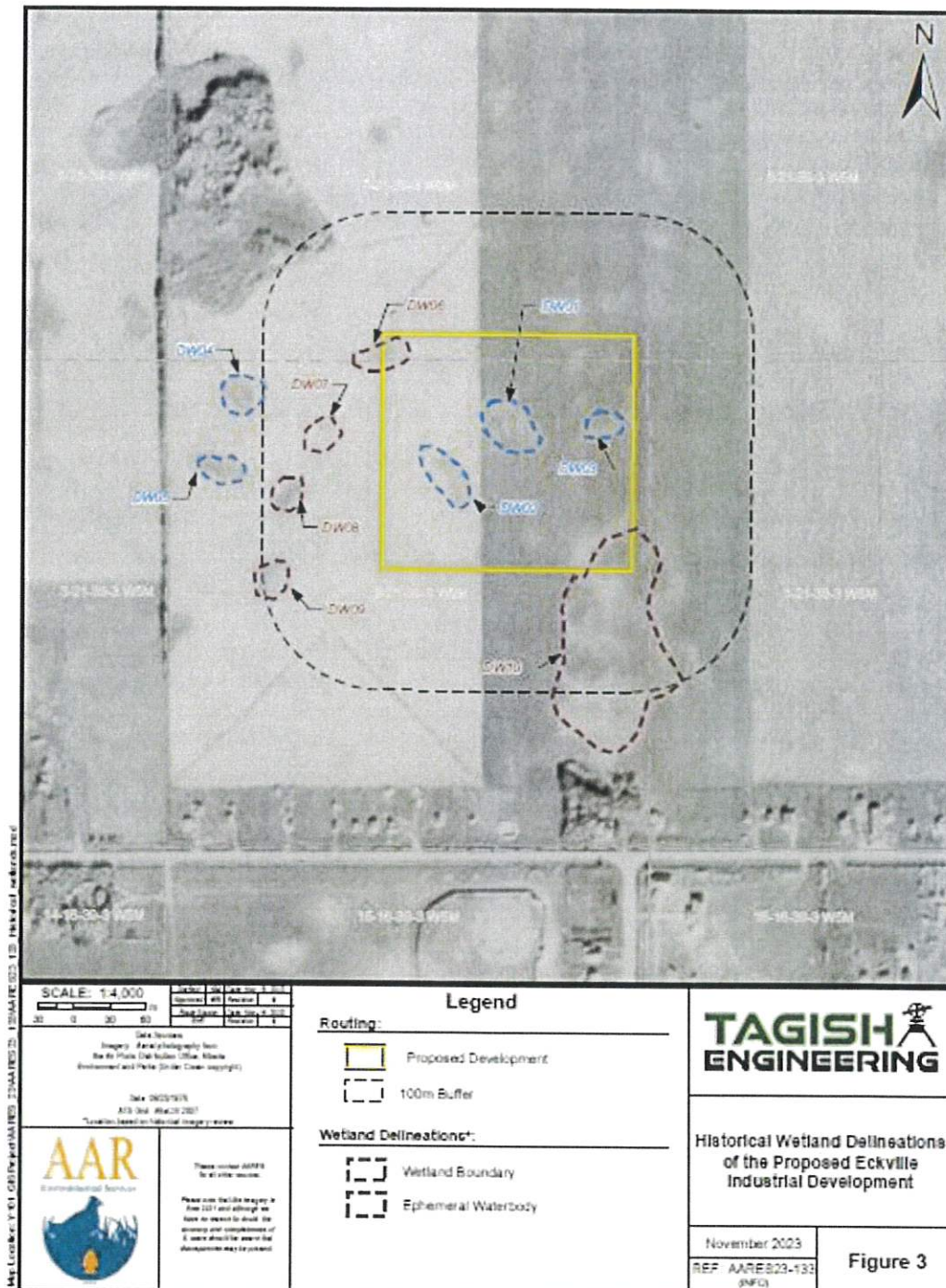
A desktop delineation of potential wetlands within the project area was conducted, as per the Alberta Wetland Identification and Delineation Directive (Government of Alberta, 2015). This process included a time series of photographs (eight years total) that represented wetland hydrology and vegetation in wet, moderate, and dry conditions. The photographs obtained for the proposed recreational area options were from the years 1950, 1962, 1976, 1982, 1999, 2001, 2007 and 2021. Photographs were obtained from the Alberta Air Photo Library and the most recent aerial image was obtained from ESRI® as per AARES' GIS license.

The desktop review identified the boundaries and classifications of all detectable wetlands, other waterbodies (ephemeral waterbodies and anthropogenic water bodies or dugouts), and drainages that may be traversed by the project. The location and boundaries of the desktop-delineated wetlands are provided in Figure 4. A total of 2 ephemeral waterbodies were observed in the project area. Additionally, 3 temporary marsh wetlands were observed in the project area. The

photographic record shows changes to waterbodies over the years due to developments and agricultural land practices. No springs were identified near the project from desktop sources.

Permanent or temporary wetland disturbances require a *Water Act* approval supported by a Wetland Assessment Impact Report (WAIR). Field data would need to be obtained to confirm the occurrence of the wetland, and then to do a final classification, delineation, and functional assessment. Wetlands that can be fully avoided, including an appropriate setback to prevent offsite effects, do not require a *Water Act* approval. Ephemeral waterbodies, dugouts, and drainages are also subject to the *Act* for direct or indirect impacts. Note that features determined to be unnatural are not subject to the Wetland Policy but still require *Water Act* approval for disturbances or other alterations.

Figure 4) Historical Wetland Delineations of the Proposed Land



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3.2 Civic Services and Utilities

Water

The proposed plan area is very straightforward to service with water. The water main would tie into the existing stub on 57th Avenue and bring west through the CDS. Services would be brought into each lot as the water main is installed. Fire hydrant(s) would be installed to provide fire flow coverage to the subdivision.

One of the potential issues with water service and CDSs is that they often result in dead-end mains. It is strongly recommended that the water main be pulled through a PUL and that it be connected to the water main network in Eckville Estates. This looping connection will provide better distribution pressure, fire flow capabilities, and prevent stagnation within the water main. This benefit would both help Eckville Estates and the proposed subdivision.

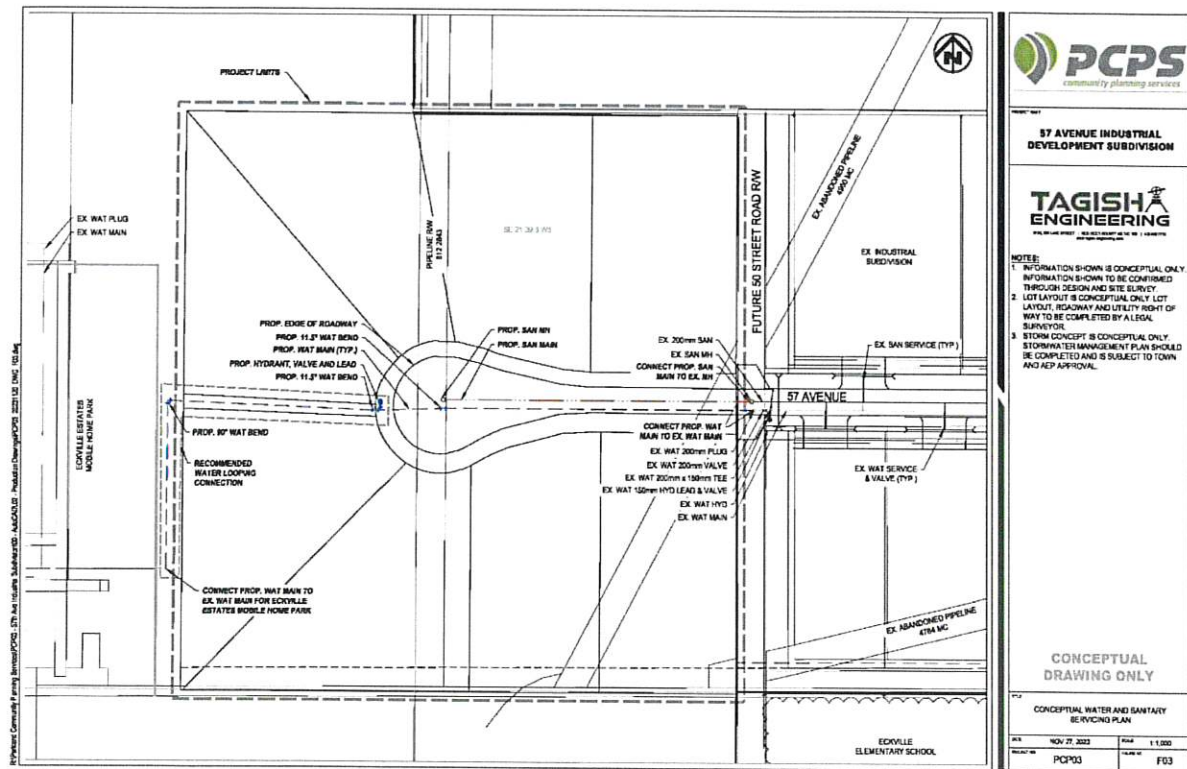
A water model was not completed as part of this study for the proposed subdivision. If it is determined in preliminary designs that the site does not meet fire flow requirements, then a looping connection will be required.

Sanitary Sewer System

The proposed subdivision is quite simple to service with sanitary. The sanitary would tie into the existing manhole on 57th Avenue and bring west through the CDS. The invert for the existing manhole on 57th Avenue is approximately 3m deep and has sufficient cover to be tied into. Services would be brought into each lot as the sanitary is installed. Sanitary manhole(s) would be installed at the required spacing to service the development.

The existing sanitary main on 57th Ave. was reviewed and determined that it has sufficient capacity to handle the sanitary flows generated by the proposed subdivision. (See Figure 5)

Figure 5 – Conceptual Water and Sewer Sanitary for the proposed development



STORM WATER MANAGEMENT

Existing Storm Pond and Ditch

Tagish Engineering has previously completed a stormwater management report for the “Kilian Estates” mobile home park in 2003. The existing site is an undeveloped portion of the Eckville Estates Mobile Home Park. The site gently grades from the northwest to the southeast to an existing storm pond on the southeast corner. There is also a storm ditch that collects water from the south end of the mobile home park and transports it to the existing storm pond. The existing storm pond outlets into the existing storm main to the east. (See Existing Conditions Figure 6)

Figure 6 – Existing Storm Pond and Ditch in the Site



Proposed Stormwater Management System

The design of the stormwater system is illustrated in Figures 7 and 8 below. The indicated overland drainage flow is currently managed by a natural storm pond and a natural ditch.

The proposed design is intended to provide the required storage for the increase in runoff between the pre-development and post-development conditions. The new stormwater facility will entail a replacement of the existing stormwater facility, as it encompasses the same catchment basin as the previous facility.

The stormwater facility will consist of five small dry ponds on the surrounding edges of the development. Each pond will contribute to the total storage and drain into the next pond via a small culvert until finally reaching the southeast corner of the lot. From there it will outlet to the existing storm main to the east, which transports the stormwater to the Medicine River. Each pond will have a designed spillway on the low end to allow for excess water to flow to the next pond during major storm events and in the event that a pipe becomes plugged.

The site will be graded to ensure that all water will either flow overland to the storage ponds or will travel to the eastern pond via the road ditch. Consideration has also been given to the removal of

suspended solids when designing the stormwater management facility. The grass lined, ditch-like design of the ponds and the incorporation of outlet pipes between each pond, should allow sufficient sediment removal. (See full report of the Stormwater Facility Design in Attachment 2)

Figure 7) Stormwater Management System for the Proposed Development

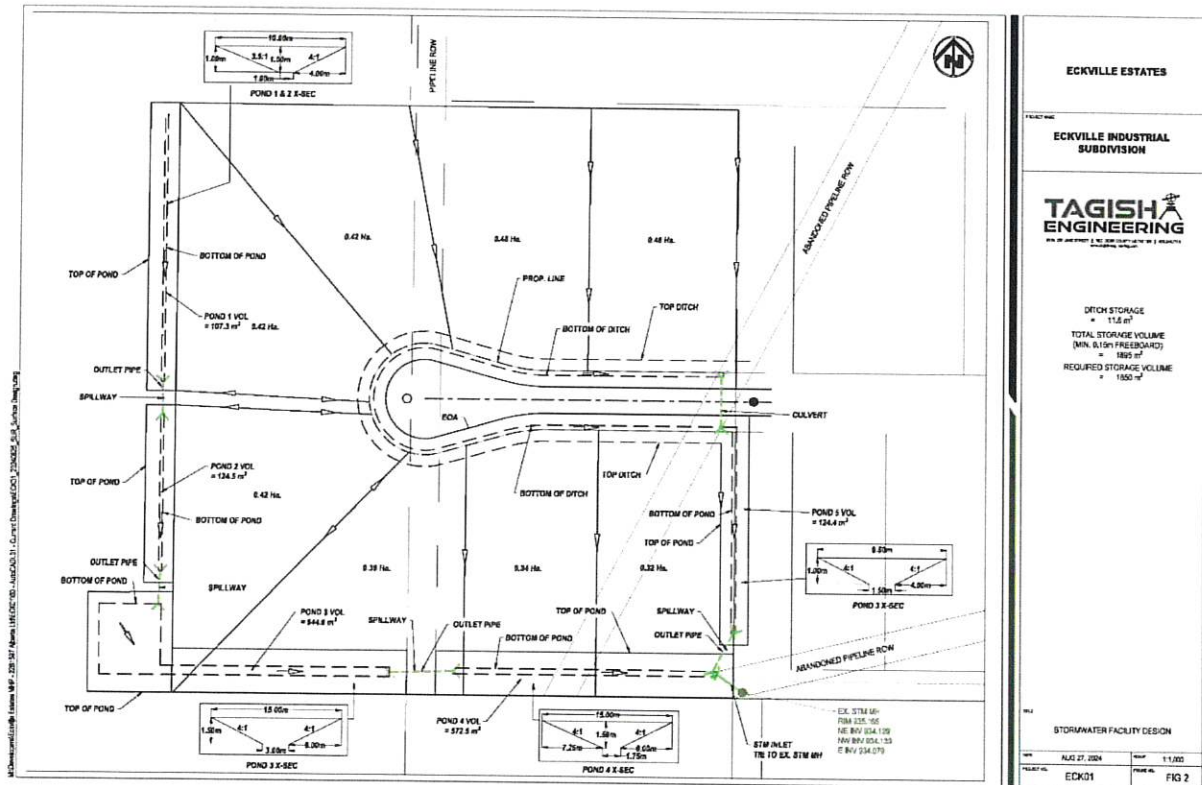
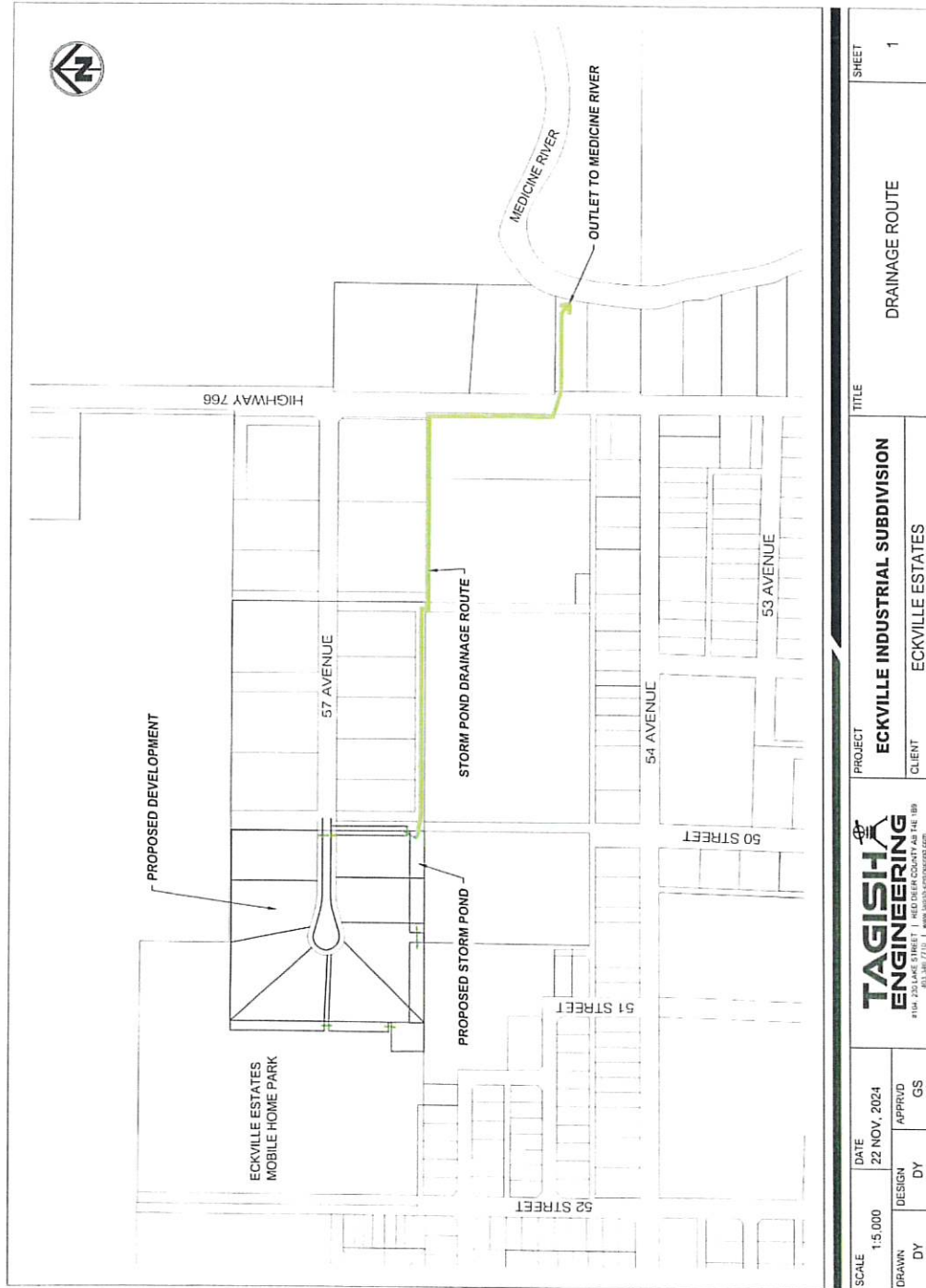


Figure 8) Stormwater Management System for the Proposed Development



3.3 Transportation Impact Assessment

The development concept provides one access to 57th Avenue. This access will allow for alternate routes into the existing industrial area in the east and access to the provincial highway 766.

According to the Transportation Impact Assessment conducted by JCB Engineering (See Attachment 3) the proposed 8.61-acre industrial development is not expected to generate more traffic on a typical day than the manufactured homes that were previously proposed on the subject property. The industrial lot will generate more traffic during the peak hours than the manufactured homes, but this additional traffic will not result in the need to install auxiliary lanes on Highway 766 where it intersects 57 Avenue.

Based on a review of the Highway 766 and 57 Avenue intersection there were no safety or geometric deficiencies to support the development of the proposed industrial lots. The only sight line issue at this intersection appears to be for vehicles eastbound on 57 Avenue with vehicles northbound on Highway 766 from the south of the intersection. From the stop sign the sight lines are constrained by bushes in the southwest quadrant of the intersection, but pulling forward from the stop sign towards the highway does allow for better sight lines. It would be desirable to remove the bushes to improve sight lines at the intersection.

As the preliminary subdivision concept shows the proposed local road will maintain a right-of-way width of 15.0 m. To create efficient and safe transportation a Cul-de-sac has been designed in the proposed subdivision.

Some considerations should be taken into account for the future development to the north. Off of the existing 57th Ave., there are several future road ROW (49A Street and 50 Street) that have been established and are registered. As seen in Figure 7, there is an existing future road right of way already established for 50th Street. If growth dictates future development, future roadways could be built to accommodate within this designated ROW. It is more cost-effective to use these future road ROW rather than trying to create a connection point to the north through the proposed subdivision itself.

- **Roadways**

As already mentioned, the proposed Cul-De-Sac (CDS) provides a great way to service the property from an economical point of view. The roadway width (9m) into the CDS should be carried through from the existing industrial roadway to the east on 57th Ave. As this subdivision is an industrial site, the CDS geometric parameters should be reviewed in the preliminary design process to establish good parameters for large vehicles to turn around efficiently. An existing site conditions plan is shown in Figure 7 above.

4. MASTER DEVELOPMENT PLAN

A Master Development Plan focuses on a specific of land and provides a planning framework and engineering detail as to how the land will be further subdivided, serviced, and developed. The proposed development areas must fit into overall municipal infrastructure capacities and provide for the needs of the market while being economically developable for landowners and fiscally responsible to the existing residents.

While a Master Development Plan looks at a specific area of land, the planning and engineering must consider the adjacent lands, whether developed or not, in terms of constraints, opportunities, servicing, transportation networks, and land use compatibility.

4.1 Purpose and Objectives

The main objectives of this Master Development Plan are:

- To ensure that the proposed land uses in the Plan area conform to the Town of Eckville's Municipal Development Plan and identify any amendments required.
- To ensure that the proposed development conforms to the regulations and requirements of the Town's Land Use Bylaw, and identify any amendments required.
- To describe the proposed land uses for the Plan area while incorporating the existing development.
- To assess the social, economic, and environmental impacts of the proposed development on the entire Town and the surrounding neighborhoods.
- To assess the current transportation network capacity and ensure the general locations and standards of road required to serve the Plan area and links to other future growth.
- To ensure the current and future utilities (Water, Sewer) have the capacity to accommodate the proposed and future development needs.
- To describe the sequence of development (Phases) in the Plan area.

4.2 The Process

The proposed Master Development Plan as a non-statutory plan must be consistent with the Town of Eckville's Municipal Development Plan and Land Use Bylaw. If there is any inconsistency between the proposed development and the Town's MDP and/or LUB, before the approval of any proposed plans amendments to the MDP and LUB would be required.

The proposed industrial subdivision is not consistent with the Town's MDP and LUB, amendments to the MDP and LUB are, therefore, required. It is anticipated that the application approval process includes four following steps:

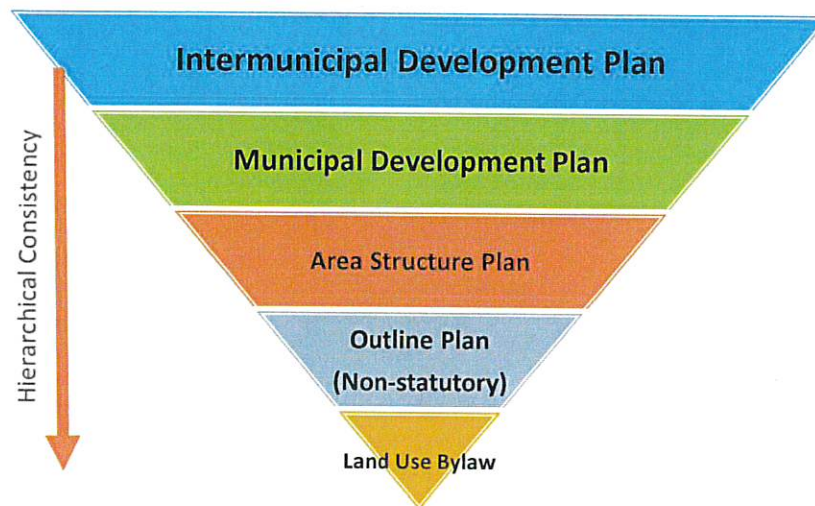
1. Approval of the proposed amendment to the Town's MDP
2. Approval of the proposed amendment to the Town's LUB

3. Approval of the proposed Master Development Plan including the proposed Industrial Subdivision

4.3 Legislative Analysis

According to section 638 of the Alberta *Municipal Government Act*, There is a hierarchical relationship between components of the Planning System in the Province of Alberta (See Figure 9)

Figure 9) Hierarchy relationships in the Alberta Planning System



Accordingly:

- A Municipal Development Plan must be consistent with any Intermunicipal Development Plan (IDP)
- Any plans approved by Council must be consistent with the Municipal Development Plan and the Land Use Bylaw.
- Further, the Municipality Land Use Bylaw must be consistent with the MDP and the Municipality's statutory plans.

Therefore, if there is any inconsistency between the proposed Master Development Plan and Eckville's MDP and/or LUB, applicable amendments to the proposed plan or the Town's planning documents must be adopted by Council prior to the approval of the proposed plan.

4.4 Municipal Development Plan

The overall purpose of the Eckville Municipal Development Plan (MDP) is to guide future growth and development to ensure that it is sustainable, orderly, appropriate, complementary, and efficient and that it enhances the quality of life for the citizens of Eckville. The following are the most applicable and relevant policies that support and encourage the creation of the proposed industrial development in Eckville.

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INDUSTRIAL DEVELOPMENT

Goal

To encourage the expansion of existing and the establishment of new industries in a manner compatible with the values of the community.

Objectives

6.2.2 To attract new industrial development to provide more employment opportunities.

Consistency with the MDP

The proposed development will be aligned with the Town's goal and policies identified in the MDP for Industrial Development. The proposed development will encourage existing industries to maintain and expand their operations. Further, the proposed development will attract new investors and industrial businesses to the Town to provide more employment opportunities.

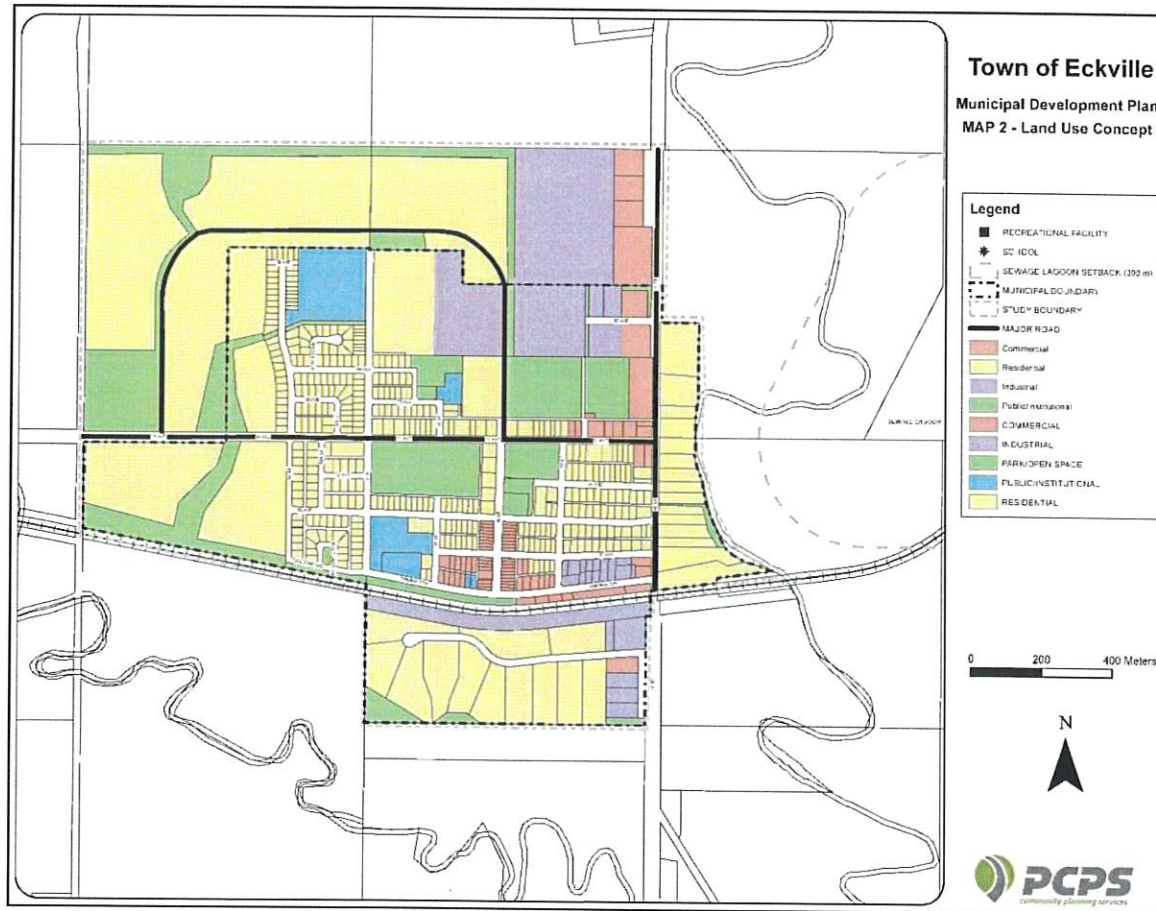
Furthermore, in the current Town's MDP adopted in 2004, the proposed land is zoned Residential. In order to align the proposed development with the MDP:

- The Map 2- Land Use Concept in the MDP (Figure 10) shall be updated to amend the use of the proposed land from Residential to Industrial.
- At the subdivision stage, formal referrals will be sent to the Department of Transportation and other relevant government and regulatory agencies seeking their comments on the proposed development.
- In order to mitigate any potential impacts of the proposed industrial development on the neighboring mobile homes an appropriate buffer area between the two zones will be provided.
- The proposed development will be serviced by all municipal utilities to a standard satisfactory of the Town.
- Upon subdivision, up to 10 percent of the proposed land to be subdivided will be dedicated as municipal reserve in accordance with the provisions of the Municipal Government Act. This land will be used to accommodate a buffer zone and a natural ditch for collecting and transferring the stormwater in the area.

Figure 10) Land Use Concept Map-MDP (2004)



Figure 11) Land Use Concept Map - Proposed



4.5 Land Use Bylaw

According to the Town's Land Use Bylaw, (Figure 12) the main intention of the proposed development in a Light Industrial Zone is to provide an attractive environment for new businesses and to accommodate compatible uses that do not cause any external negative impacts or dangerous conditions beyond the parcel boundary.

Consistency with the LUB

In the current LUB, the subject land is identified as R4 – Manufactured Home Park. In order to achieve consistency between the Town's LUB and the proposed development, the Land Use District Map - Schedule "A" to The Town of Eckville Land Use Bylaw 2015 must be amended to change the use of the proposed land from R4 (Manufactured Home Park) to I1 (Light Industrial). All development regulations and requirements shall be met in the subdivision plan.

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The map displays the Town of Eckville with various land use districts color-coded and labeled. Key streets include Highway 746, Highway 748, and several local roads like 43 Ave, 44 Ave, 45 Ave, 46 Ave, 47 Ave, 48 Ave, 49 Ave, 50 Ave, 51 Ave, 52 Ave, 53 Ave, 54 Ave, 55 Ave, 56 Ave, 57 Ave, 58 Ave, 59 Ave, 60 Ave, 61 Ave, 62 Ave, 63 Ave, 64 Ave, 65 Ave, 66 Ave, 67 Ave, 68 Ave, 69 Ave, 70 Ave, 71 Ave, 72 Ave, 73 Ave, 74 Ave, 75 Ave, 76 Ave, 77 Ave, 78 Ave, 79 Ave, 80 Ave, 81 Ave, 82 Ave, 83 Ave, 84 Ave, 85 Ave, 86 Ave, 87 Ave, 88 Ave, 89 Ave, 90 Ave, 91 Ave, 92 Ave, 93 Ave, 94 Ave, 95 Ave, 96 Ave, 97 Ave, 98 Ave, 99 Ave, 100 Ave. The map also shows the location of the Town of Eckville, the Town of Spruce Grove, and the Town of Grande Prairie. A legend in the bottom right corner defines the land use districts and symbols used on the map.

Legend

Land Use Districts

- Central Commercial (C1)
- Highway Commercial (C2)
- Light Industrial (I1)
- Heavy Industrial (I2)
- Courtesy Residential - Minor Industrial (CRMI)
- Residential One - Low Density (R1)
- Residential One - Narrow Lot (R1-N)
- Mixed Residential (R2)
- Multi-Family Residential (R3)
- Manufactured Home Park (R4)
- Manufactured Home Subdivision District (R4-A)
- Residential - Light Industrial (RL)
- Public Recreation (PR)
- Urban Reserve (UR)

Other Symbols

- Town Boundary
- Condo Lot Boundary
- Parcel Boundary
- Hydrologic Feature
- Railway

Map Labels

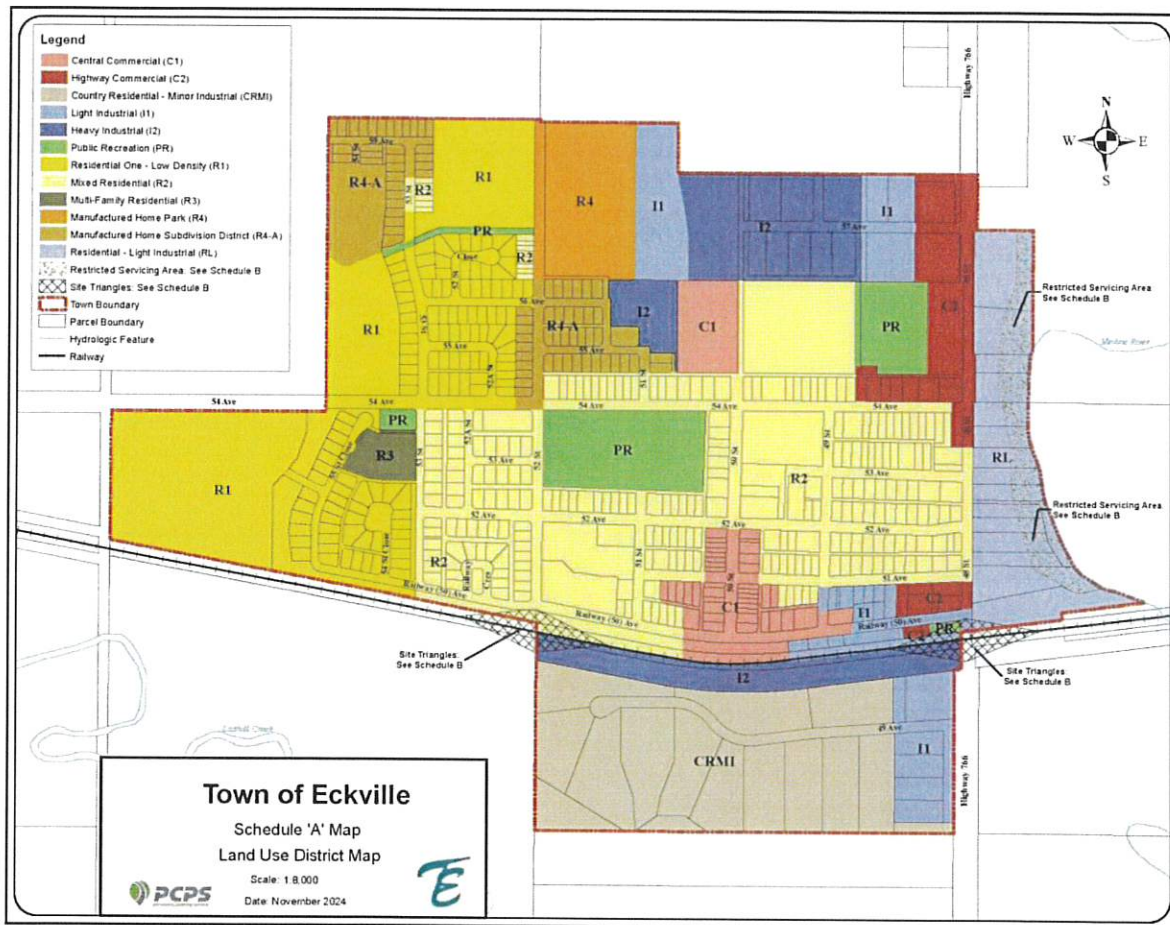
Highway 746, Highway 748, 43 Ave, 44 Ave, 45 Ave, 46 Ave, 47 Ave, 48 Ave, 49 Ave, 50 Ave, 51 Ave, 52 Ave, 53 Ave, 54 Ave, 55 Ave, 56 Ave, 57 Ave, 58 Ave, 59 Ave, 60 Ave, 61 Ave, 62 Ave, 63 Ave, 64 Ave, 65 Ave, 66 Ave, 67 Ave, 68 Ave, 69 Ave, 70 Ave, 71 Ave, 72 Ave, 73 Ave, 74 Ave, 75 Ave, 76 Ave, 77 Ave, 78 Ave, 79 Ave, 80 Ave, 81 Ave, 82 Ave, 83 Ave, 84 Ave, 85 Ave, 86 Ave, 87 Ave, 88 Ave, 89 Ave, 90 Ave, 91 Ave, 92 Ave, 93 Ave, 94 Ave, 95 Ave, 96 Ave, 97 Ave, 98 Ave, 99 Ave, 100 Ave.

TOWN OF ECKVILLE
SCHEDULE "A"
2015 Land Use District Map

Scale 1:2,000
 Date Printed: Jan. 15, 2015

PCPS
 Planning & Development Services

Figure 13) Land Use Map – Proposed

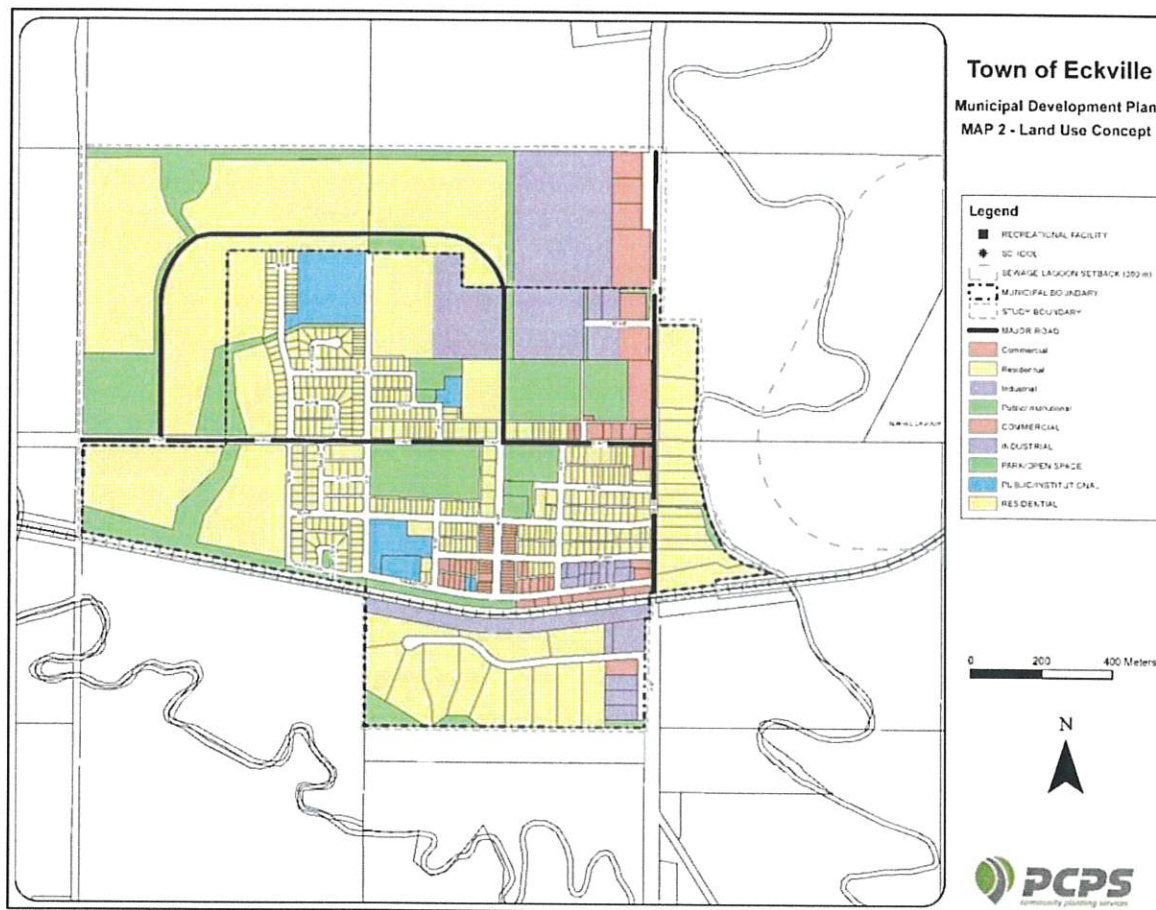


4.6 Amendments to the MDP and LUB

In April 2024, Eckville Council adopted the proposed Land Use Concept Map in the MDP and the proposed Land Use Map in the Town's Land Use Bylaw through two bylaws.

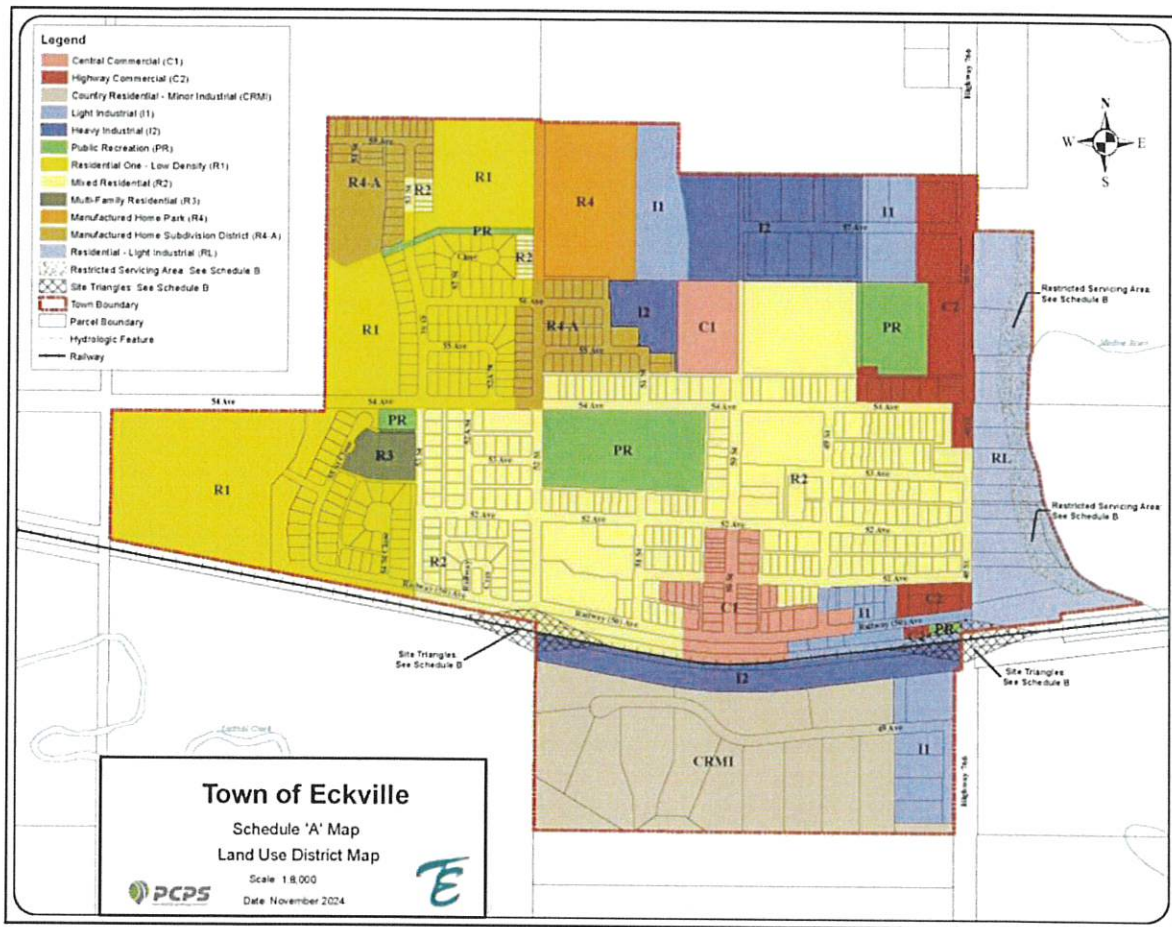
According to Bylaw No. 794-24 the easterly portion of Lot 20, Block 19, Plan 8920768 was redesignated from Residential Development to Industrial Development and the Land Use Concept map in Schedule A of the MDP was updated. (Figure 14)

Figure 14) Schedule A: MDP - Land Use Concept Map-Amended



According to bylaw 795-24 the easterly portion of Lot 20, Block 19, Plan 8920768 was redesignated from Manufactured Home Park (R4) District to Light Industrial (I1) and Heavy Industrial (I2) as shown in the Land Use Map in Schedule A of the Land Use Bylaw. (Figure 16)

Figure 16) Land Use Map – Amended



4.7 Proposed Development Plan

The main objectives of the proposed development are:

- Establish a new industrial site in the Town of Eckville.
- Expand and diversify light industrial businesses and industries in the Town.
- Attract new businesses and investors to the area.
- Provide appropriate urban infrastructure systems in the site including Water, Sewer, Electric Power, Natural Gas and Stormwater Management.
- Build adequate public road to facilitate goods and vehicle transportation
- Provide sufficient screening and/or buffering to minimize potential impacts on the non-industrial areas.
- Allocate an appropriate buffering zone between the industrial site and adjacent residential sites.

28

Proposed Land Development and Subdivision Concept

In accordance with the Town's previous MDP and LUB, the subject land was allocated for residential use (Manufactured Homes) as shown in Figure 3 and Figure 4.

According to the amended MDP and LUB the land use has changed from Residential to Light Industrial (I1) and Heavy Industrial (I2).

The proposed subdivision is shown conceptually in Figure 17. The details of lot numbers and sizes to be determined at the subdivision stage.

Figure 17 – The Proposed Industrial Subdivision Concept Plan



The proposed development will create areas for both Light and heavy Industrial uses. This new area will provide opportunities for establishing new businesses and boosting the economic development of the Town. The new development will be located in an attractive environment to accommodate places for businesses that do not cause any unacceptable or dangerous conditions to the community.

- **The Subdivision Concept**

The proposed subdivision concept was prepared by the PCPS team in consultation with the landowner and the City of Eckville as shown in Figure 14. From an economic perspective designing and servicing this property with a cul-de-sac (CDS) is reasonable. A CDS will provide the maximum amount of lot area to be developed. It is also the most cost-effective to service from a roadway, water, and sanitary point of view as less utility main and roadway area is required to construct.

As noted earlier the proposed subdivision plan provided in this report is conceptual only. Lot lines/areas, roadway ROW, required setbacks from existing pipelines and utility ROW will be established through a preliminary engineering design process and be registered as a legal plan through a legal ALS surveyor.

- **Lot Development Standards**

All of the proposed industrial lots will be configured in order to meet the requirements of the Light Industrial district identified in the Town's Land Use Bylaw.

Accordingly, the minimum lot frontage will be 15 meters. The average depth of the proposed lots will be approximately 90 meters.

- **Buffer Zone**

To mitigate any impacts of the proposed industrial subdivision on the neighboring residential properties in the west, the plan provides an appropriate buffer zone, both in terms of size and function, between the proposed development and the existing residential district. The specific size and location of the buffer zone will be determined at the subdivision stage.

Further, the details of utility easement and/or rights-of-way, if required, will be determined at the subdivision stage.



ATTACHMENT



ATTACHMENT 1)

BIOPHYSICAL ASSESSMEN

Eckville Industrial Development Environmental Review

Submitted to:

Tagish Engineering
#104, 230 Lake Street
Red Deer County, AB
T4E 1B9



Submitted by:



Applied Aquatic Research Ltd.
Environmental Services*
Calgary, Alberta



Google Earth Imagery

December 7, 2023
AARES Project: 23-133

EXECUTIVE SUMMARY

Tagish Engineering is proposing the development of a subdivision for industrial lots within SE 21-39-03 W5M (Lacombe County) (Figure 1). The total area of the proposed land is approximately 4.5 hectares. The proposed subdivision is on private lands on the north edge of Eckville, Alberta.

Tagish Engineering retained AAR Environmental Services (AARES) to conduct an Environmental Review to support the development of the planned subdivision for industrial lots. The Environmental Review provides a summary of environmental conditions, issues, and site-specific concerns. AARES conducted a desktop review to determine biophysical site features and to evaluate historical and environmental concerns. Information for this study came from publicly available databases and maps, aerial imagery, and published reports. Field surveys were not completed to supplement this review. The review evaluates regulatory requirements, mitigations, and best practices to minimize environmental effects and ensure that all legislative requirements will be met.

Recommendations provided within this report assume that all necessary approvals are received prior to development. Tagish Engineering will ensure all mitigations associated with approvals are completed.

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Database search results: AGRASID, ACIMS, FWIMS

1 INTRODUCTION

Tagish Engineering retained AAR Environmental Services* (AARES) to complete an Environmental Review of a planned subdivision for industrial lots on the north edge of Eckville, AB (SE 21-39-03-W5M) in Lacombe County (Figure 1). The client plans to construct multiple industrial lots within the project area. An environmental review is required to determine regulatory requirements, mitigations, and best practices to develop the site while protecting the local environment.

AARES conducted the environmental review of the project site to determine biophysical site features and assess historical and environmental concerns based on publicly available databases, aerial imagery, and published reports. The environmental review provides a summary of potential environmental conditions, issues, and site-specific concerns. Typical legislation affecting environmentally sensitive features, construction mitigations, and best practices to avoid issues are discussed.

2 METHODS

2.1 Environmental Review

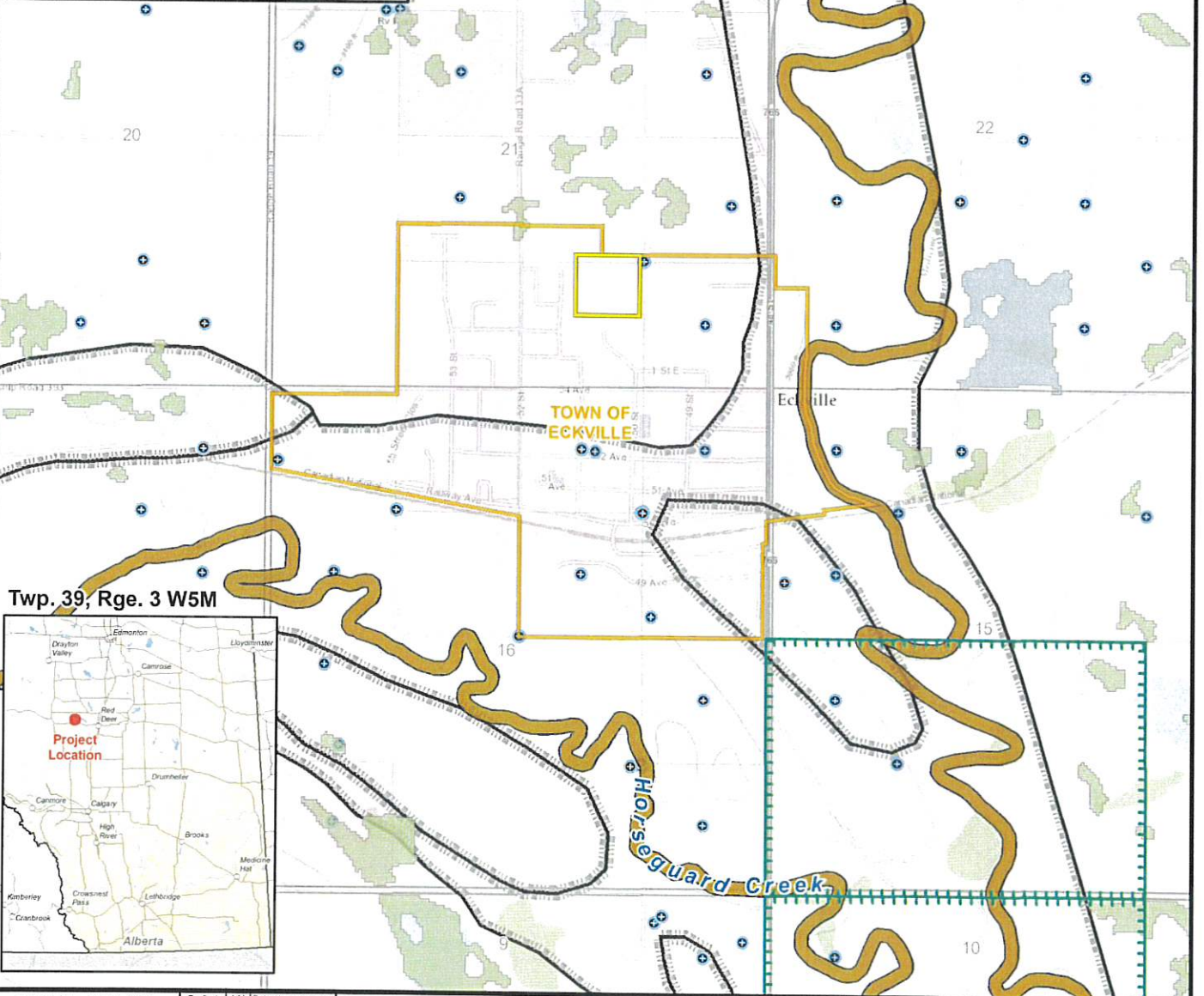
Background reviews of relevant government databases, maps, and aerial photographs of the project area were performed to examine environmental and historical issues within and surrounding the proposed development site. The review addressed the following environmental, regulatory and jurisdiction related requirements:

- Natural Region and Subregion.
- Regional jurisdictions, such as First Nation Reserve Boundary, Alberta Municipalities, natural areas, and provincial or municipal parks.
- Land ownership (private, municipal, crown).
- Provincially mapped sensitive species zones (Alberta Environment and Protected Areas, 2016).
- Fish and Wildlife Information System (FWMIS) records of sensitive wildlife and fish (Alberta Environment and Protected Areas, 2023).
- Alberta Conservation Information Management System (ACIMS) records of rare plants (Alberta Environment and Protected Areas, 2021).
- Alberta Agriculture Soil Information Database (AGRASID) mapping of soils and landforms and identification of areas with soil or terrain constraints.
- Alberta Merged Wetland Inventory of potential wetlands (Alberta Environment and Protected Areas, 2019).
- Review of hydrological mapping of watercourses, lakes, and known springs from Alberta Base Features Spatial Data (AltaLIS, 2021).
- Aerial imagery sourced from ESRI® and the Alberta Environment and Parks (AEP) Air Photo Centre covering several past years, was examined to:
 - Identify and delineate current and historically present wetlands, drainages, and other waterbodies. These water features were delineated on each year of available imagery and combined to determine a best fit boundary for each feature;
 - Identify locations of suitable habitat that may support sensitive wildlife species;
 - Determine current land uses, including croplands, acreages/farmsteads, industrial lands, or native pasture, and assess land use changes and disturbances.
- Federal and provincial regulatory requirements related to identified biophysical features.
- Land use planning objectives or strategies such as applicable watershed and land use plans.
- Areas with soil or terrain constraints based on provincial inventory.

* AARES is a division of Applied Aquatic Research Ltd.

Entire Mapped Area:

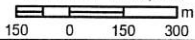
Lacombe County
Land Use Framework Planning Region: Red Deer
White Area
Natural Subregion: Dry Mixedwood (Boreal)
No Wildlife Sensitivity Ranges
No ACIMS in Area
HUC8 Watershed: Medicine River
Whirling Disease Decontamination Zone: Yellow



Twp. 39, Rge. 3 W5M



SCALE: 1:20,000



Data Sources:
ESRI World Topographic Map
ATS Grid: AltaLIS 2007.

*Alberta Merged Wetland Inventory
**AbaData

AAR
Environmental Services



Please contact AARES
for all other sources

Please note that the topographic
map is from 2010 (NRCAN) and
although we have no reason to
doubt the accuracy and completeness
of it, users should be aware of that
discrepancies may be present.

Legend

- Proposed Development
- Water Well
- Class C, RAP: April 16 to June 30
- Listing of Historic Resources
- Town Boundary
- Sand & Gravel Deposit Boundary
- Spills**

AMWI*: Marsh Open Water

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**Regional Location
of the Proposed
Eckville Industrial
Development**

November 2023

REF.: AARES23-133
(INFO)

Figure 1

- Mapped areas with high Historical Resource Values (HRV) per the current Listing of Historical Resources (Government of Alberta, 2023).
- Reported spills and complaint information within the area sourced from AbaData (AbaData, 2023).

3 RESULTS

3.1 Project Information

The proposed site occurs on cleared meadow, adjacent to residential, industrial, and cultivated lands. Desktop review identified one temporary graminoid marsh wetland within the project boundary (Figure 2). Historically, there are photographic records of up to six wetlands or ephemeral waterbodies on site (Figure 3). The total area of the proposed land is approximately 4.5 hectares.

Table 1 describes ownership, jurisdictions, and information on public land uses relevant to development of the project site.

Table 1. Project Information

Project Name	Tagish Eckville Industrial Development
Proponent Name & Contact Information	Tagish Engineering #104, 230 Lake Street Red Deer County, Alberta T4E 1B9
Proposed Project Location	SE 21-39-03-W5M
Road Access	Commercial road west of Highway 766. Residential roads occur to the south and west of the project site within 1 km
Railways	Canadian National Railway is located south within 1 km of the project site
Trails & Pathways	Informal recreational trails travel from Eckville Estates Mobile Home Park east to an unmarked commercial road
Watershed	Medicine River (Class C, RAP from April 16 to June 30 th) is less than 1 km to the east of the project footprint, and connects with Horseguard creek which occurs ~1km to the south of the project footprint (Figure 1)
Natural Region and Subregion¹	Dry Mixedwood Subregion in the Boreal Forest Natural Region
Nearest Municipality	Eckville
Land Ownership or Jurisdictions	The Project occurs on Private land within the Town of Eckville. The surrounding lands are privately owned
White or Green Area	White Area
Alberta Parks, Protected Areas or Recreation Areas	None present within 2 km of the project site
Timber Harvest	N/A
Existing Land Uses	Agricultural, Residential, and Industrial (Figure 2)
Proposed Development	Subdivision for commercial/industrial lots
Relevant Regional & Municipal Development Plans	Lacombe County Land Use Bylaw 1237/17, the Municipal Development Plan for Lacombe County (Bylaw No 1238/17), and the Red Deer Land Use Framework Regional Plan

¹ (Natural Regions Committee, 2006)

² (Alberta Tourism, Parks and Recreation, 2013)



6-21-39-3 W5M

7-21-39-3 W5M

8-21-39-3 W5M

DW02

3-21-39-3 W5M

2-21-39-3 W5M

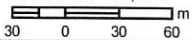
1-21-39-3 W5M

14-16-39-3 W5M

15-16-39-3 W5M

16-16-39-3 W5M

SCALE: 1:4,000



Data Sources:
Imagery: ESRI, Date: 04/17/2021.
ATS Grid: AltaLIS 2007.

*Location based on imagery review.



Please contact AARES
for all other sources

Please note that the imagery is
from 2021 and although we
have no reason to doubt the
accuracy and completeness of
it, users should be aware that
discrepancies may be present.

Legend

Routing:



Proposed Development



100m Buffer

Wetland Delineations*:



Wetland Boundary

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**Biophysical Features
of the Proposed
Eckville Industrial
Development**

December 2023

REF.: AARES23-133
(INFO)

Figure 2



6-21-39-3 W5M

7-21-39-3 W5M

8-21-39-3 W5M

3-21-39-3 W5M

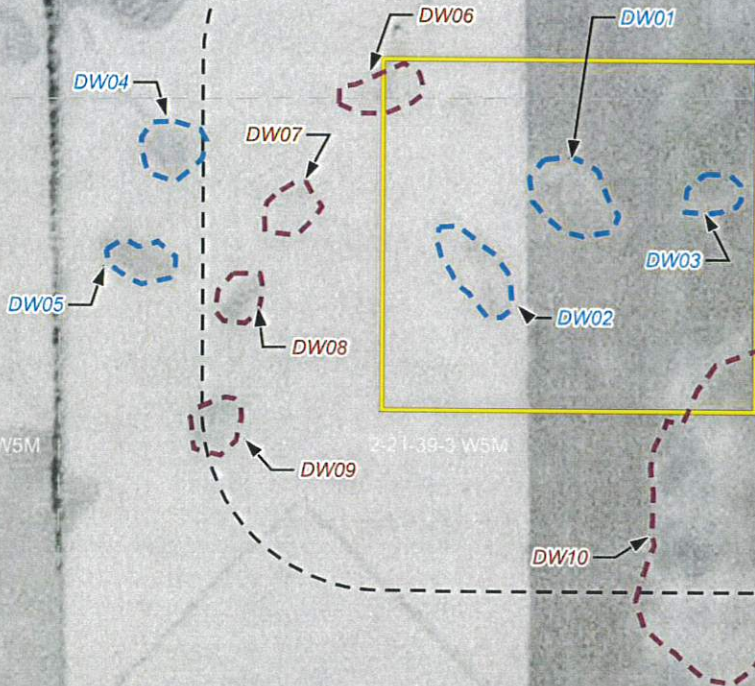
2-21-39-3 W5M

1-21-39-3 W5M

14-16-39-3 W5M

15-16-39-3 W5M

16-16-39-3 W5M



SCALE: 1:4,000
30 0 30 60 m

Data Sources:
Imagery: Aerial photography from
the Air Photo Distribution Office, Alberta
Environment and Parks (Under Crown copyright)

Date: 09/23/1976.
ATS Grid: AltaLIS 2007.
*Location based on historical imagery review.





Please contact AARES
for all other sources

Please note that the imagery is
from 2021 and although we
have no reason to doubt the
accuracy and completeness of
it, users should be aware that
discrepancies may be present.

Legend

Routing:

-  Proposed Development
-  100m Buffer

Wetland Delineations*:

-  Wetland Boundary
-  Ephemeral Waterbody

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ENGINEERING

**Historical Wetland Delineations
of the Proposed Eckville
Industrial Development**

November 2023

REF.: AARES23-133
(INFO)

Figure 3

3.2 Environmental Review

Environmental and cultural features identified in the desktop review are provided in Table 2.

Table 2. Desktop Review Results

Wildlife Sensitivity Ranges ¹	No wildlife sensitivity ranges
FWMIS Observations Within 1 km ²	Fish inventory: No species records Wildlife Inventory: No species records
Rare Plants Within 1 km ³	An ACIMS search indicated no occurrences of rare plants or other element occurrences in the vicinity of the proposed development
Clubroot Potential	Mapping provided on the Government of Alberta website (Government of Alberta, 2021) shows clubroot has been detected with the vicinity of the project site representing a moderate risk for clubroot contamination and spread
Invasive/Weed Plants	Several noxious weeds are known to occur in this area. These occur on disturbed lands, crop field edges, and roadsides. Some species of concern likely to occur around the proposed area include Canada Thistle, Common Tansy, Scentless Chamomile, Ox Eye Daisy, and Perennial Sow Thistle. Other invasive plants including common dandelion and quackgrass are also common
Listing of Historic Resources ⁴	No Historical Resources are listed in the area. Historical Resources are listed southeast of the project (Figure 1). All industrial facility projects require submission of a Historic Resources Application as there is potential for the disruption or loss of historical artifacts and archaeological resources during topsoil stripping
Environmentally Significant Areas ⁵	There are no Environmentally Significant Areas (ESAs) within the project area
Whirling Disease Decontamination Zone ⁷	Yellow
Landscape and Soils Data: Agricultural Regions of Alberta Soil Inventory Database (AGRASID) ⁸	Soil polygon 17512 covers the northern half of the project area. The landscape is undulating with high relief and is dominated by Orthic Dark Gray Chernozem on Medium textured sediments deposited by wind and water. Soil polygon 17520 covers the southern portion of the project area. The land is disturbed and is dominated by miscellaneous undifferentiated mineral soils
Sand & Gravel Deposits ⁹	There are no sand and gravel deposits within the project area. Sand & gravel deposits are present in surrounding areas (Figure 1)
Wells ¹⁰	One water well is overlapping with the project boundary (Figure 1). Numerous water wells are within the surrounding areas (Figure 1)
Springs ¹¹	No springs were identified during the environmental review
Alberta Merged Wetland Inventory	No wetlands identified on the project site from this source
Spills and Complaints ¹²	Spills have been reported within and surrounding the project area (Figure 1). All listed spills have been fully remediated.

¹ (Alberta Environment and Protected Areas, 2021)

² (Alberta Environment and Protected Areas, 2021)

³ (Alberta Conservation Information Management System, 2017)

⁴ (Government of Alberta, 2022)

⁵ (Alberta Tourism, Parks and Recreation, 2014)

⁷ (Alberta Environment and Protected Areas, 2020)

⁸ (Alberta Agriculture and Forestry, 2021)

⁹ (Alberta Geological Survey, 2009)

¹⁰ (Government of Alberta, 2021)

¹¹ (Energy Resources Conservation Board, 2009)

¹² (AbaData, 2023)

Land Use, Jurisdiction and Ownership

The project occurs within the White Area of the province, in the Dry Mixedwood Subregion in the Boreal Forest Natural Region (Government of Alberta, 2000), and within the Medicine River Hydraulic Unit Code 8 Watershed (Government of Alberta, 2021).

The proposed site occurs on private lands in the Town of Eckville, Lacombe County, Alberta. The project site is within the intersection of residential roads within the Eckville Estates Mobile Home Park and an unmarked commercial road that exits Highway 766. The proposed site occurs on cleared meadow, adjacent to residential, industrial, and cultivated lands (Table 1; Figure 2).

The project occurs within the Red Deer Land Use Framework Planning Region. The Red Deer Regional Plan is not yet in place (Government of Alberta, 2016). The project site occurs within Lacombe County and will be subject to the Lacombe County Land Use Bylaw and the Municipal Development Plan for Lacombe county (Lacombe County, 2023a); (Lacombe County, 2023b). No provincial parks or other protected areas are traversed by the proposed Recreational Site.

Topography, Soils and Terrain

Soil polygons traversed by the proposed recreational areas are summarized Table 2. The soil polygons and dominant soil types are described below as per information from Agricultural Regions of Alberta Soil Inventory Database (AGRASID) (Alberta Soil Information Centre (ASIC), 2014):

- a) 17512: Orthic Dark Gray Chernozem on medium textured (Loam and Silty-Loam) derived from sediments deposited by wind and water (RMY). Includes soils that are coarser textured than the dominant or co-dominant soils. Undulating, high relief landform with a limiting slope of 4%.
- b) 17520: Miscellaneous undifferentiated mineral soils (ZUN) and is considered disturbed land. Includes soils that are not strongly contrasting from the dominant or co-dominant soils.

The site has the highest elevation in the northwest and a gentle slope facing southeast. Slopes within the area are shallow to gentle, < 5 % gradient.

Wildlife and Fish

The Project is not located within any Provincial Wildlife Sensitivity Ranges. A FWMIS search confirms that there have been no sensitive species observed within 1 km of the project site (Alberta Environment and Protected Areas, 2023).

Vegetation

Alberta Conservation Information Management System (ACIMS) records list no observed rare plants in the township that encompasses Eckville and the surrounding area (Alberta Environment and Protected Areas, 2021). Several noxious weeds are known to occur on disturbed lands, pastures, meadows, roadsides, urban areas, non-crop areas, and industrial sites (Government of Alberta, 2011). Some species of concern that are likely to occur around the proposed area include Canada Thistle, Scentless Chamomile, Ox Eye Daisy, and Perennial Sow Thistle. Other common invasive plants include common dandelion and quackgrass (Government of Alberta, 2011).

Important Environmental Features

The planned construction site is not within an Environmentally Significant Area. Specific features of importance include a temporary graminoid marsh within the project site (Figure 2). No watercourses occur throughout the proposed project site. Medicine River is 1 km east of the project site, connecting to Horseguard Creek. A water well is overlapping with the northeast corner of the project boundary (Figure 1). Informal recreational trails travel from Eckville Estates Mobile Home Park east to an unmarked commercial road nearby the project site.

Historical Resources

No Historical Resources are reported within the project site; however, Historical Resources are listed over 1 km southeast of the project footprint (Figure 1). All industrial facilities require a Historical Resources Application, regardless of Historical Resource Value.

Spills and Complaints

There are spills previously recorded in the project footprint and in the surrounding area (Figure 1). All reported incidents within the project site have been cleaned-up and the last reported incident took place in 1998.

3.3 Biophysical Review

Land Use and Vegetation

The Project Site is an open, grassy meadow adjacent to an agricultural field to the north, industrial land to the east and a residential area to the south and west, with a line of trees occurring southeast outside the project footprint.

The habitats around the area, such as the two watercourses, provide adequate habitat for species such as furbearers (Weasels, Muskrat, Beaver etc.), ungulates (Moose and White-tailed Deer), and predators such as Coyotes and Red Fox; however, the project site is considered low quality habitat due to past project disturbances. As there are no overlapping sensitive wildlife zones, wildlife surveys are not required. Wildlife surveys or predevelopment sweeps are a best management practice to ensure no wildlife or nesting/denning features will be harmed, and to stay in compliance with the *Wildlife Act*.

Hydrology: Wetlands, Waterbodies and Drainages

A desktop delineation of potential wetlands within the project area was conducted, as per the Alberta Wetland Identification and Delineation Directive (Government of Alberta, 2015). This process included a time series of photographs (eight years total) that represented wetland hydrology and vegetation in wet, moderate, and dry conditions. The photographs obtained for the proposed recreational area options were from the years 1950, 1962, 1976, 1982, 1999, 2001, 2007 and 2021. Photographs were obtained from the Alberta Air Photo Library and the most recent aerial image was obtained from ESRI® as per AARES' GIS license.

The desktop review identified the boundaries and classifications of all detectable wetlands, other waterbodies (ephemeral waterbodies and anthropogenic water bodies or dugouts), and drainages that may be traversed by the project (Table 3). The location and boundaries of the desktop delineated wetlands are provided in Figure 3. A total of 2 ephemeral waterbodies were observed in the project area. Additionally, 3 temporary marsh wetlands were observed in the project area. The location and boundaries of the desktop delineated wetlands are provided in Figure 3. The photographic record showed changes to waterbodies over the years due to developments and agricultural land practices. No springs were identified near project from desktop sources.

Permanent or temporary wetland disturbances require a *Water Act* approval supported by a Wetland Assessment Impact Report (WAIR). Field data would need to be obtained to confirm occurrence of the wetland, and then to do a final classification, delineation, and functional assessment. Wetlands that can be fully avoided, including an appropriate setback to prevent offsite effects, do not require a *Water Act* approval. Ephemeral waterbodies, dugouts, and drainages are also subject to the *Act* for direct or indirect impacts. Note that features determined to be unnatural are not subject to the Wetland Policy but still require *Water Act* approval for disturbances or other alterations.

Table 3. Results of the Aerial Imagery Review

Feature	Results
Wetlands and Waterbodies	<ul style="list-style-type: none"> • DW01: Temporary Marsh • DW02: Temporary Marsh • DW03: Temporary Marsh • DW04: Temporary Marsh • DW05: Temporary Marsh • DW06: Ephemeral Waterbody • DW07: Ephemeral Waterbody • DW08: Ephemeral Waterbody • DW09: Ephemeral Waterbody • DW10: Ephemeral Waterbody
Watercourses and Draws	<ul style="list-style-type: none"> • There are no watercourses occurring within the proposed project area. Medicine River is ~1 km east of the project area (Figure 1).
Artificial Drainages and Ditches	<ul style="list-style-type: none"> • None observed in or near the project area
Topography	<ul style="list-style-type: none"> • The land gently slopes to the southeast but is essentially flat in the project site. Poorly drained soils occur in low lying areas.
Potential Wildlife Habitat	<ul style="list-style-type: none"> • Treed and shrubby areas and along the two watercourses provide suitable habitat for wildlife such as songbirds, furbearers (Weasels, Muskrat, Beaver etc.), ungulates (Moose and White-tailed Deer), and predators such as Coyotes and Red Fox.
Potential Fish Habitat	<ul style="list-style-type: none"> • No suitable fish habitat occurs within the project area.
Vegetation Communities and Land Uses	<ul style="list-style-type: none"> • The project site is a disturbed open meadow. Surrounding lands support cultivated croplands and municipal land uses.
Patch Size and Connectivity	<ul style="list-style-type: none"> • Wildlife connectivity occurs to the north into agricultural fields and to the east, through open yards and recreation lands toward Medicine River, but would require crossing Highway 766.

Unauthorized Activities in Waterbodies

Historical changes in wetland size and occurrence were investigated to determine if any waterbodies were removed between 2000 and present-day. Changes in this period could be out of compliance with the *Water Act* (which has been in force since 2000) and subject to investigation. In the case of removals due to routine agricultural practices (i.e., cultivating through wetlands in dry years) it is uncertain if the removal would require investigation. Land purchased from farming operations have often had undocumented ditches to drain wetlands, dams, or dugouts in the wetlands to obtain surface water, water pumps to obtain irrigation water, or have included cultivation and cropping within wetlands or use of wetlands for livestock grazing. Since most of these activities initially began in the years before 2000, these are not considered out of compliance. It is usually issues like constructing large ditches to drain water, infilling/dumping, building berms, dikes, or roads that would be unauthorized and which would be the responsibility of the current landowner.

Any potential unauthorized disturbances or modifications to wetlands must be documented. If activities can be shown (through imagery review) to have occurred on or after year 2000, and if there is no record of an approval, the activity may be out of compliance with the *Act* and should be reported to Alberta Environment and Protected Areas (EPA). If there are compliance issues, they will need to be addressed and resolved before a *Water Act* application can be submitted for the same wetland(s).

Historical imagery shows evidence of numerous wetlands and ephemeral waterbodies within the project area from 1950-2007 (Figure 3). The historical review showed that some of these wetlands were removed due to development in the area prior to 2000, and would not have been subject to the *Act*. However, two wetlands (DW02 and DW03; Figure 3) appear to have been fully (DW03) or partially (DW02) removed since 2007 when the *Water Act* was in force. As the wetlands were likely affected prior to 2015, they would not have been subject to the current Alberta Wetland Policy. However, they would have been covered under the Interim Wetland Policy

and would have been subject to compensation requirements. Additionally, a check of the Alberta Approvals Authorization Viewer indicates that there are no existing Water Act Approvals for wetland removal within the project area. However, not all past Water Act approvals can be found online. Based on this evidence, it is advised that the Town of Eckville review their records to see if effects on these two wetlands were approved under the *Water Act*, and if not, they are advised to self-report these to EPA as potential unauthorized wetland disturbances.

Some proponents prefer not to self-report immediately; however, information on history of the site will eventually be required as part of a wetland assessment impact report (WAIR) and *Water Act* application. If a proponent waits until *Water Act* application submission to disclose a potential non-compliance, or if an undisclosed non-compliance is noted during the initial review by a provincial regulator, the application would then be withdrawn until an investigation is launched and the issue is resolved which may take several months. These investigations are part of the normal assessment process.

A compliance investigation for unauthorized impacts to a water body is initiated by calling the *Provincial Environmental Hotline* to report the issue. Next a *7-day letter* must also be submitted (within 7 days) to provide any additional information that needs to be considered in assessing the issue. An environmental protection officer and number will be assigned to the case. The officer may contact the proponent for additional information and will complete an investigation. Upon completion, a proponent may be required to remediate or restore a degraded wetland site, including development of design plans and any required site modifications (e.g., removing a berm to restore water flow). The officer may ask for a report showing the work is completed or may inspect the site before closing the case. In some cases, the investigation can be resolved following payment of wetland compensation fees that would have been required at the time of disturbance. Once a case is closed, a *Water Act* application can then be submitted to remove onsite wetlands.

4 DISCUSSION

4.1 Environmental Issues and Concerns at the Project Site

The most important issues identified are:

- Presence of a wetland that will need to be assessed for effects and approved under the *Water Act* if removed or altered by the project. Detailed wetland field assessment will be required to prepare a WAIR and *Water Act* application.
- Past disturbances and removals of wetlands may also be subject to the *Water Act* and require a compliance investigation by EPA.
- Wildlife surveys are recommended to be completed along with the wetland assessments and to ensure due diligence under the Wildlife Act is achieved and that no wildlife or their dens or nests are harmed during the site development.
- Weeds are known to occur in the area and mitigations (see below) should be used to prevent establishment and spread.
- Soils will need to be stripped during the project. Care needs to be taken not to spread soil between fields to prevent spread of Clubroot.
- Historical Resources Clearance will be required prior to stripping soils at the project site. Due to potential for significant features nearby, an Historical Resources Impact Assessment (HRIA) may be required.
- Disturbance from construction (i.e., removal of vegetation) within and adjacent to suitable habitat may decrease connectivity, which can influence wildlife movements.

4.2 Municipal Bylaws and Guidelines Review

Municipal permits and approvals (e.g., right-of-way acquisition, landowner agreements, crossing agreements, proximity agreements, development permits, stripping and grading permits) may be required. Consultation with the Town of Eckville and with a land agent is recommended to ensure that all applicable permits and/or approvals are in place prior to construction start.

4.3 Provincial Regulations Review

Landforms and soils

Soil must be conserved under the Alberta Soil Conservation Act (Government of Alberta, 2022).

Water Act

Water Act approval is required for direct and indirect disturbances to wetlands and other waterbodies. A Code of Practice notification is needed to permit watercourse crossings following standard conditions and best management practices. For approvals of wetland disturbances or crossings, additional requirements under the Alberta Wetland Policy and its Directives must be followed.

The Alberta Wetland Policy dictates that all development must avoid or minimize impacts to wetland habitats or provide replacement for unavoidable impacts (Environment and Sustainable Resource Development, 2013). Alberta Environment and Protected Areas requires *Water Act* approval for permanent disturbances to wetlands. A Wetland Assessment and Impact Report must be included as part of the application.

Historical Resources Act (HRA)

This Act protects historical, archaeological, and paleontological resources. An application for HRA Clearance will need to be in place prior to any land clearing and topsoil stripping (Government of Alberta, 2000). If historical resources are likely to be affected, Alberta Culture, which administers the Act, may require completion of an Historical Resources Impact Assessment prior to issuing Clearance.

Wildlife Act

This Act protects active nest or den sites of specific wildlife species and prohibits the harming of designated wildlife species. A wildlife sweep, as per the Provincial Wildlife Sweep Protocol (Government of Alberta, 2020), is recommended if land clearing occurs in the higher risk breeding period for provincially managed wildlife from March 01 to August 30, and is required if activities occur on Crown land.

The provincial Wildlife Act requires protection of wildlife species listed under this act (Government of Alberta, 2000). Proponents that result in death, harm, or harassment of wildlife under the provincial or federal Acts (see below) can be assessed fines or this may result in a stop work order. Alberta's Wildlife Act protects selected mammals, amphibians, reptiles, and birds that are excluded from other legislation, such as the Migratory Bird Convention Act (MBCA) (Government of Canada, 1994). The Act states that "no wildlife house, nest or den shall be disturbed or destroyed" (Government of Alberta, 2000). This includes nests of endangered and threatened birds, raptors, upland game birds, all birds protected under the MBCA, and nests within wildlife sanctuaries, as well as certain mammal dens or burrows.

Weed Control Act

The Government of Alberta prohibits the use and spread of weeds through the Weed Control Act (WCA). It states that prohibited noxious weeds and noxious weeds must be destroyed or controlled, respectively (Government of Alberta, 2008). Weeds and invasive species are regulated under the Weed Control Act lists of Prohibited Noxious and Noxious species are provided in the Weed Control Regulation (Government of

Alberta, 2010). The Weed Control Act prescribes activities that must be undertaken should a Noxious or Prohibited Noxious weed be encountered. Weed control methods, including use of herbicides or pesticides, must comply with the Environmental Code of Practice for Pesticides (Government of Alberta, 2010).

4.4 Federal Regulations Review

Species at Risk Act

This Act protects all federally listed threatened and endangered wildlife and wildlife habitat. It does not apply on provincial lands except for listed aquatic species, migratory birds protected under the Migratory Birds Convention Act, or species for which there is a federal protection order in place. An approval is not required, but a project proponent must ensure that no harm comes to species protected by this Act.

Migratory Birds Convention Act

This act protects migratory birds, their eggs, young, nests and nest shelters. The higher risk period for potential issues with migratory bird nesting is between April 19 to August 28 (nesting zone B4). It is recommended that a qualified biologist be consulted for a pre-construction wildlife sweep, within seven days prior to any clearing or construction activities if clearing is to occur during the spring to summer breeding season (April 19 to August 28).

4.5 Suggested Mitigations and Best Practices to Protect Environmental Values

General

- Prepare a spill prevention and response plan. Maintain a hydrocarbon spill containment kit on site. Ensure that operators or on-site construction personnel are trained to contain spills or leakage from equipment.
- Refueling of equipment or vehicles will be conducted on roadsides rather than on agricultural land, if feasible.
- An Erosion and Sediment Control (ESC) Plan will be prepared and implemented prior to construction to protect wetlands. Continuously inspect and repair, if needed.
- An experienced Environmental Monitor should be on site to ensure mitigation measures are implemented.

Soils and Terrain

- Salvage all available topsoil to depths identified during a predevelopment soil survey. Store topsoil and subsoil separately. Avoid mixing soils. Keep wetland soils separate from upland soils.
- Suspend operations during heavy rain or wet ground conditions.
- Minimize equipment access in non-stripped soils to avoid compaction.
- During construction, best management practices (BMPs) for clubroot disease management will be followed. These include ensuring soils are not spread from one fenced field to another. A pre-development clubroot survey is recommended.
- Grade away from wetlands to minimize introduction of soil and organic debris.
- Inspect reclaimed soils and remediate any bare/eroding areas.

Vegetation

- Minimize travel in areas that are not planned for disturbance.
- If travel needs to occur in vegetated areas, complete work during dry or frozen conditions to minimize effects on living plants or use swamp mats to protect vegetation in saturated areas.
- If rare plants are identified, flag or fence the area until the plant can be confirmed by a qualified biologist. Determine and implement a species-specific mitigation strategy.

- A pre-construction weed survey should be completed. Clearly mark locations with known weed infestations with staking, flagging, or signage.
- Noxious and Prohibited Noxious weeds will be managed to comply with the Weed Control Act and Weed Control Regulations (Government of Alberta, 2008; Government of Alberta, 2010)
- All machinery that will be used on site should be cleaned before arrival to ensure that weed seeds and other propagules (e.g., pieces of root) are not brought into the project area.
- All cut weeds should be bagged and sent to landfill before replacement of topsoil.
- Weed growth on stripped areas and topsoil piles will be monitored during construction and corrective measures will be conducted.
- Final reclamation of features such as ditches and medians will be seeded with species that meet municipal requirements.
- Use only Certified Canada No. 1 seed from a local source and retain the Certificates of Analysis for future documentation.
- For native seed, obtain the highest-grade seed available.
- Seed mixes must be free of regulated weed species.
- For areas to be seeded with an agronomic seed mix, use a fertilizer appropriate for the land use.

Wildlife

- Wildlife surveys are recommended for species protected under government legislation (e.g., federal Migratory Birds Convention Act (Government of Canada, 1994), Alberta Wildlife Act (Government of Alberta, 2000) and/or the federal Species at Risk Act (Government of Canada, 2002) to identify their presence and any site-specific habitats, following Alberta Sensitive Species Inventory Guidelines (Government of Alberta, 2013).
- Surveys are recommended for species groups included in overlapping provincial sensitive species layers, if suitable habitat is present.
- If sensitive wildlife, or wildlife habitat features (nests, dense, mineral licks) are observed during sweeps or surveys, specific mitigation measures such as timing constraints or buffer zones will be required to reduce effects (Government of Alberta, 2011; Government of Canada, 2018; Government of Canada, 2019). If an unoccupied migratory bird nest is intact at the time of clearing, an application to remove the nest may be submitted to Canadian Wildlife Service.
- Schedule field activities, such as clearing, to avoid sensitive migratory bird periods (April 19 to August 28). Avoid clearing tree or shrub patches, or any habitat that may contain nests, during this period. Under the Migratory Birds Convention Act, nests of migratory birds are protected until the birds have left the nest and the nest has been abandoned.
- Wildlife should not be harassed or fed. Garbage that may attract wildlife should be cleaned up daily.
- If construction is scheduled to occur within this high-risk period, a pre-construction wildlife sweep should be conducted prior to the onset of any construction activities within 7 days.
- If a sensitive raptor species is nesting within 1000 m or a non-sensitive raptor is within 100 m, consultation with an EPA Biologist is recommended to determine mitigation and monitoring options. Setbacks for other sensitive and managed species will also be determined if encountered.
- Wildlife sweeps should be repeated if activities are shut down for a week or more on site. If an environmental inspector continues to monitor the site every few days, additional sweeps are not required.
- Noise from construction activities should be minimized to reduce site avoidance by wildlife, by keeping equipment in good working condition and avoiding high revving of engines.

Wetlands and Waterbodies

- Construction in/adjacent to temporarily affected wetland areas should occur under dry or frozen conditions to prevent damage to soils.
- Flag the edge of the wetland before any site disturbance activities in the vicinity of wetlands. Maintain staking and flagging or fencing throughout construction, if feasible. Limit traffic near the flagged area.

- Wetland crossing methods will be limited to the use of matting or geotextiles if wetlands are not dry and frozen. When possible, travel around wetlands rather than crossing.
- Activities conducted adjacent to and within wetlands will be done in a manner that will not result in the deposition or placement of debris, soil, or deleterious materials.
- Install effective sediment and erosion control measures before starting work to prevent entry of sediment into wetlands.
- Ensure proper spill containment measures are in place prior to construction.
- Do not store soil topsoil and subsoil piles or equipment within the boundaries of a wetland.
- All equipment will be clean and free of mud, vegetation, and seeds prior to arrival on site and before departure from site to reduce the spread of weeds from/to wetlands.
- Equipment and machines should not be fueled, washed, or serviced within the 100 m of wetlands.
- Temporarily disturbed wetlands will be recontoured to its pre-construction profile.
- Below the high-water mark, wetlands will be left unseeded to reclaim naturally.
- Post-construction monitoring should be implemented following the growing season to assess vegetation recovery in wetlands.

Historical Resources

- Historical Resources Clearance will be required prior to stripping and grading of soils.
- All requirements stated in the signed response letter generated by Alberta Culture must be adhered to.
- The discovery of any archaeological or palaeontological resources will be reported as required under Section 31 of the Historical Resources Act (Government of Alberta, 2000).

4.6 Regional Planning Initiatives

Site development should align with the Lacombe County Land Use By-Law (By-Law No. 1237/17) (Lacombe County, 2023a), and the Lacombe County Municipal Development Plan (Bylaw No. 1238/17) (Lacombe County, 2023b). The project location is also within the Red Deer Land Use Framework Regional Plan (not yet in force) (Government of Alberta, 2016). These plans outline how land within the municipality is used and a list of developmental priorities.

4.7 CLOSURE

Please do not hesitate to contact us if you have any questions. We can be reached at (403) 294-0488, or by email at wbessie@aares.ca.

Sincerely,

Applied Aquatic Research Ltd.

Prepared by:



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Nicole Morrison, B.Sc.
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Reviewed by:



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Senior Terrestrial Ecologist

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Appendices: Data Base Search Results

Date: 14/11/2023

Requestor: Consultant

Reason for Request: Environmental Assessment

SEC: 21 TWP: 039 RGE: 03 MER: 5



■ Non-sensitive EOs (updated: June 2022)

M_RR_TTT_SS	EO_ID	ECODE	S_RANK	SNAME	SCOMNAME	LAST_OBS_D
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No Non-sensitive EOs Found: Next Steps - See FAQ (<https://www.albertaparks.ca/albertaparksca/management-land-use/alberta-conservation-information-management-system-acims/faqs.aspx#2> - Process)

■ Sensitive EOs (updated: June 2022)

M-RR-TTT	EO_ID	ECODE	S_RANK	SNAME	SCOMNAME	LAST_OBS_D
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No Sensitive EOs Found: Next Steps - See FAQ (<https://www.albertaparks.ca/albertaparksca/management-land-use/alberta-conservation-information-management-system-acims/faqs.aspx#2> - Process)

Updated: Aug 31, 2022

55

Fish and Wildlife Internet Mapping Tool (FWIMT)

(source database: Fish and Wildlife Management Information System (FWMIS))

Species Summary Report

Report Date: 14-Nov-2023 11:27

Species present within the current extent

Fish Inventory

No Species Found in Search Extent

Wildlife Inventory

No Species Found in Search Extent

Stocked Inventory

No Species Found in Search Extent

Buffer Extent

Centroid (X,Y)	Projection	Centroid (Qtr Sec Twp Rng Mer)	Radius or Dimensions
543033, 5799716	10-TM AEP Forest	SE 21 39 3 5	1 kilometers

Contact Information

For contact information, please visit:
<https://www.alberta.ca/fisheries-and-wildlife-management-contacts.aspx>



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Search

General Information

Select polygons on the map

17512

Variable	Value
POLY_ID	17512
Map Unit Name	RMV6/U1h
Landform	U1h - undulating - high relief
LSRS Rating (Spring Grains)	2H(10)

Landscape Model Descriptions:

Orthic Dark Gray Chernozem on medium textured (L, SiL) sediments deposited by wind and water (RMV).
The polygon includes soils that are coarser textured than the dominant or co-dominant soils (6).
Undulating, high relief landform with a limiting slope of 4% (U1h).

Image

Landform Model

Landform Profile

Export to PDF

Basemap Layers Measure Markup Print Import/Export

Lat: 52.36726° Long: -114.38362° Scale: 1:18,056

58/11



General Information

Select polygons on the map

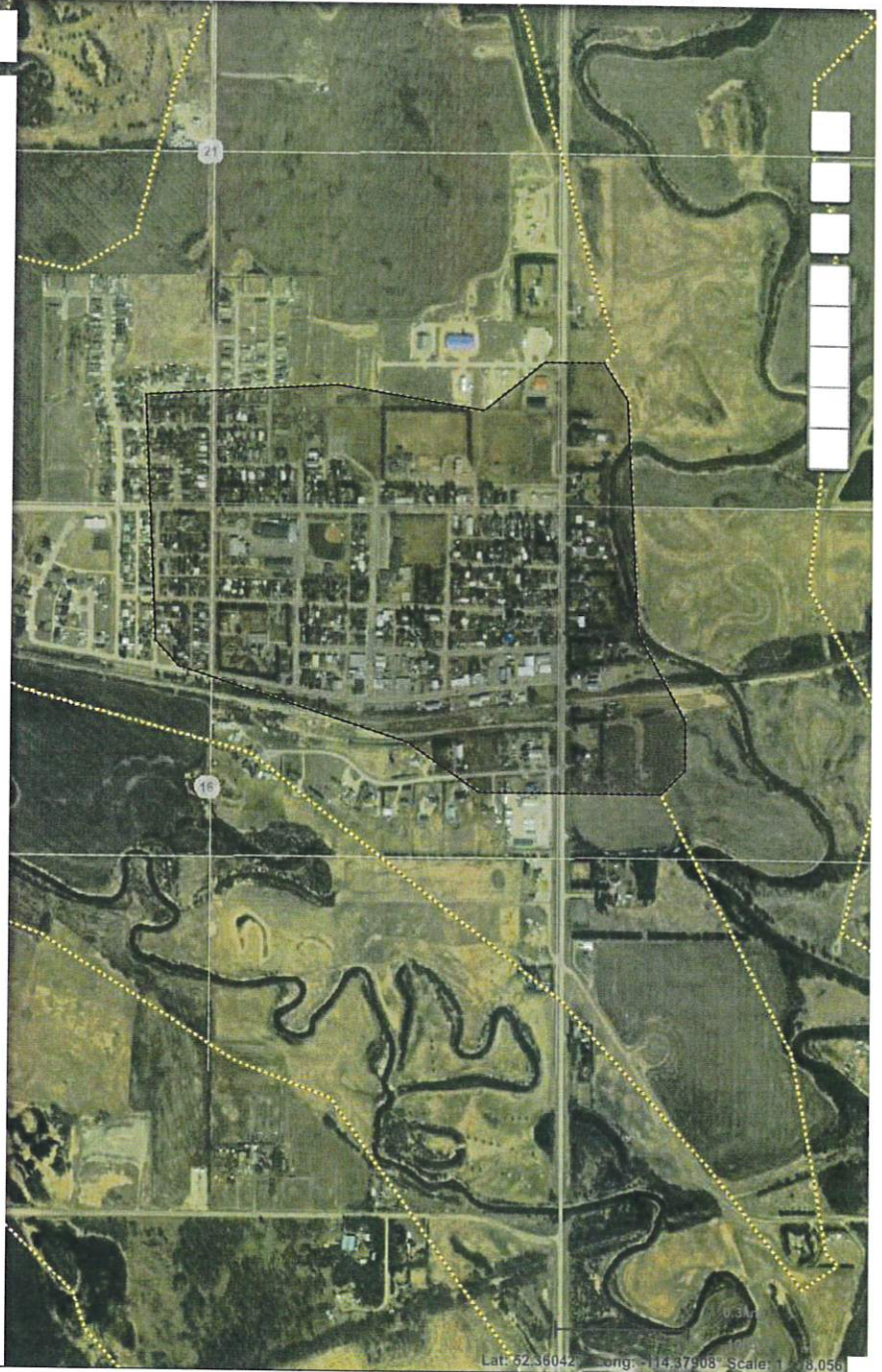
17520

Variable	Value
POLY_ID	17520
Map Unit Name	ZDL1/DL
Landform	DL - disturbed land
LSRS Rating (Spring Grains)	NR(10)

Landscape Model Descriptions:

Miscellaneous undifferentiated mineral soils (ZUN).
The polygon may include soils that are not strongly
contrasting from the dominant or co-dominant soils (1).
Disturbed land (urban, open pit mines, gravel pits) (DL).

No image available for this polygon.
No landform model available for this polygon.
Sorry, no landform profile information for soil polygon 17520/
Landform DL - disturbed land



Basemap Layers Measure Markup Print Import/Export

Lat: 52.36042, Long: -114.37908, Scale: 1 : 8,056

TOWN OF ECKVILLE

SCHEDULE A LAND USE DISTRICT MAP



FEBRUARY 2010
SCALE 1:10,000

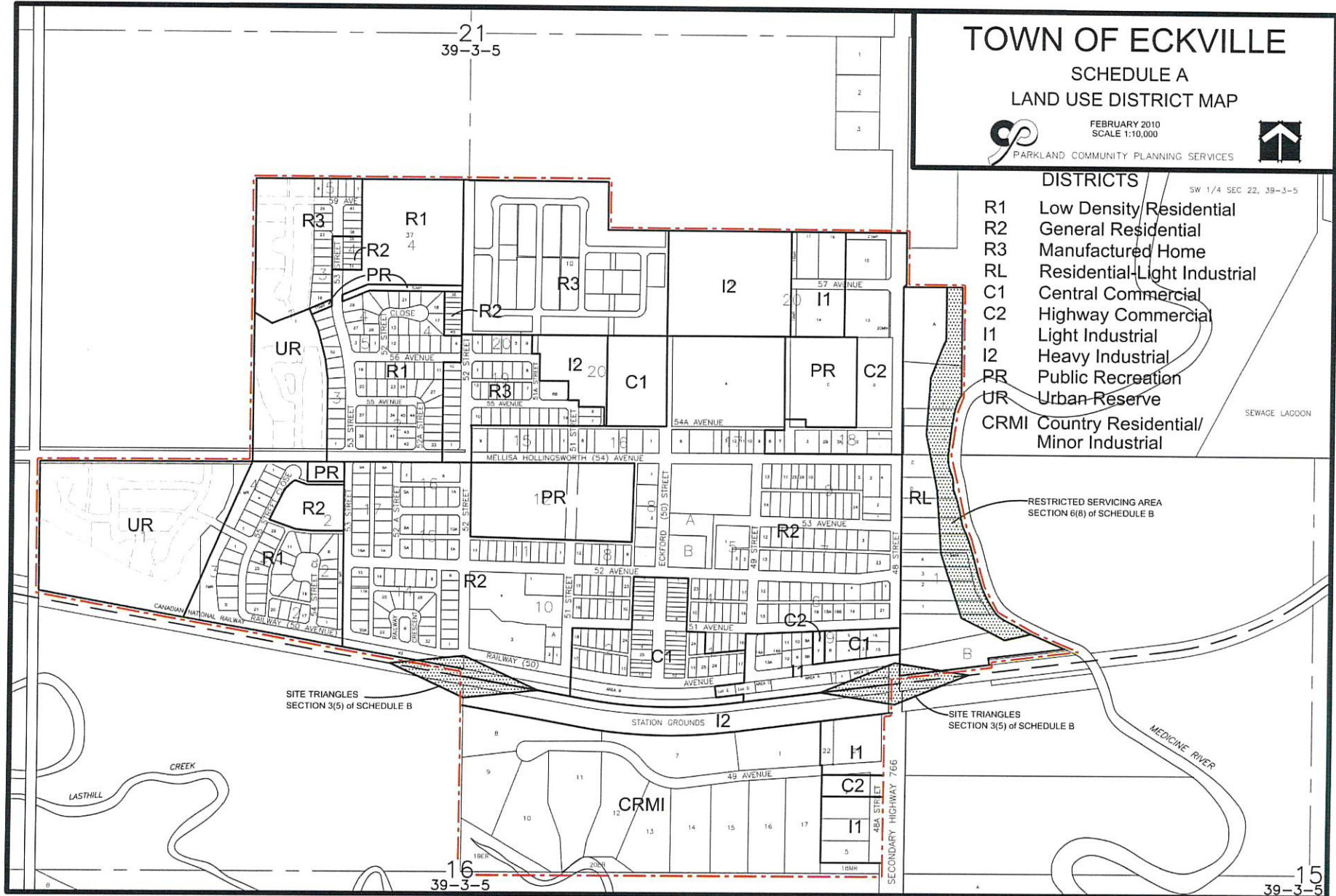
PARKLAND COMMUNITY PLANNING SERVICES



DISTRICTS

SW 1/4 SEC 22, 39-3-5

- R1 Low Density Residential
- R2 General Residential
- R3 Manufactured Home
- RL Residential-Light Industrial
- C1 Central Commercial
- C2 Highway Commercial
- I1 Light Industrial
- I2 Heavy Industrial
- PR Public Recreation
- UR Urban Reserve
- CRMI Country Residential/Minor Industrial





ATTACHMENT 2)

STORMWATER MANAGEMENT PLAN

Proposed Amendment to the Kilian Estates Water Management Plan

September 2024



ECK01

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1.0 Location

The project area is located in the Town of Eckville on Lot 10 Block 20 Plan 892 0768 and is the undeveloped eastern portion of the Eckville Estates Mobile Home Park formerly known as "Kilian Estates". The lot is located at the west end of 57 Avenue, west of Secondary Highway 766 and will be a continuation of the existing industrial subdivision. To the north of the site is farmland.

2.0 Background

This report is written as an amendment to the Kilian Estates Water Management Plan report, which was submitted to Alberta Environment for approval on October 14, 2003 with additional appendices provided on October 31, 2003. The File No. for this report is 631-46. The owner is proposing to convert an undeveloped portion of the Eckville Estates Mobile Home Park to industrial lots and the Town has requested that the owner develop a stormwater management facility to meet Alberta Environment Standards. The new stormwater facility will outlet into an existing storm main that runs along the south boundary of the adjacent lot. The town's main was sized with consideration that this subdivision would develop.

3.0 Previous Study

Tagish Engineering has previously completed a stormwater management report for the "Kilian Estates" mobile home park in 2003 (See Appendix D). The Kilian Estates Water Management Plan report was developed for the storm water management of the mobile home park, under the assumption that the entire area would become residential development. The catchment basin of the Kilian Estates report is the entirety of the mobile home park, totaling 10.56 ha. This catchment area will be the same for the new stormwater facility. This report indicated a requirement of an 800m³ sedimentation forebay and a 1080m³ dry storm pond, for a total storage of 1880m³, with a release rate of 332 L/s.

4.0 Existing Conditions

The existing site is an undeveloped portion of the Eckville Estates Mobile Home Park (See Existing Conditions Figure 1, Appendix A). The site gently grades from the northwest to the southeast to an existing storm pond on the southeast corner. There is also a storm ditch that collects water from the south end of the mobile home park and transports it to the existing storm pond. The existing storm pond outlets into the existing storm main to the east.

5.0 Proposed Site Design

The proposed design is intended to provide the required storage for the increase in runoff between the pre-development and post-development conditions. The new stormwater facility will entail a replacement of the existing stormwater facility, as it encompasses the same catchment basin as the previous facility. There will however be a higher overall runoff coefficient for the design as the new development will be industrial, as opposed to residential. As the surrounding lots do not contribute runoff to this site, no additional storage will be required to accommodate offsite flow. The stormwater facility will consist of five small dry ponds on the surrounding edges of the development. (See Stormwater Facility Design Figure 2, Appendix B). Each pond will contribute to the total storage and drain into the next pond via a small culvert until finally reaching the southeast corner of the lot. From there it will outlet to the existing storm main to the east, which transports the stormwater to the Medicine River. Each pond will have a designed spillway on the low end to allow for excess water to flow to the next pond during major storm events and in the event that a pipe becomes plugged. The site will be graded to ensure that all water will either flow overland to the storage ponds or will travel to the eastern pond via the road ditch. Consideration has also been given to the removal of suspended solids when designing the stormwater management facility. The grass lined, ditch-like design of the ponds and the incorporation of outlet pipes between each pond, should allow sufficient sediment removal.

6.0 Hydrology

The Rational Method was used (based on the Red Deer County 100-years IDF curve) to determine peak runoff rates, calculate volume in the detention areas and flow through the outlet pipe.

The following data was used in the calculations:

- A pre-development 100-Years runoff coefficient of 0.20 (prior to mobile home park development)
- A post-development 100-Years runoff coefficient of 0.67
- The 1:100-Years 24-hour storm for Red Deer County of 93 mm
- The 1:100-Years IDF Curve $I_{100} = 38.6/t^{0.723}$ mm/hr
- A Time of Concentration of 21 minutes was calculated for Post-Development using the Bransby Williams Method.

7.0 Results

The results are as follows:

1. Pre-development peak flow is calculated at 0.484 m³/s or 484 L/s.
2. Post-development peak flow is calculated at 1.612 m³/s or 1612 L/s.
3. The minimum required storage volume is calculated to be 1782 m³ using a 269 L/s outlet rate, as the existing storm main pipe is the limiting factor.
4. The facility will outlet to the existing storm manhole using a 425mm UR PVC pipe with a 400mm diameter orifice to achieve the outlet rate of 269 L/s
5. The five dry ponds of the stormwater management facility have a total storage of 1895 m³, which includes approximately 12 m³ of storage in the proposed road ditch. There will be a minimum of 0.15m freeboard at the low end of each pond, which increases towards the high end of the pond.

Refer to Appendix C for the calculation of these results.

8.0 Discussion

Upon review of the Kilian Estates Water Management Plan, it was determined that the inclusion of the large sedimentation forebay was for a more conservative design, due to having an excess of space available on site. This led to a higher design volume. Since there is more limited space available on site for the new development, this level of conservative design is no longer possible.

9.0 Water Quality

Peak flow control dry ponds control the large, infrequent event storms with marginal improvements to water quality. Utilizing an outlet pipe between each Pond will allow for particle settlement during more frequent storms. Additionally, the low gradient, grass lined, ditch-shaped ponds will aid in sediment removal. We are confident that sediment of particle size 75 μm and greater will be removed at a percentage of 85% or higher.

10.0 Conclusion

The proposed design will effectively protect the Town's storm system from high flows and from large amounts of suspended solids coming from this site. The stormwater management facility will have a total storage of 1895m³ which exceeds the required storage of 1782m³. The post-development flow rate has been limited to a rate of 269 L/s, which is less than the pre-development flow rate of 484 L/s. Tagish Engineering believes that the design complies with Alberta Environment standards and guidelines. Please contact the office of Tagish Engineering if you have any questions or require further information.

Respectfully submitted by,
Tagish Engineering Ltd.

Prepared By:
Dylan Yechtel, E.I.T.

Reviewed by:
Greg Smith, P. Eng
Manager

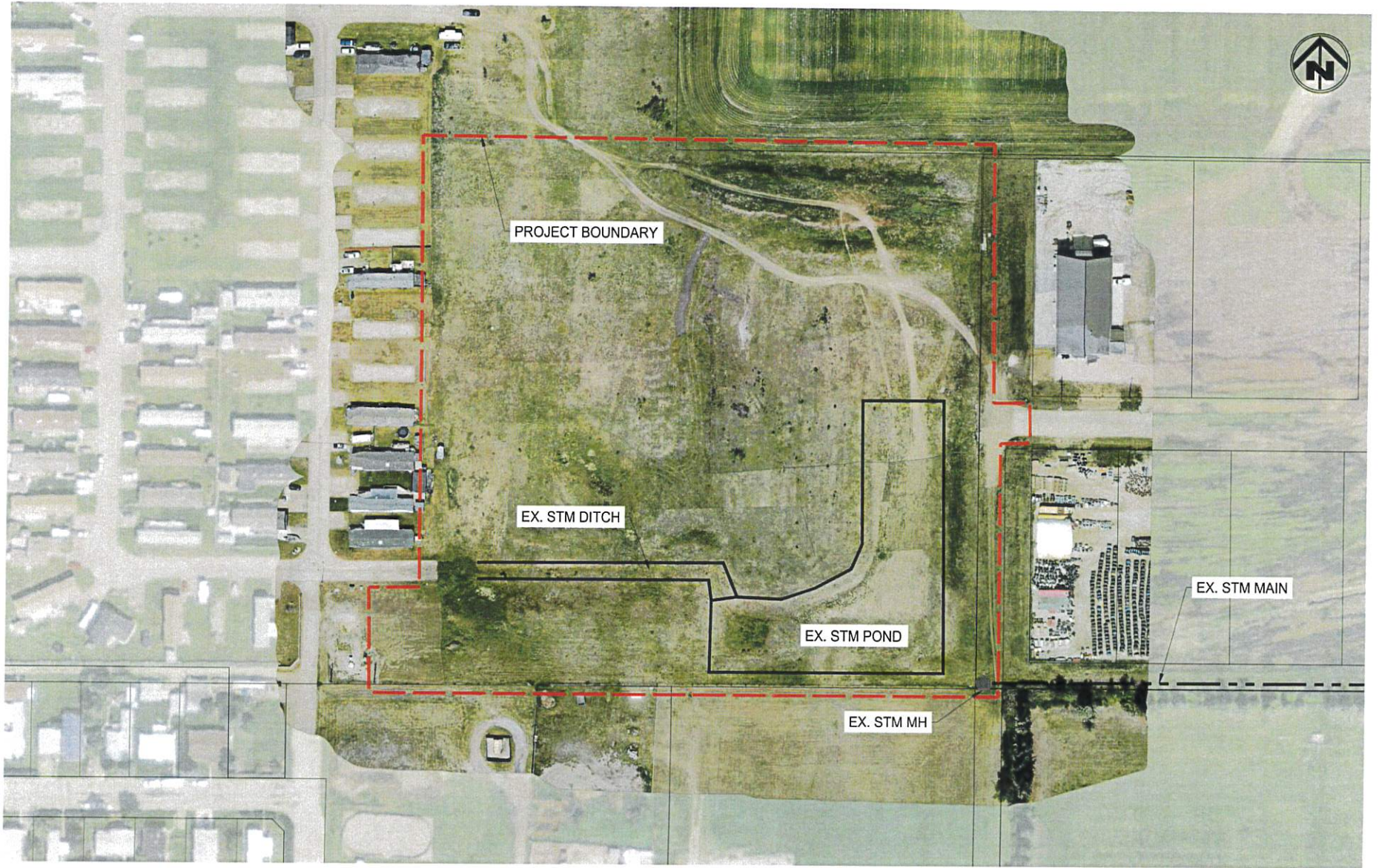
Appendix A


EXISTING CONDITIONS

69

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M:\Developers\Eckville Estates MHP - 2281597 Alberta Ltd\ECK01000 - AutoCAD\01 - Current Drawings\ECK01_20240625_SUR_Surface Design.dwg



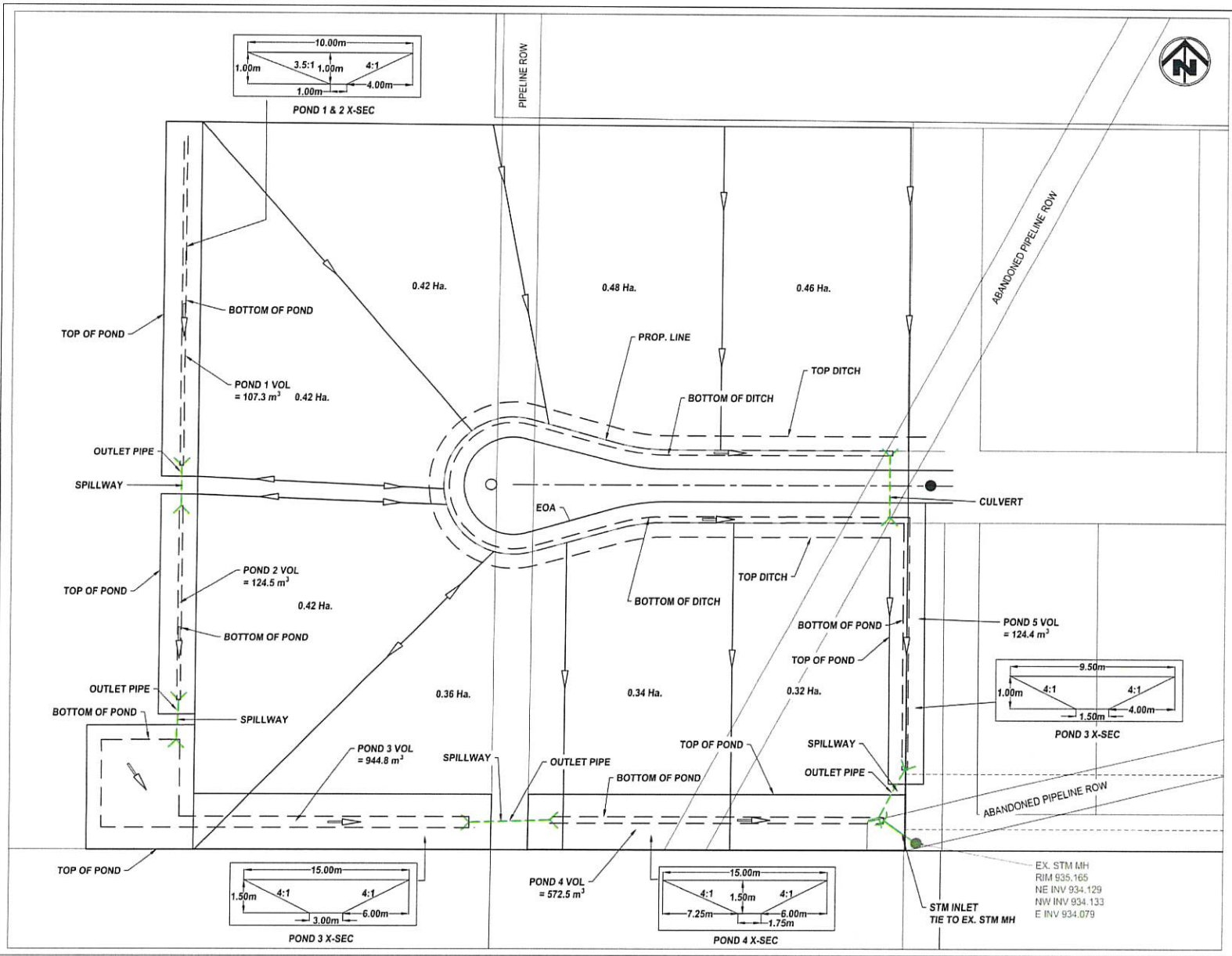
SCALE 1:2000		DATE 27 AUG 2024		<div><p>TAGISH ENGINEERING</p><p>#104, 230 LAKE STREET RED DEER COUNTY AB T4E 1B9 403.346.7710 www.tagish-engineering.com</p></div>	PROJECT ECKVILLE INDUSTRIAL SUBDIVISION		TITLE EXISTING CONDITIONS	SHEET FIG 1
DRAWN DY	DESIGN DY	APPRVD GS	CLIENT ECKVILLE ESTATES					

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Appendix B

STORMWATER FACILITY DESIGN

I:\Develop\Eckville Estates\HWP-228157 Alberta LMECK0100 - AutoCAD\01 - Current Drawings\ECK01-228157-025 SUR Surface Design.dwg



ECKVILLE ESTATES

PROJECT NAME

ECKVILLE INDUSTRIAL SUBDIVISION



DITCH STORAGE
= 11.6 m³
TOTAL STORAGE VOLUME
(MIN. 0.15m FREEBOARD)
= 1895 m³
REQUIRED STORAGE VOLUME
= 1850 m³

TITLE

STORMWATER FACILITY DESIGN

DATE

AUG 27, 2024

PROJECT NO.

ECK01

SCALE

1:1,000

FIGURE NO.

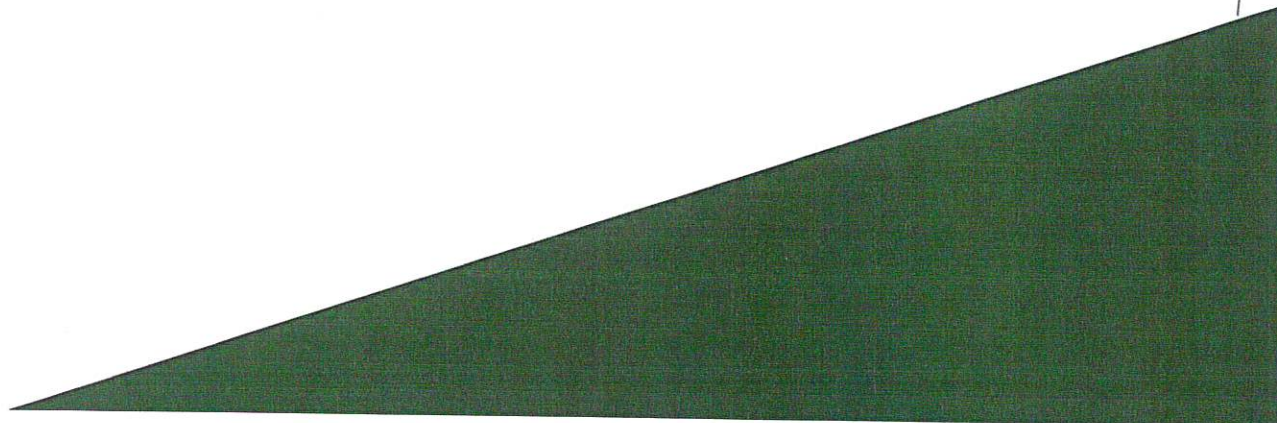
FIG 2

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Appendix C

STORMWATER STORAGE RATIONAL METHOD

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STORMWATER STORAGE RATIONAL METHOD
ECKVILLE INDUSTRIAL SUBDIVISION

Date: 27-Aug-24

Project # ECK01

Drainage Area (A): 105,600 m²

Runoff Coefficients:

Pre-development

Undeveloped	C ₁₀₀ =	0.20	105,600 m ²
Urban Industrial	C ₁₀₀ =	0.80	0 m ²
Residential	C ₁₀₀ =	0.80	0 m ²
Pre-development	C ₁₀₀ =	0.20	105,600 m ²

Post-development

Undeveloped	C ₁₀₀ =	0.20	0 m ²
Urban Industrial	C ₁₀₀ =	0.80	35000 m ²
Residential	C ₁₀₀ =	0.60	70600 m ²
Post-development	C ₁₀₀ =	0.67	105,600 m ²

Time of Concentration (T_c):

21 Minutes

Rainfall Curves:

Red Deer County

Rainfall Intensity:

$$I_{100} = 38.6 / (t + 0)^{0.723} \quad t \text{ in hours} \quad I_{100} = 82.5 \text{ mm/hr at } T_c$$

Results:

$$Q_{100} = C_{100} * I_{100} * A / 360$$

Pre-development	Q ₁₀₀ =	484 L/s
Post-development	Q ₁₀₀ =	1612 L/s

Outlet Rate:

Orifice Diameter	400mm
Rate	269 L/s

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Storage Analysis (1:100 yr):

Storm Duration	I ₁₀₀	Q ₁₀₀	Cumulative		Storage
			Runoff Volume	Discharge Volume	
min	mm/hr	L/s	m ³	m ³	m ³
5	233	4548	1364.5	80.7	1284
10	141	2756	1653.4	161.4	1492
15	105.2	2055	1849.9	242.1	1608
20	85.4	1669	2003.3	322.8	1681
25	72.7	1421	2131.1	403.5	1728
30	63.7	1245	2241.4	484.2	1757
35	57.0	1114	2339.2	564.9	1774
40	51.7	1011	2427.4	645.6	1782
45	47.5	929	2507.9	726.3	1782
50	44.0	861	2582.1	807.0	1775
55	41.1	803	2651.2	887.7	1764
60	38.6	754	2715.9	968.4	1747
65	36.4	712	2776.8	1049.1	1728
70	34.5	675	2834.4	1129.8	1705
75	32.8	642	2889.1	1210.5	1679
80	31.4	613	2941.2	1291.2	1650
				Required Storage (m³)	1782

Appendix D

KILIAN ESTATES WATER MANAGEMENT PLAN

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KILIAN ESTATES
WATER MANAGEMENT PLAN

Prepared for:

Kilian Estates Ltd

Prepared by:

Tagish Engineering Ltd

Date: December 2002
Revised: March 2003
Revised: May 2003
Revised: October 1, 2003
Our File No: KE01

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3.2	BASE CHARACTERISTICS.....	2.0
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APPENDIX B - SWMM 2000 CHANNEL HYDROGRAPHS

APPENDIX C - ECKVILLE IDF CURVES

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FIGURE 5.....	DITCH PROFILE
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TABLE 2.....	REQUIRED BASIN STORAGE

1.0 INTRODUCTION

This report is prepared for a proposed 110-lot manufactured home development (Kilian Estates) within the Town of Eckville. The water management plan will establish a design to reduce the post-development flow rates to pre-development levels for the 1:100 year storm event. The adequate outlet for the project is the Medicine River.

2.0 PROJECT LOCATION

Figures 1 and 2 show the project location. Kilian Estates is located in the NW section of Town on the SE 21-39-3-W5M

3.0 HYDROLOGY

3.1 BASIN AREA

Figure 3 shows the boundaries of the basins. All areas contributing to the outlet flow have been included. The basin boundaries were determined through field survey and collecting the topographic information of the site.

Basin A consists of the schoolyard with some residential housing at the south edge and an undeveloped lot to the east. It is 9.2 ha in size and its drainage outlet is the 400mm CSP at Secondary Hwy 766.

Basin B consists of a residential area with the Town yards and an empty lot at the east boundary. It is 10.3 ha in size and its drainage outlet is through the schoolyard to the east.

Basin C consists of farmland in grain production and is the proposed development at 10.56 ha in size. It has two drainage outlets, 2.0 ha drains to the west, and the remaining areas drainage outlet is through the schoolyard in Basin A. The subdivision will be graded such that runoff from the entire site will be diverted to drain to the southeast detention pond.

Basin D is land presently in grain production 1.84 ha in size. Its drainage outlet is overland flow across Basin E.

Basin E is land presently in grain production 6.12 ha in size. Its drainage outlet is overland flow across Basin F.

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Basin F consists of partially developed industrial lots 3.8 ha in size. Its drainage outlet is the west ditch of Secondary Hwy 766.

3.2 BASIN CHARACTERISTICS

The physical characteristics of the basin are classified in the "Agroecological Resource Area of Alberta"¹ as follows:

Region -	Benalto (O2)
Landform -	Undulating and level plains with slopes less than 5%
Texture -	Loam to Clay loam
Soils -	Dark grey
Agro-Climate -	(3H) Moderate heat limitation

The land is mostly Class 1 farmland in agricultural production and the land slopes to the east and south on grades of 0.7% to 1.5%.

3.3 METHOD OF ANALYSIS

A program called XP-SWIMM 2000 developed by XP Software Inc and Pty Ltd was used as the primary method of analysis.

The total 24-hour rainfall quantities were derived from IDF Curves produced from the "Rainfall Frequency Atlas for Canada".

$$I_{100} = 653 (T_c - 2.49)^{-0.686}$$

Where: I_{100} = rainfall intensity in mm/hr
 T_c = duration of storm in min

$$I_{100} = 4.447 \text{ mm/hr}$$

$$\text{Total rainfall} = 4.447 \text{ mm/hr} \times 24 \text{ hr} = 107 \text{ mm}$$

This compares to the City of Red Deer 4.585 mm/hr or 110 mm for a 1:100, 24 hour storm event.

¹ Published by Agriculture Canada and Alberta Agriculture, 1989

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The design parameters used in the model are based on the SCS method and are summarized below:

- Antecedent Moisture Condition II
- 5 day previous rainfall of 36 to 53mm
- 100 year return period
- 24-hour total rainfall of 107mm
- Type II rainfall distribution
- Land use soils Group C

Detention storage was modeled using a proposed pond in the SE corner of the Kilian Estates property and ditch containment along the north property lines of Lots A & B. Results of the maximum water levels are shown on Figures in Appendix B.

3.4 DISCUSSION

For the development, Basin C, the results of the modeling show that pre-development flows to be estimated at 520 L/s for the 1:100 storm event. The modeling shows that the 400mm CSP at secondary highway 766 does not have the capacity to handle the 1:100 yr pre-development runoff from the entire basin. To accommodate the drainage, the existing 400mm CSP will be replaced with a 600mm CSP.

The capacity of the proposed 600mm CSP was found to be 950 L/s. An estimated unit discharge rate for the basin was calculated to be 30L/s/ha, over a total drainage area of 41.4 ha. Table 1 shows the calculated peak discharge from each basin, and the modeled runoff.

Table 1: Peak Basin Discharge

Basin	Area (ha)	Q _{peak} (L/s)	Q _{model} (L/s)
A	9.2	276	304
B	10.3	309	302
C	10.2	306	332
D & E	7.9	237	143
F	3.8	114	113
Total	41.5	1242	1194

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At present, the schoolyard receives this runoff across it, and serves as a detention area for upstream Basins B and C. As a result, Basin C will need detention to control the flows to meet the outlet condition. Staging of the hydrographs in the model resulted in a peak flow at the culvert of 900 L/s.

4.0 PROPOSED SYSTEM

The proposed outlet system for the development (Basin C) will consist of overland drainage across the subdivision to a dry storm pond in the southeast corner (See Figure 4). The pond will be made in two sections. The first will act as a 800m³ sedimentation forebay, allowing the stormwater to exfiltrate through a section in the berm in the same manner as a French drain. The berm will be made of clay with a section filled with 19mm washed rock contained in geotextile fabric and a small pipe to allow drainage to the main pond. For high flow rates, a weir will be installed to allow for the rapid discharge into the main pond (Figure 6). The second section will hold the majority of the stormwater, 1080m³, and reduce the flow rate into the downstream channel. The storm pond will detain the 1:100 year event, estimated to be 1880 cu.m., and release at a rate of 332 L/s. The proposed outlet ditch will be slightly oversized for the flows and will have several CSP crossings (See Figure 5). This will increase the effective storage and provide detention for adjacent basins. The ditch will be constructed along the north property line of Lots A & B and extend south along the highway ditch to the proposed 600mm culvert, crossing the highway east to the Medicine River. This configuration of ditching will provide an accommodation for adjacent lands to drain.

5.0 RECOMMENDATIONS

The following is the recommendations for a storm water management plan to accommodate Kilian Estates Development and existing Town of Eckville storm water:

Basin C:

- 800m³ forebay and a 1080m³ detention pond
- Outlet flow release not to exceed 332 L/s
- Site grading to accommodate all drainage to the SE corner

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Basin A and B:

- Construct outlet channel from SE corner Kilian Estates to SH 766 west roadside ditch including acquiring necessary Right of Way, etc
- Provide 2000 cu.m. of detention in drainage Basin B
- Install 600mm culvert at current 400mm CSP location at SH 766

Based on a constructed outlet channel the model indicated the following storage is required to maintain flow at or below peak culvert capacity.

Table 2: Required Basin Storage

Basin	Storage m ³
A	850
B	2000
C	1880
D & E	2000
F	830

6.0 CONCLUSIONS

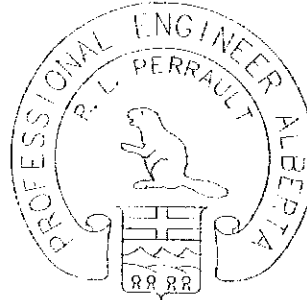
This design will upgrade the existing drainage and provide adequate capacity for future development detention to be added. The flows from the Kilian Estates development will be contained within the site and released below the 1:100 pre-development rates and water quality will be enhanced with the use of a sediment forebay.

Existing pre-development flow rates now exceed the capacity of the existing outlet at SH 766. In order to detain the 1:100 yr event basins, Basins A and B will require 2850m³ of storage. Some of this is naturally occurring in the school grounds and against SH 766. Flooding presently occurs on both Basins A and B due to inadequate conveyance to the outlet. Flooding of existing town sites can be reduced by adding storm water detention and providing a conveyance channel. The channel will allow for drainage from Basins A, B, and C, and the detention will reduce the flow rate to the capacity of the existing outlet.

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PERMIT TO PRACTICE TAGISH ENGINEERING LTD.
Signature _____
Date _____
PERMIT NUMBER: P 3686
The Association of Professional Engineers, Geologists and Geophysicists of Alberta

CORPORATE PERMIT



RESPONSIBLE ENGINEER

R.L. Perrault, P.Eng.

Report Preparation

Reviewed by C.D. Anderson, P.ENG

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ATTACHMENT 3)

TRANSPORTATION IMPACT ASSESSMENT

Eckville Industrial Subdivision Transportation Impact Assessment

Prepared for:



By:



JCB Engineering

November 20, 2023

JCB Engineering Ltd.
(403) 714-5798
jcbarratt@jcbengineering.ca
www.jcbengineering.ca

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November 20, 2023

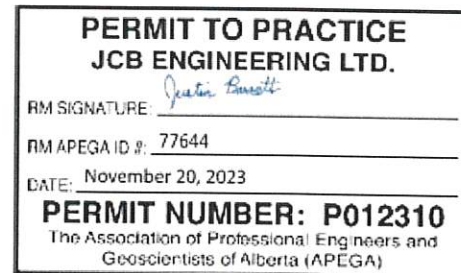
Tagish Engineering
104, 230 Lake Street
Red Deer County, AB
T4E 1B9

Attn: Lloyd Solberg

Re: Transportation Impact Assessment – Industrial Subdivision
Town of Eckville, Alberta

JCB Engineering Ltd. is pleased to present our transportation impact assessment for a proposed industrial subdivision in the Town of Eckville, Alberta. This report is to determine if improvements are required to the transportation network to support the proposed development.

This document has been prepared by Justin Barrett, P. Eng., PTOE; if there are any questions regarding the findings in this document, please contact the undersigned.



Justin Barrett, P. Eng., PTOE
President, JCB Engineering Ltd.
(403) 714-5798
jcbarratt@jcbengineering.ca

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4.1. Trip Generation.....	5
4.2. Trip Generation Comparison.....	6
4.3. Trip Distribution and Assignment	7
5. Intersection Analysis	9
6. Conclusions	12

Appendices

- A. Site Plan
- B. Project Correspondence
- C. Traffic Counts
- D. Trip Generation
- E. Warrant Analyses

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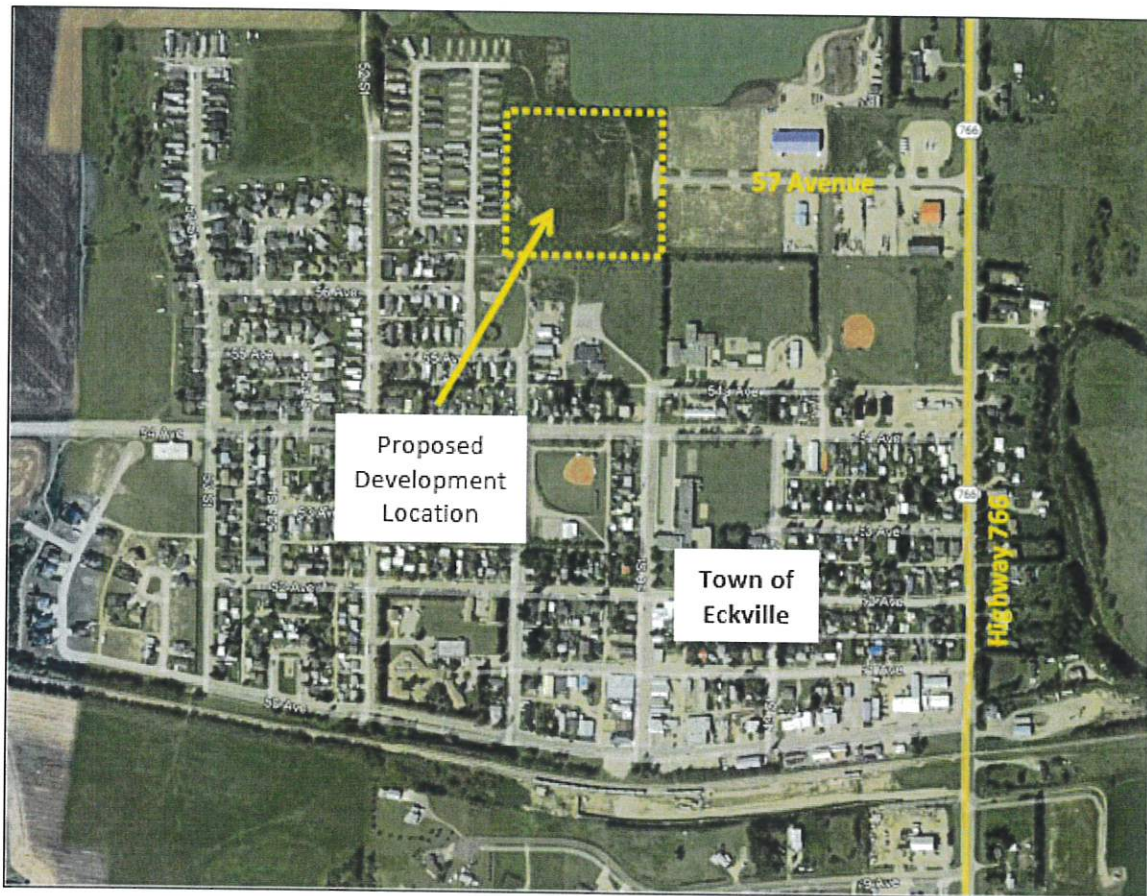
Eckville Industrial Subdivision Transportation Impact Assessment

The purpose of this study is to conduct a transportation impact assessment (TIA) of a proposed industrial subdivision in the Town of Eckville, Alberta.

1. Development Information

This development is located at the current west end of 57 Avenue in the north of the Town of Eckville, as shown in the following figure.

Figure 1-1: Development Location



(Image courtesy of Google)

The development is the subdivision of the property shown to include a cul-de-sac on the end of 57 Avenue with 9 industrial zoned lots around it. The total area of these 9 lots will be 3.49 Ha (8.61 acres) within the larger property of 3.80 Ha. A site plan in **Appendix A** has more details on the proposed industrial subdivision.



2. Study Scope of Work

Attached to this report in **Appendix B** is the correspondence from PCPS Community Planning Services asking for a “general traffic study analysing the capacity and impacts of the proposed development on local and provincial roadways”. This TIA will conduct this analysis by calculating the expected trip generation of the industrial lots and then reviewing the existing transportation network to determine if these additional trips will be an impact on the network.

3. Transportation Network

In this section of the report the information gathered regarding the subject roadways that are potentially impacted by the development, and their corresponding junctions, is documented. A traffic count on Highway 766 and 54 Avenue, as well as the average daily traffic on the section of Highway 766 at the intersection of 57 Avenue were available on the Alberta Transportation and Economic Corridors (ATEC) website. This information will be used later in the report to discuss the background traffic volumes on the roadways most likely to be impacted by the proposed development, these counts are provided in **Appendix C**. The roadways most impacted by the proposed development are 57 Avenue and Highway 766 as the subdivision will use 57 Avenue as an access roadway and the only connection to the rest of the town will be via Highway 766. The following table summarises the characteristics of these roadways and their intersection that will be important for this study.

Table 3-1: Existing Roadway Characteristics

Roadway	AADT	Number of Lanes	Surface Type	Speed Limit
Highway 766	1,860 (2022) -3.5% Growth	2	Asphalt	40 km/h
57 Avenue	< 760 (2022) Unknown Growth	2	Asphalt	40 km/h

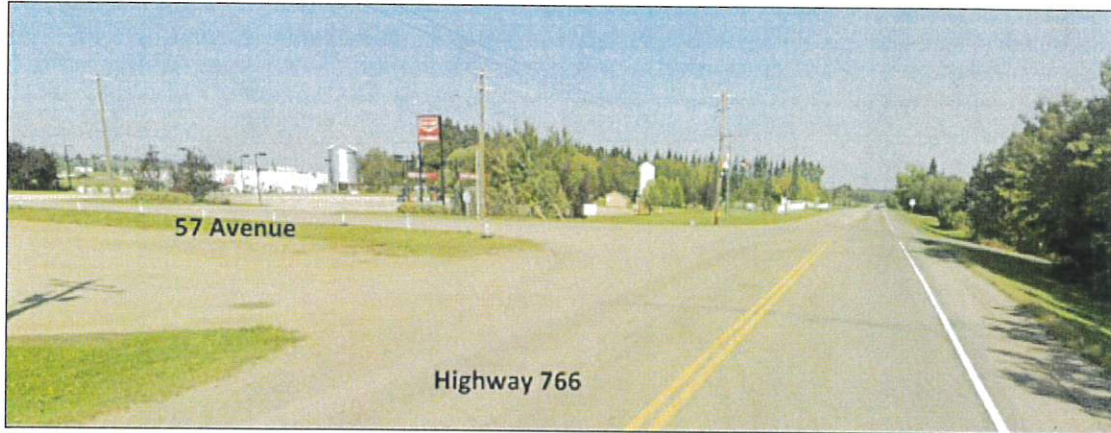
Intersection	Auxiliary Lanes	Illumination	Control
Highway 766 and 57 Avenue	None (Type I)	East, North and South Approaches	Stop Sign (57 Avenue)

Although the daily traffic volumes are not known on 57 Avenue, at the adjacent intersection to the south on Highway 766 at 54 Avenue there were an average of 760 vehicles per day on 54 Avenue according to counts conducted by ATEC. Both 54 Avenue and 57 Avenue provide access into the Town of Eckville from Highway 766, but 57 Avenue is a dead end while 54 Avenue travels the full east-west length of the town. There is more development and access along 54 Avenue, and so the traffic volumes would be greater than on 57 Avenue. Based on historical traffic counts on Highway 766, the daily volumes have been declining by an average of 3.5% per year since 2013. The COVID-19 pandemic in 2020 was likely a cause of the decline in traffic volumes that year, but volumes initially rebounded in 2021 to pre-pandemic levels, only to begin declining again in 2022.

There is no posted speed on 57 Avenue, but it is assumed that because Highway 766 is posted at 40 km/h within the municipal boundary of the Town of Eckville, then 57 Avenue will also have a speed limit of 40 km/h.

The following pictures from Google Street View help to show the sight lines at the subject intersection.

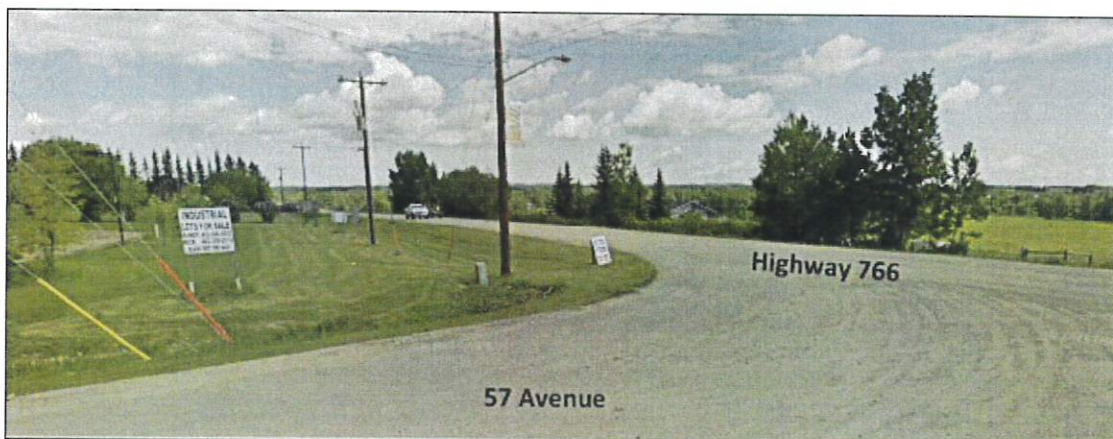
Figure 3-1: Sight Lines at Subject Intersection



Highway 766 Looking North



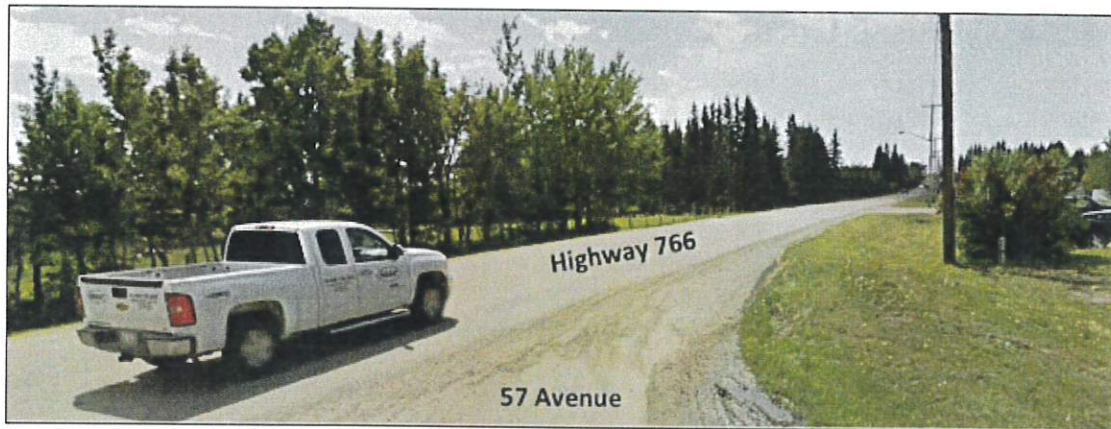
Highway 766 Looking South



57 Avenue Looking North



57 Avenue Looking South (1)



57 Avenue Looking South (2)

The only sight line issue at this intersection appears to be for vehicles eastbound on 57 Avenue with vehicles northbound on Highway 766 from the south of the intersection as shown on the '57 Avenue Looking South (1)' picture. From the stop sign the sight lines are constrained by bushes in the southwest quadrant of the intersection, but pulling forward from the stop sign towards the highway does allow for better sight lines as shown in '57 Avenue Looking South (2)'. Drivers will have an opportunity to double check for approaching vehicles before entering Highway 766; however, it would be desirable to remove the bushes to improve sight lines at the intersection to avoid this maneuver being necessary.

Based on this information there were no safety or geometric deficiencies on the subject transportation network to address to support the development of the proposed industrial lots.

4. Development Generated Trips

The expected number of trips to be generated by the development, based on the type and location of the proposed land use, needs to be assigned to the transportation network to be able to analyse the impact of the development generated traffic.

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4.1. Trip Generation

The proposed development are 8.61 acres of industrial lots, in the Institute of Transportation Engineers (ITE) database for trip generation there is a land use called 'industrial park' which is defined as follows.

Industrial parks contain a number of industrial or related facilities. They are characterized by a mix of manufacturing, service and warehouse facilities with a wide variation in the proportion of each type of use from one location to another. Many industrial parks contain highly diversified facilities—some with a large number of small businesses and others with one or two dominant industries.

This land use was chosen because this category from ITE best matched the proposed land use for the development as it is unknown what tenants may set up on these industrial lots, so a land use for a general industrial park best fit this scenario. To calculate the trip generation the cloud based software ITETripGen, a companion to the ITE Trip Generation Manual, was used; the data plots used for calculations are included in **Appendix D** and following is a summary of the expected trip generation.

Table 4-1: Trip Generation Summary for Industrial Park

Land Use	Size (Acres)	AM Peak Hour			PM Peak Hour			Daily		
		Entry	Exit	Total	Entry	Exit	Total	Entry	Exit	Total
Industrial Park	8.61	60	9	69	15	57	72	263	264	527

Due to the location and type of the development it is assumed that all trips are by vehicles, there will not be significant numbers of pedestrians, bicyclists or transit users making trips to an industrial development on the edge of the town. The average trip generation rate from ITE was selected over the number of trips that would be calculated using the best fit regression equation. The equation provided a higher trip generation but this is an industrial park in a small municipality and the existing industrial businesses along 57 Avenue are low density; therefore, it was assumed that the number of trips generated would be at the lower limit using the average rate.

It is important to note that to use the variable of 'acres' to calculate the trip generation, an older edition (i.e., the 9th edition) of the ITE data was used, in the newer editions including the most recent 11th edition the date of trips per acre is no longer provided. To take advantage of the most recent data in the ITE database, the average trip generation rates were compared between the 9th and 11th editions using a common variable: 1,000 ft² of gross floor area. This variable cannot be used directly to calculate the trip generation for the development because there is no information on the size of buildings that will be constructed on each lot.

Table 4-2: Trip Generation Comparison

Edition	AM Peak Hour		PM Peak Hour		Daily	
	Rate	Difference	Rate	Difference	Rate	Difference
9 th	0.80	- 49%	0.84	- 52%	6.83	- 51%
11 th	0.41		0.40		3.37	

The trip generation per 1,000 ft² gross floor area in the 11th edition of the trip generation data is approximately 50% of the trip generation for the same variable in the 9th edition. This indicates that trip generation has declined significantly based on new data collected for the 11th edition of the ITE trip generation database. Using these reduction factors, the trip generation for the industrial park can be adjusted to what is shown in the following table.

Table 4-3: Adjusted Trip Generation Summary for Industrial Park

Land Use	Size (Acres)	AM Peak Hour			PM Peak Hour			Daily		
		Entry	Exit	Total	Entry	Exit	Total	Entry	Exit	Total
Industrial Park	8.61	31	5	36	8	28	36	129	130	259

4.2. Trip Generation Comparison

In a land use map¹ from the Town of Eckville website it is noted that the previous plan for the subject property was as an expansion of the manufactured home park that is to the west, a copy of this map is in **Appendix B**. This residential area would still have a connection to 57 Avenue, similar to the subject development, but could also be accessed from 52 Street to the west. To determine the number of manufactured homes that could be constructed on the same 3.8 hectares as the industrial park (i.e., including lots and roadway), the existing 5.78 hectare manufactured home park was reviewed and found that there are 75 homes or currently vacant lots. This is 13 dwelling units per hectare, which would be 50 manufactured homes on the same property as the proposed industrial park.

Again, the ITE database was reviewed and the land use of 'mobile home park' was chosen to represent the manufactured home park, which is labelled as the Eckville Estates Mobile Home Park in Google.

A mobile home park generally consists of manufactured homes that are sited and installed on permanent foundations. The mobile home park typically includes community facilities such as a recreation room, swimming pool, and laundry facilities.

This is an accurate description of the residential area, although the community facilities are not within this area with the homes, instead they are nearby within the town.

In the land use district map from 2016 the planning of the transportation infrastructure in the Town of Eckville would have been planned around the full build out of the land uses shown, including the additional manufactured homes where the industrial park is now proposed. The trips generated by the manufacture home park were calculated using the ITE data as provided in **Appendix D** and summarised in the following table to be compared with the industrial park trips to see how many additional trips would be generated between a 'mobile home park' and an 'industrial park'.

¹ Town of Eckville Land Use District Map; Parkland County Planning Services; January 2016

Table 4-4: Trip Generation Comparison

Land Use	Size (Units)	AM Peak Hour			PM Peak Hour			Daily		
		Entry	Exit	Total	Entry	Exit	Total	Entry	Exit	Total
Mobile Homes	50	6	18	24	20	13	33	178	178	356
Comparison to Industrial		-25	+13	-12	+12	-15	-3	+49	+48	+97

Overall, the mobile home park has a higher daily trip generation than the industrial park, this is reasonable as there is the potential for significantly more homes than industrial businesses. Based on the existing development in the town, the Eckville Estates Mobile Home Park has higher density than the industrial businesses along 57 Avenue. In the AM peak hour, the mobile home park has about 33% fewer overall trips and in the PM peak hour has 8% fewer trips than the industrial park; while the homes have more trips throughout the day, the businesses have more trips in the peak hours.

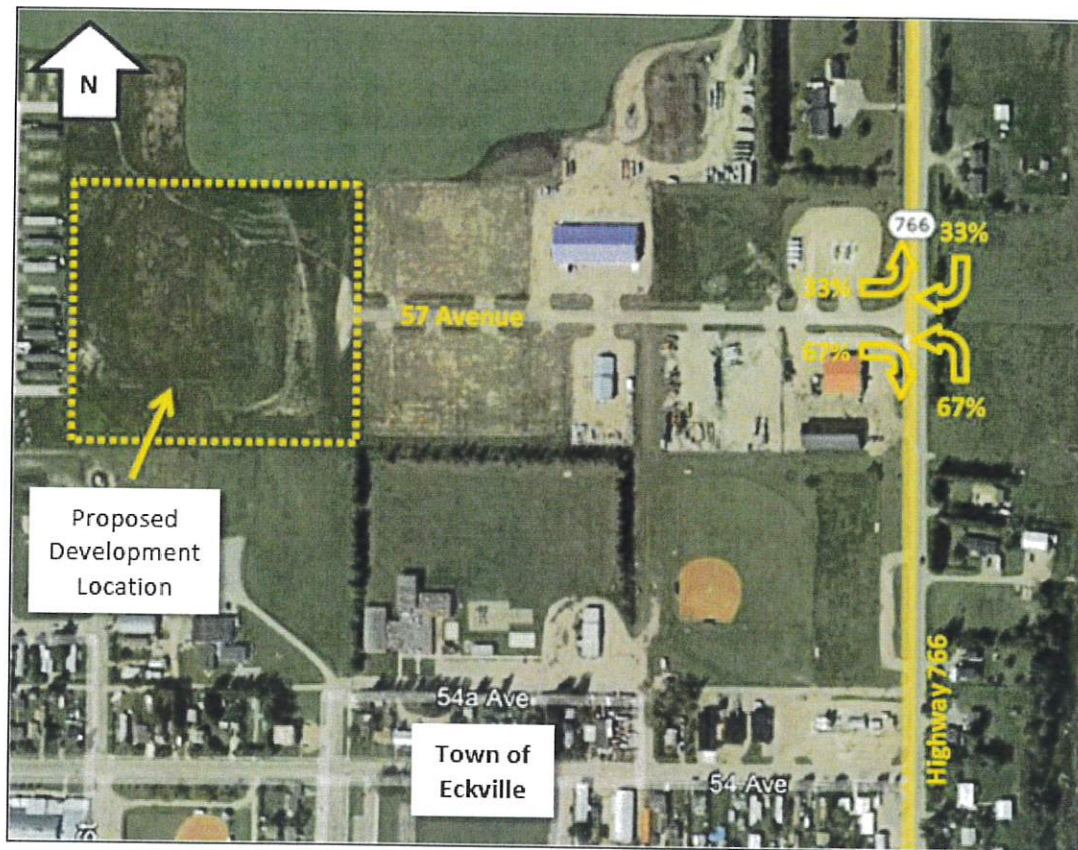
From this information it is concluded that the industrial park would not have a greater overall impact on the transportation network than what was previously assumed when the mobile home park was planned for this property.

4.3. Trip Distribution and Assignment

Following is a figure illustrating the distribution for the trips generated by the development to the transportation network. The following assumptions were used to create the trip distribution for this development.

- All of the trips from the proposed industrial park will be to and from Highway 766 to the east as 57 Avenue is proposed to be terminated with a cul-de-sac as part of the industrial park. There is a right-of-way to extend 50 Street north to 57 Avenue, but there is no information on whether this connection would be constructed.
- As observed in the traffic counts obtained for the intersection of Highway 766 and 54 Avenue to the south, in the peak hours and throughout the day, approximately double the number of vehicles turn south from 54 Avenue onto Highway 766 than turn north. Vehicles exiting the highway onto 54 Avenue follow a similar pattern with double the number from the south than from the north. As the main area of the town is south of this intersection, as is Highway 11 which is the major connection between Eckville and other communities in the area, this traffic pattern is expected. It can be assumed that the same traffic pattern will exist at the intersection of Highway 766 and 57 Avenue as the trip origins and destinations would also be similar as these intersections are in the same area of the town.

Figure 4-1: Trip Distribution

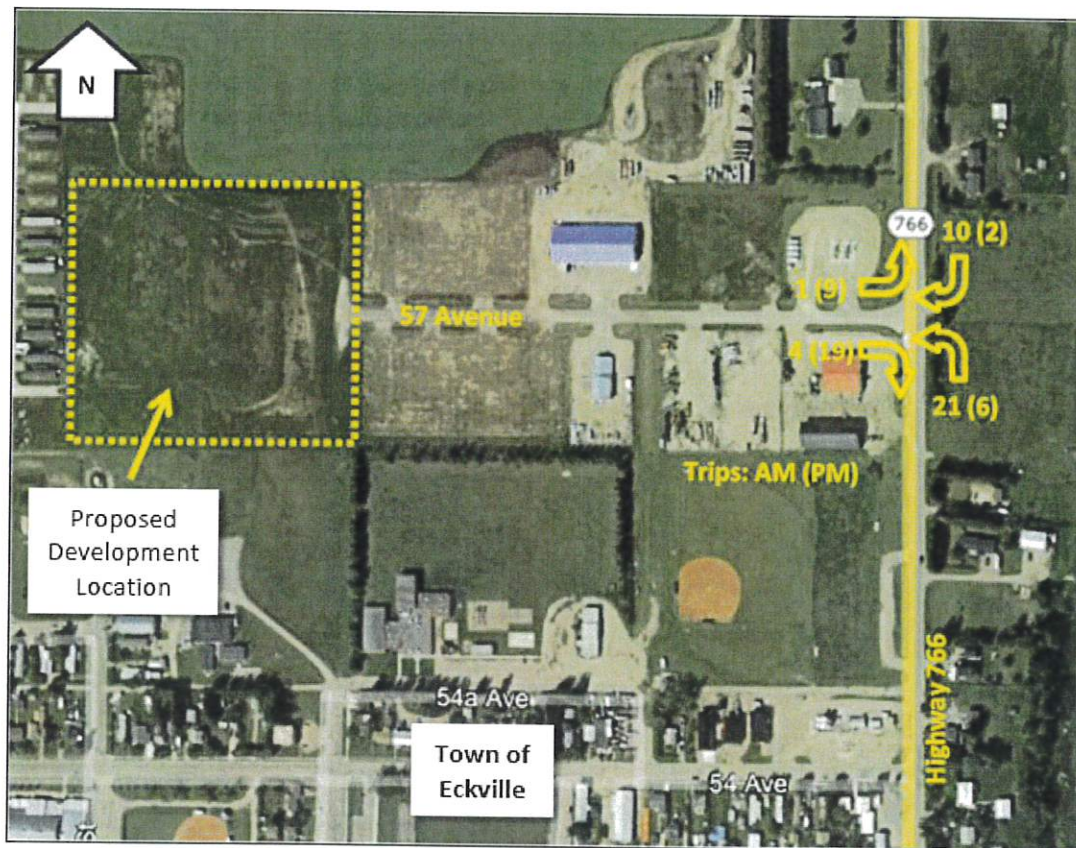


(Image courtesy of Google)

Combining this distribution with the trip generation from earlier in this section of the report, the trips for the development can be assigned to the network, as shown in the following figure.

96

Figure 4-2: Trip Assignment



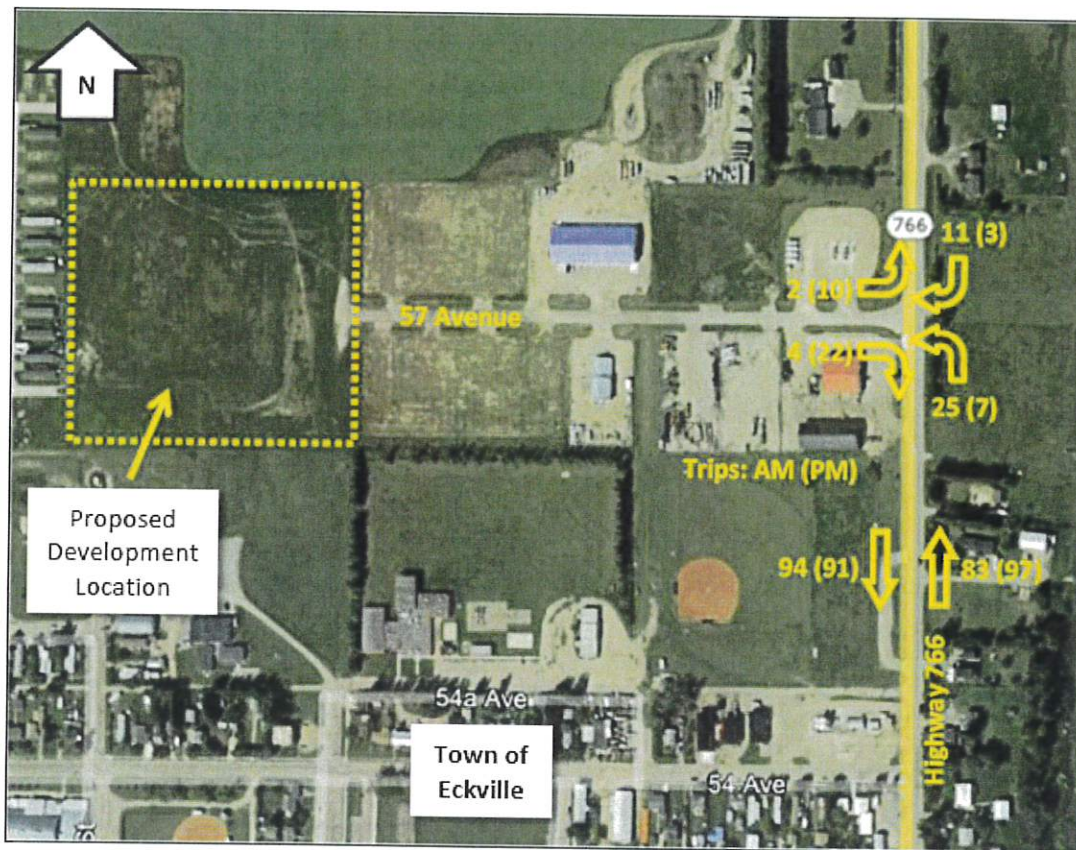
(Image courtesy of Google)

5. Intersection Analysis

The ATEC warrant charts for intersection treatments would not be appropriate for the intersection of Highway 766 and 57 Avenue as this intersection is more urban (i.e., within a municipality) with a 40 km/h posted speed, compared to the higher speed, rural environments that the warrants are designed for.

To estimate the background volumes on 57 Avenue the ATEC traffic count for the nearby intersection of Highway 766 and 54 Avenue was used. The volume of traffic on 54 Avenue, west of Highway 766, is 760 vehicles a day and because 54 Avenue is not a dead end like 57 Avenue and has significantly more development along it, it is acceptable to assume that 57 Avenue would have significantly less than 760 vehicles a day. When comparing the current businesses and lot sizes along 57 Avenue to the trip generation calculated for the subject industrial park, it could be assumed that there are currently 300 vehicles a day using 57 Avenue. Both peak hours on 54 Avenue are approximately 14% of the daily volume, and assuming the same ratio for 57 Avenue would result in 42 vehicles per peak hour on the roadway. These volumes would be assumed to have the same distribution of trips north and south at Highway 766 as discussed previously; this is illustrated on the following figure along with the through traffic on Highway 766 north of the intersection with 54 Avenue.

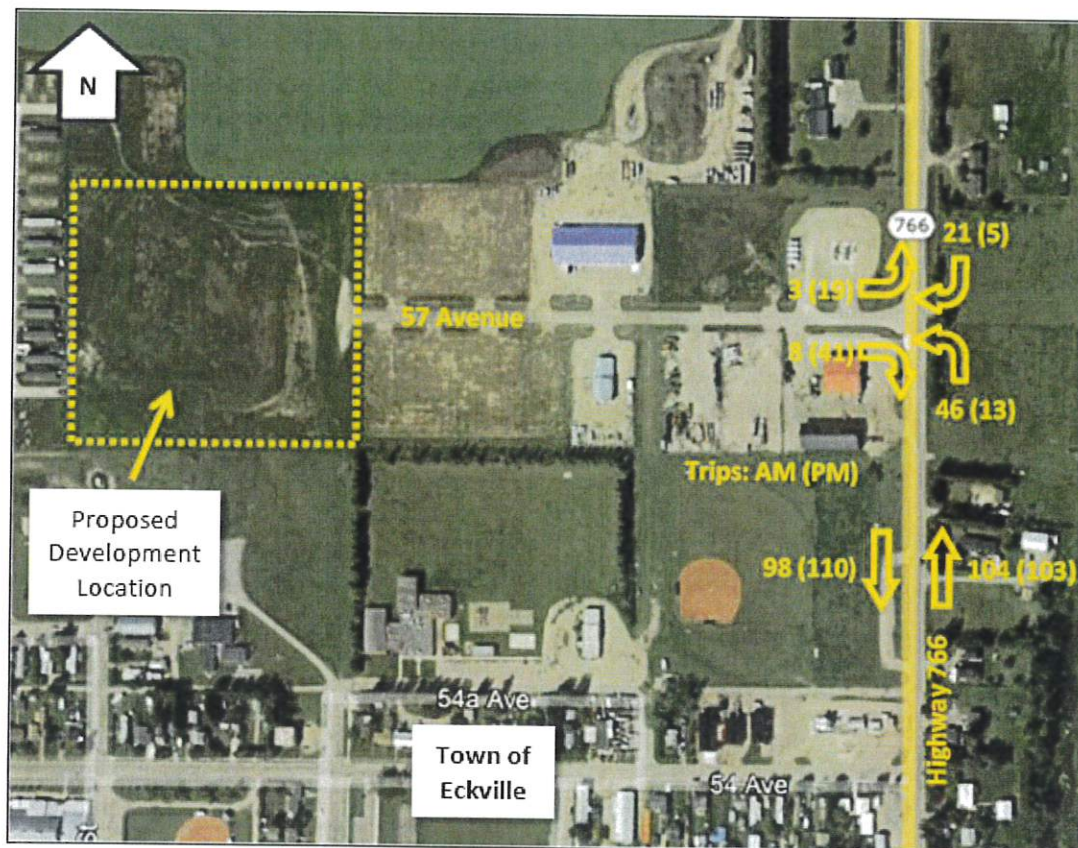
Figure 5-1: Background Intersection Traffic Volumes



(Image courtesy of Google)

The trips assigned for the proposed development were then added to the background traffic volumes as summarised in the following figure.

Figure 5-2: Total Intersection Traffic Volumes



(Image courtesy of Google)

The methodology from National Cooperative Highway Research Program (NCHRP) Report 457² has been used in this TIA to determine if auxiliary lanes are required at the intersection of Highway 766 and 57 Avenue, spreadsheets developed to accompany the NCHRP report were used for the calculations. Those spreadsheets are attached to this report in **Appendix E** and a summary of the results are provided in the following table; the subject volume for the right turn analysis is the southbound right turning volume, for the left turn analysis it is the advancing volume northbound on Highway 766.

Table 5-1: Auxiliary Lane Warrant Analysis Summary

Intersection	Year	Direction	Time Period	Subject Volume	Limiting Volume	Lane Warranted
Highway 766 and 57 Avenue	2023 Post	Southbound Right Turn	AM Peak	21	>1,000,000	No
			PM Peak	5	>1,000,000	No
	2023 Post	Northbound Left Turn	AM Peak	104	360	No
			PM Peak	103	562	No

² Report 457: Evaluating Intersection Improvements; National Cooperative Highway Research Program; 2001

The analysis shows that the traffic volumes are too low to warrant the need for auxiliary lanes at the intersection of Highway 766 and 57 Avenue. For the southbound right turn, the volumes were so low on Highway 766 that the warrant spreadsheet returned an unrealistic limiting volume; the volume of traffic on Highway 766 would have to increase by a factor of 10 before the spreadsheet reported a limiting volume that was the same order of magnitude as the subject volume. With the northbound left turn, traffic volumes would have to increase by a factor of 3.5 before an auxiliary lane was warranted. Based on the historical growth rates on Highway 766, it is not expected that background traffic volumes will increase by the factors noted to eventually warrant the need for auxiliary lanes on the highway.

6. Conclusions

The proposed 8.61 acre industrial development at the west end of 57 Avenue in the north of the Town of Eckville is not expected to generate more traffic on a typical day than the manufactured homes that were previously proposed on the subject property. The industrial lot will generate more traffic during the peak hours than the manufactured homes, but this additional traffic will not result in the need to install auxiliary lanes on Highway 766 where it intersects 57 Avenue.

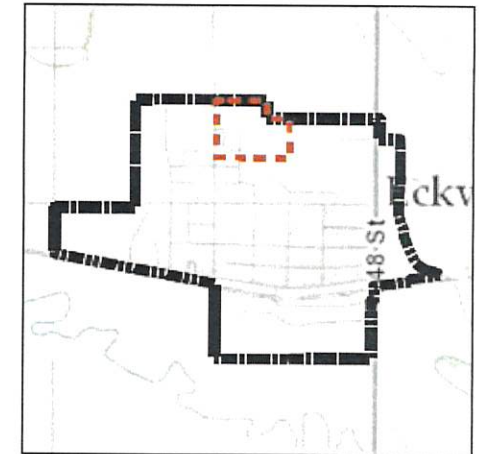
Based on a review of the Highway 766 and 57 Avenue intersection there were no safety or geometric deficiencies to address to support the development of the proposed industrial lots. The only sight line issue at this intersection appears to be for vehicles eastbound on 57 Avenue with vehicles northbound on Highway 766 from the south of the intersection. From the stop sign the sight lines are constrained by bushes in the southwest quadrant of the intersection, but pulling forward from the stop sign towards the highway does allow for better sight lines. It would be desirable to remove the bushes to improve sight lines at the intersection.

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Appendix A

Site Plan

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Eckville Industrial Subdivision

Proposed Subdivision:
To create multiple industrial lots

Legal Description:
8920768;20;10

Location:
Town of Eckville

Legend

- Proposed Lots
- Proposed Walkway
- Remainder Lot
- Mobile Home Lots
- Subject Site
- Parcel Boundary
- Town Boundary



Date Saved: 22-Oct-2023

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Appendix B

Project Correspondence



FW: 57th Ave Industrial Development Subdivision-Eckville

Lloyd Solberg <L.Solberg@tagish-engineering.com>

Wed, Oct 25, 2023 at 10:54 AM

To: Justin Barrett <jcbarrett@jcbengineering.ca>

Cc: Greg Smith <g.smith@tagish-engineering.com>

Hi Justin,

I received this email from Parkland Community Planning Services (PCPS) in regards to a future subdivision in Eckville. See below. Attached is a drawing of the proposed subdivision map.

We work in Eckville as we are their general engineer. From discussions with PCPS they are looking for a traffic study/assessment in regards to access into the proposed subdivision outlining any potential issues caused by this subdivision. Access would be off of the intersection at 57th Avenue and 766. (I have attached a picture showing the project location in red).

They are looking for a quick turn around. They are looking for something by October 30th. Just wondering if you are able/interested to submit a cost for a TIA for this work? I probably don't need a full blown proposal if you don't have time. But I would like to include a budgetary value (probably on the safe side) to include.

If you have any questions, please let me know.

Thanks,



Lloyd Solberg, P.Eng.

Project Manager

t. 403.346.7710 | c. 403.848.0069

e. l.solberg@tagish-engineering.com

#104, 230 Lake Street, Red Deer County, AB T4E 1B9

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From: Vahid Ghomashchi <Vahid.Ghomashchi@pcps.ab.ca>
Sent: Tuesday, October 24, 2023 3:19 PM
To: Lloyd Solberg <L.Solberg@tagish-engineering.com>
Cc: Ken Woitt <ken.woitt@pcps.ab.ca>
Subject: 57th Ave Industrial Development Subdivision-Eckville

You don't often get email from vahid.ghomashchi@pcps.ab.ca. [Learn why this is important](#)

Good afternoon Lloyd,

I hope all is fine with the first snow we got in Alberta.

My name is Vahid Ghomashchi. I am a senior Planner working with PCPS.

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Jack Ramsden (CAO Eckville) advised me to contact you regarding the project we are working on now.

You may know that Parkland Community Planning Services (PCPS) is a not-for-profit organization based in Red Deer, that provides a variety of planning consultation services to municipalities and private sector clients.

We are specialized in municipal land use policy planning, site assessment and design and subdivision services.

One of our clients proposes to develop a new Industrial Subdivision located at 57th Avenue in the Town of Eckville.

The subject land is highlighted in Red in the map attached to this email. The total area of the proposed land is approximately 11 acres. The subject land is highlighted in Red on the attached map.

PCPS is the primary consultant, and I am the project manager of this project.

At PCPS, we are developing a Master Development/Outline Plan for the proposed site as part of the requirements for the proposed subdivision application.

In order to complete a Master Development Plan for the proposed site, we require update engineering information and assessment in the following areas, based on the previous engineering and planning studies you have done for the area.

1. Assessment of the current and future utilities including water system and sanitary sewer system required for the proposed development.
2. General Environmental assessment of the site identifying any major environmental features including natural and man-made constraints.
3. A general study of stormwater management including review of topography and grading of the site and a preliminary design for the stormwater management.
4. A general traffic study analyzing the capacity and impacts of the proposed development on the local and provincial roads.

We realize that your professional firm may not cover all the above-cited areas. Please, in your proposal, identify the area(s) of your interest, breakdown the tasks, deliverables, timeline, and the associated fees.

Since the timeline of this project is very tight, we would like to receive your proposal/quote by October 30, 2023.

Please contact me if you have any questions or require more information.

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Kind regards,

Vahid

Vahid Ghomashchi, PhD, RPP, MCIP

Senior Planner

Unit B 4730 50th Street

Red Deer AB T4N 1X2

Office: 403-343-3394

Cell: (403)404-6303

Web: pcps.ca



From: Jack Ramsden <jackramsden@eckville.com>

Sent: Monday, October 23, 2023 1:52 PM

To: Lloyd Solberg <L.Solberg@tagish-engineering.com>; Greg Smith <g.smith@tagish-engineering.com>

Cc: Darcy Webb <darcywebb@eckville.com>

Subject: Plans, contracts, etc. for Eckville Industrial Development Subdivision

Good afternoon Lloyd.

We are working with the current owner of the Eckville Mobile Estates Property and Parkland Community Planning Services on a proposed industrial development they are

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working on which would run west from Main Street.

Would you happen to have the drawings in digital format for this project? And if so can you forward them to me so that I can pass them on.?

I thought Gerald had sent them to me, but unfortunately, I have not found them.

Thanks

Jack

Jack Ramsden

Chief Administrative Officer

Office: 403-746-2171

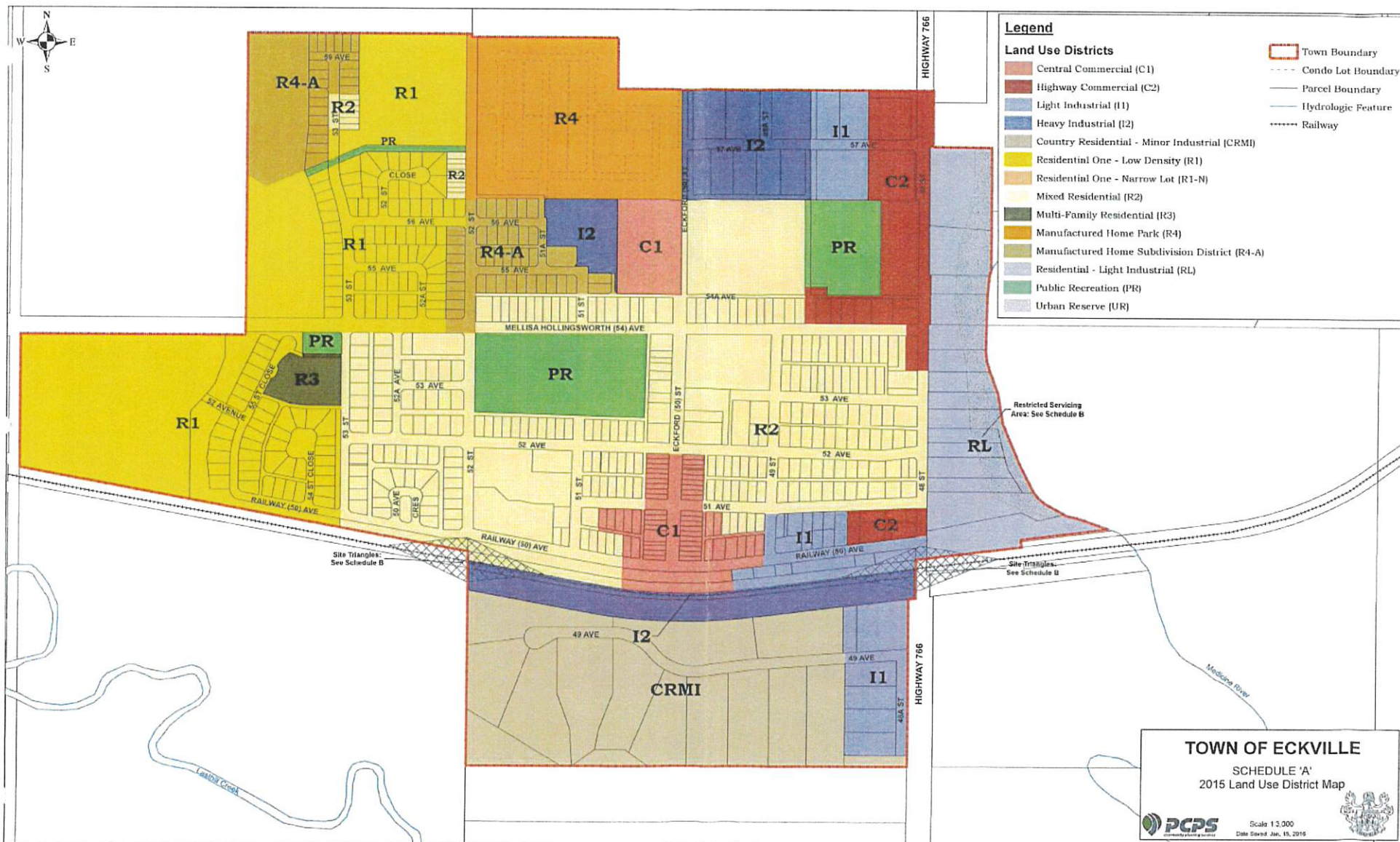
Cell:- 587-877-0790



2 attachments



57th Ave. Subdivision.png
4905K

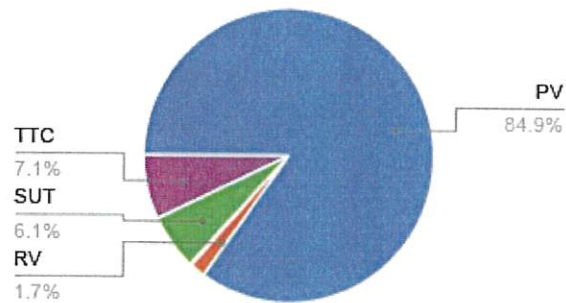


Appendix C

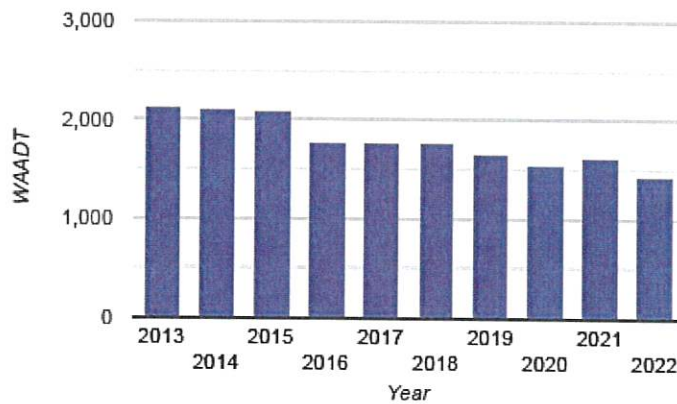
Traffic Counts

Highway: 766
Control Section: 12
Traffic Control Section: 06
From KM: 4.830
To KM: 16.310
2022 WAADT: 1440
2022 ESAL/day/direction: 144.7

Vehicle Classifications



Historic WAADT



Year	WAADT
2013	2120
2014	2100
2015	2080
2016	1770
2017	1770
2018	1770
2019	1660
2020	1530
2021	1620
2022	1440

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Reference Number:
70000553

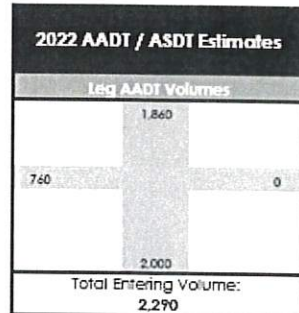
Intersection of:
766 & 54 AVE ECKVILLE

Vehicle Type	Volume	%
A: Passenger Vehicle	1,546	85.1%
B: Recreational Vehicle	69	3.8%
C: Bus	0	0.0%
D: Single Unit Truck	93	5.1%
E: Tractor Trailer Unit	110	6.0%

AADT 1,860
ASDT 2,040

From North		
910		
Right	Thru	Left
150	760	0
141	634	0
2	38	0
0	0	0
5	42	0
2	46	0

To North	
	930
A	773
B	29
C	0
D	46
E	62



To West	
	380
A	361
B	3
C	0
D	10
E	6

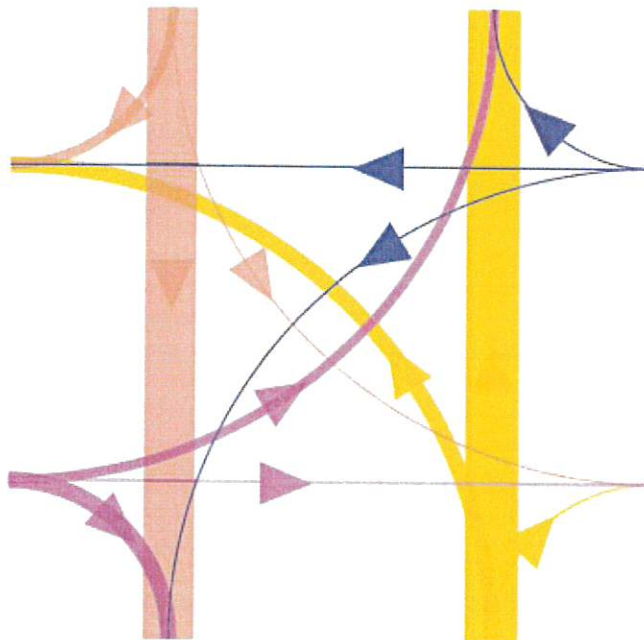
Volume		
	Volume	%
A	720	94.7%
B	6	0.8%
C	0	0.0%
D	20	2.6%
E	14	1.8%
AADT	760	
ASDT	840	

From West			
380			
	Left	Thru	Right
	140	0	240
A	134	0	225
B	1	0	2
C	0	0	0
D	4	0	6
E	1	0	7

From East		
0		
Left	Thru	Right
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0

Vehicle Type		
	Volume	%
A	0	###
B	0	###
C	0	###
D	0	###
E	0	###
AADT	0	
ASDT	0	

To East	
	0
	0
	0
	0
	0
	0



To South	
1,000	
	859
	40
	0
	48
	53

From South		
1,000		
Left	Thru	Right
230	770	0
220	639	0
1	28	0
0	0	0
5	42	0
4	61	0

Vehicle Type	Volume	%
A: Passenger Vehicle	1,718	85.9%
B: Recreational Vehicle	69	3.5%
C: Bus	0	0.0%
D: Single Unit Truck	95	4.8%
E: Tractor Trailer Unit	118	5.9%

AADT 2,000
ASDT 2,240

ABBREVIATIONS:

AADT: Annual Average Daily Traffic.
Average daily traffic expressed as vehicles per day for the period from January 1 to December 31 (inclusive), 365 days.

ASDT: Average Summer Daily Traffic.
Average daily traffic expressed as vehicles per day for the period from May 1 to September 30 (inclusive), 153 days.

NOTE:
Coloured line thickness corresponds to turning movement volume.

Reference Number:

70000553

Intersection of:

766 & 54 AVE ECKVILLE

Vehicle Type	Volume	%
A: Passenger Vehicle	150	84.7%
B: Recreational Vehicle	3	1.7%
C: Bus	0	0.0%
D: Single Unit Truck	10	5.6%
E: Tractor Trailer Unit	14	7.9%

AM 177

2022 AM 100th Highest Hour Estimates

Leg AM Volumes		
177		
104		0
	225	
Total Entering Volume:		
253		

From North			
94			
Right	Thru	Left	
13	81	0	
A	12	68	0
B	0	2	0
C	0	0	0
D	1	4	0
E	0	7	0

To North			
83			
Left	Thru	Right	
A	70		
B	1		
C	0		
D	5		
E	7		

To West			
55			
Left	Thru	Right	
A	49		
B	1		
C	0		
D	3		
E	2		

Volume %			
A	B	C	D
95	2	0	3
91.3%	1.9%	0.0%	2.5%
4			
3.8%			

From West			
49			
Left	Thru	Right	
15	0	34	
A	14	0	32
B	0	0	1
C	0	0	0
D	0	0	0
E	1	0	1

From East			
0			
Left	Thru	Right	
0	0	0	
A	0	0	0
B	0	0	0
C	0	0	0
D	0	0	0
E	0	0	0

Vehicle Type			
A	0	####	
B	0	####	
C	0	####	
D	0	####	
E	0	####	

To East			
0			
Left	Thru	Right	
A	0		
B	0		
C	0		
D	0		
E	0		

To South			
115			
Left	Thru	Right	
A	100		
B	3		
C	0		
D	4		
E	8		

From South			
110			
Left	Thru	Right	
42	68	0	
A	37	56	0
B	1	1	0
C	0	0	0
D	2	5	0
E	2	6	0

Vehicle Type	Volume	%
A: Passenger Vehicle	193	85.8%
B: Recreational Vehicle	5	2.2%
C: Bus	0	0.0%
D: Single Unit Truck	11	4.9%
E: Tractor Trailer Unit	16	7.1%

AM 225

NOTE:
Coloured line thickness
corresponds to turning
movement volume.

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70000553

766 & 54 AVE ECKVILLE

PM 188

	To North
	97
A	57
B	4
C	2
D	1
E	3

West On: 54 AVE	Volume		%
	A	102	88.7%
	B	4	3.5%
	C	3	2.6%
	D	5	4.3%
	E	1	0.9%
PM		115	

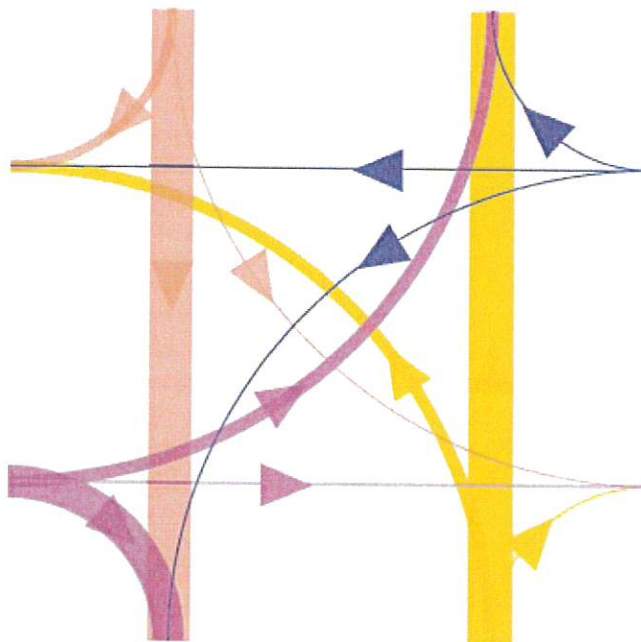
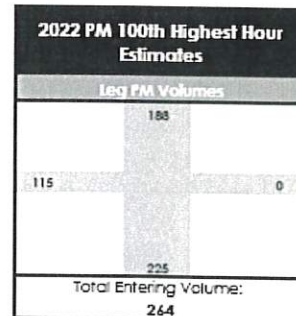
From East		
0		
Left	Thru	Right
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0

Vehicle Type		East On
A	0 0000000	
B	0 0000000	
C	0 0000000	
D	0 0000000	
E	0 0000000	
PM	0	

To East
0
0
0
0
0

	To South
	129
A	117
B	3
C	1
D	2
E	6

		From South		
		96		
		Left	Thru	Right
A		21	75	0
B		17	67	0
C		1	4	0
D		0	0	0
E		3	1	0
F		0	3	0

PM 225

NOTE:
Coloured line thickness
corresponds to turning
movement volume.

Appendix D

Trip Generation

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Land Use: 130

Industrial Park

Description

Industrial parks contain a number of industrial or related facilities. They are characterized by a mix of manufacturing, service and warehouse facilities with a wide variation in the proportion of each type of use from one location to another. Many industrial parks contain highly diversified facilities—some with a large number of small businesses and others with one or two dominant industries. General light industrial (Land Use 110), general heavy industrial (Land Use 120), manufacturing (Land Use 140), high-cube warehouse/distribution center (Land Use 152) and business park (Land Use 770) are related uses.

Additional Data

Average weekday transit trip ends:

- 0.03 per employee
- 0.05 per 1,000 square feet gross floor area
- 0.69 per acre

Truck trips accounted for 1 to 31 percent of the weekday traffic. The average was approximately 13 percent. This average was based on all sites surveyed.

Vehicle occupancy ranged from 1.2 to 1.8 persons per automobile on an average weekday. The average for the sites where these data were available was 1.37.

The peak hour of the generator typically coincided with the peak hour of the adjacent street traffic.

Facilities with employees on shift work may peak at other hours.

The sites were surveyed in the late 1960s, the early 1970s, the mid-1980s and the 2000s throughout the United States.

Source Numbers

3, 7, 10, 14, 68, 74, 85, 91, 100, 146, 162, 184, 251, 277, 422, 706

Industrial Park (130)

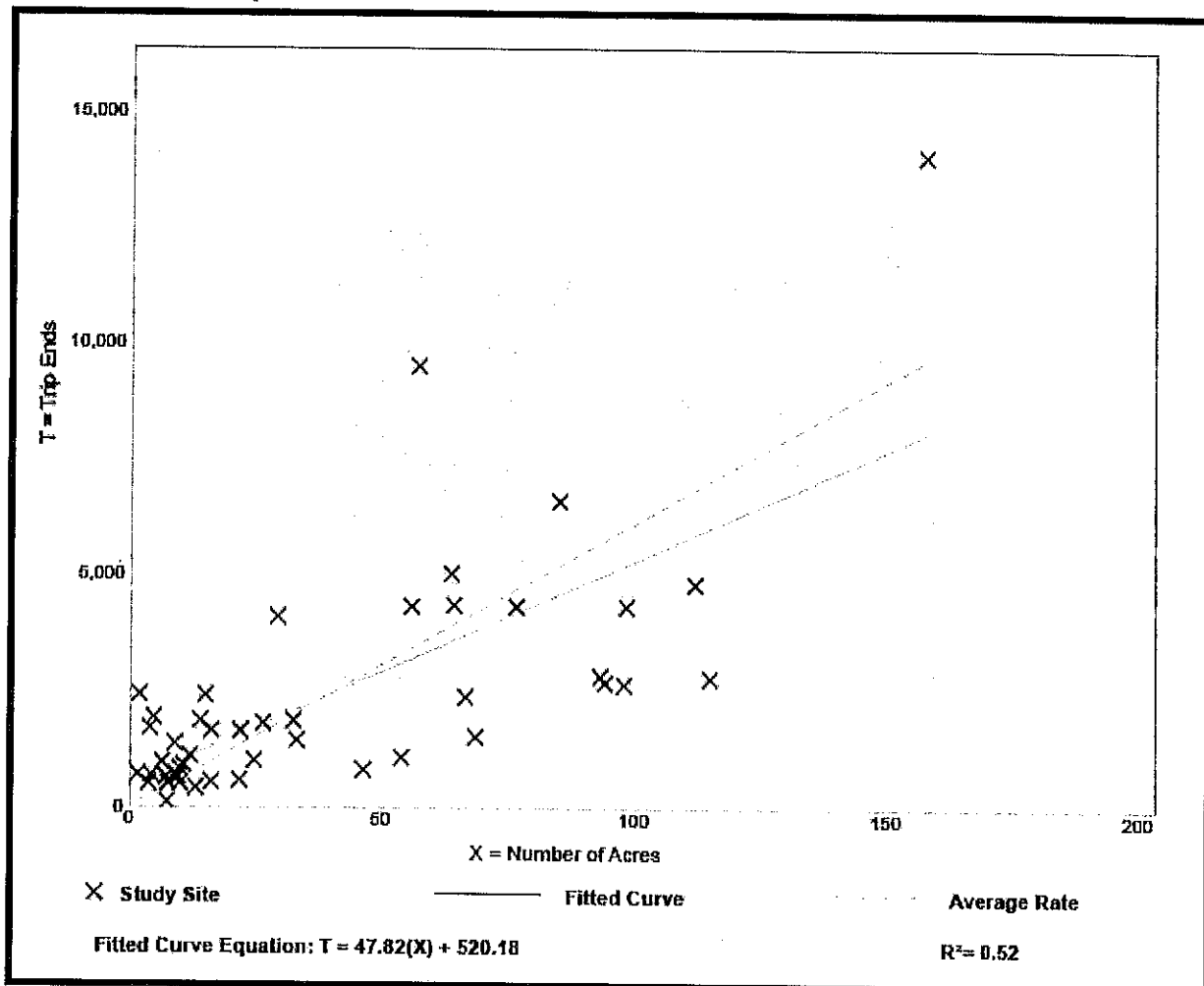
Vehicle Trip Ends vs: Acres
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 46
Average Number of Acres: 39
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Acre

Average Rate	Range of Rates	Standard Deviation
61.17	13.87 - 1272.63	60.97

Data Plot and Equation



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Industrial Park (130)

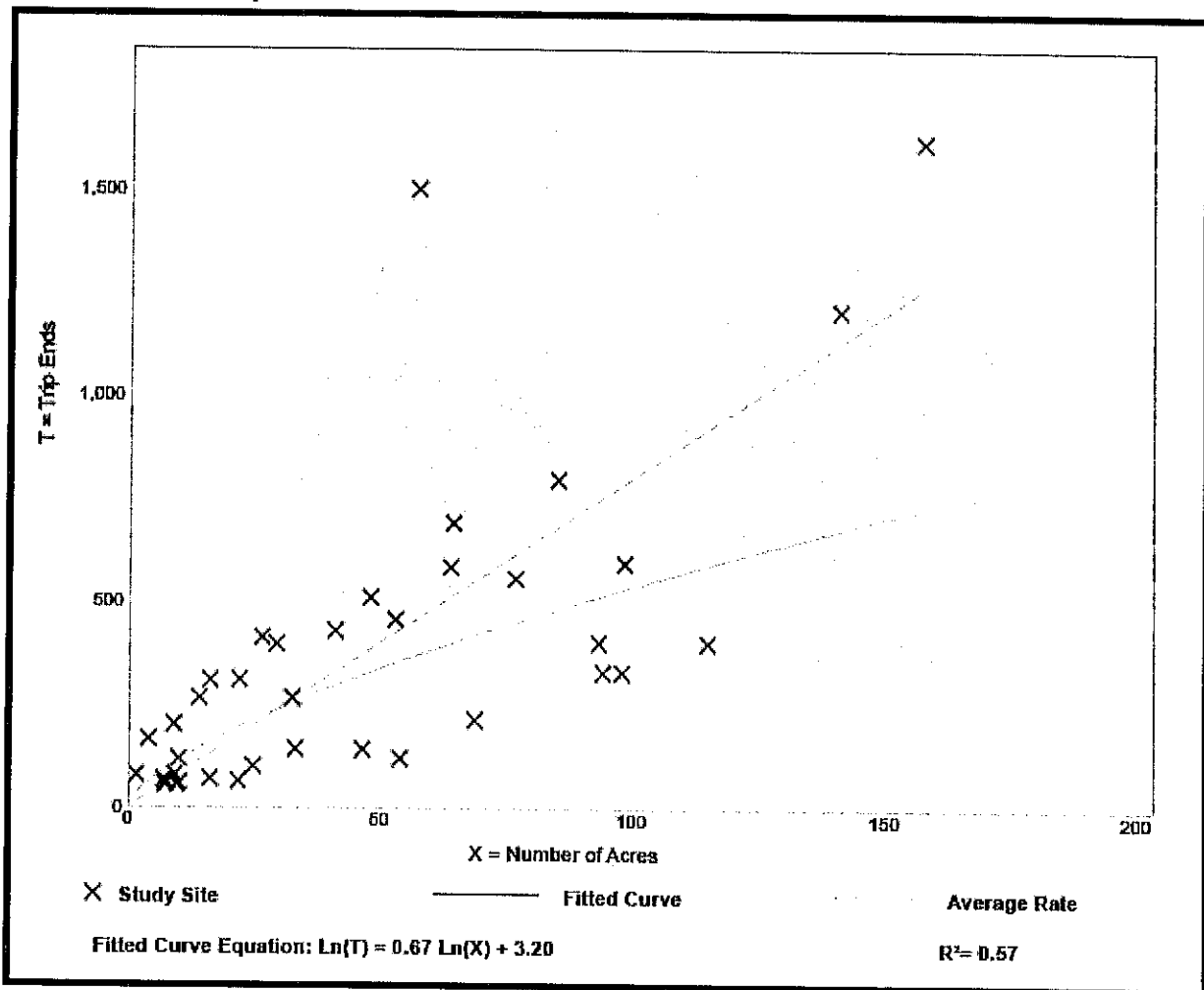
Vehicle Trip Ends vs: Acres
On a: Weekday,
AM Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 38
Average Number of Acres: 47
Directional Distribution: 87% entering, 13% exiting

Vehicle Trip Generation per Acre

Average Rate	Range of Rates	Standard Deviation
8	2.20 - 48.75	5.47

Data Plot and Equation



Industrial Park (130)

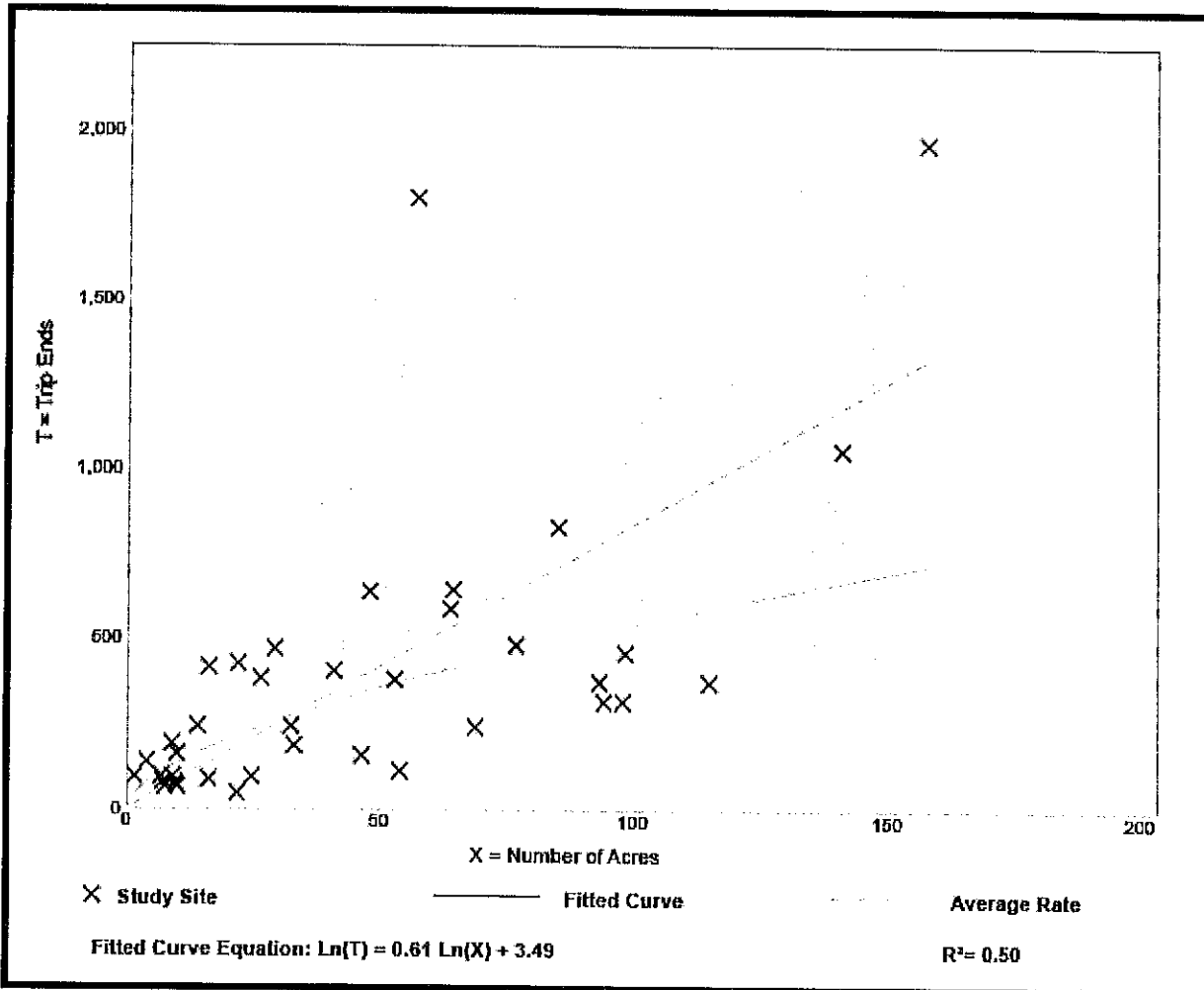
Vehicle Trip Ends vs: Acres
On a: Weekday,
PM Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 38
Average Number of Acres: 47
Directional Distribution: 21% entering, 79% exiting

Vehicle Trip Generation per Acre

Average Rate	Range of Rates	Standard Deviation
8.39	2.07 - 59.38	6.56

Data Plot and Equation



Industrial Park (130)

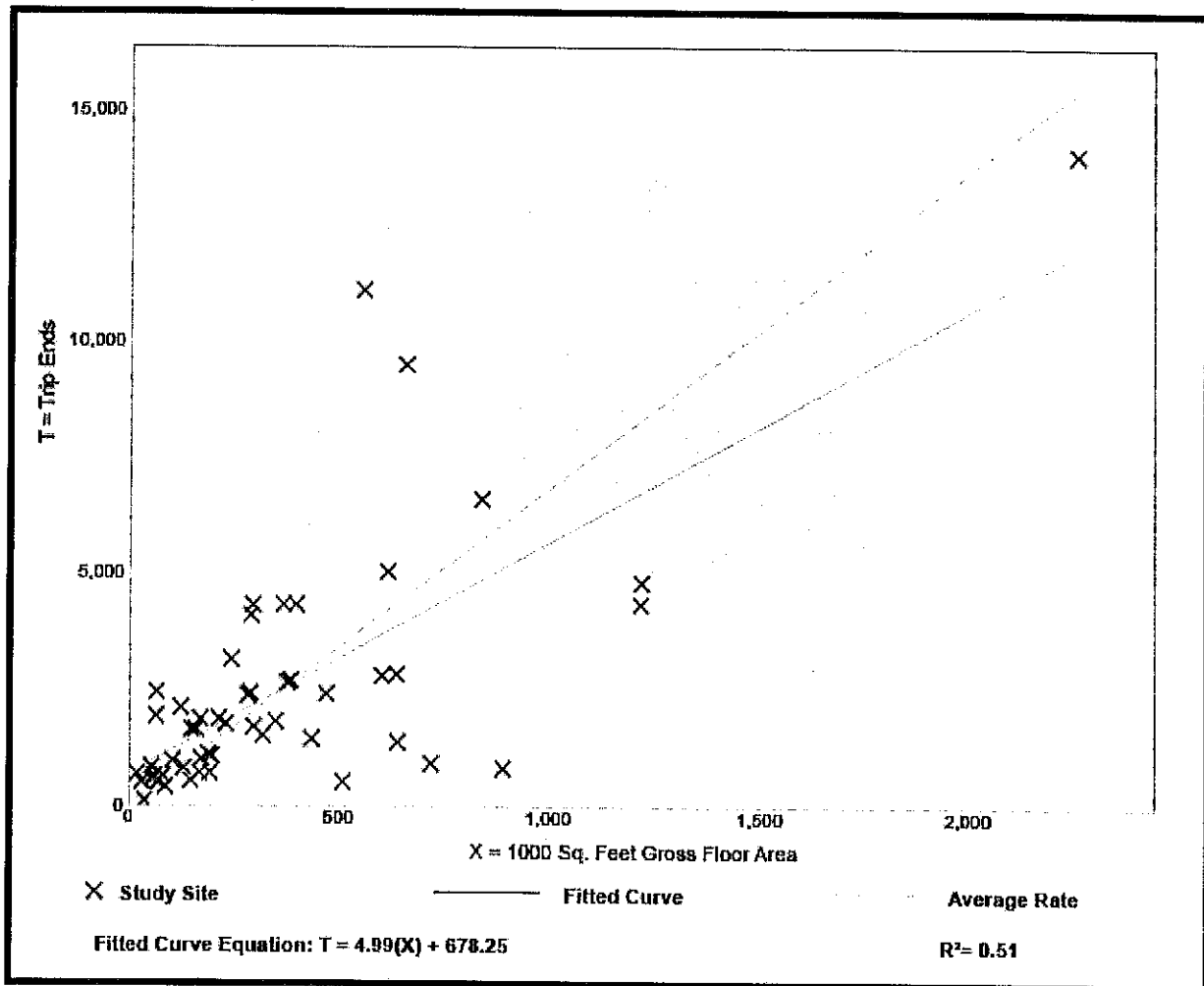
Vehicle Trip Ends vs: 1000 Sq. Feet Gross Floor Area
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 52
Average 1000 Sq. Feet GFA: 369
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Feet Gross Floor Area

Average Rate	Range of Rates	Standard Deviation
6.83	0.91 - 36.97	4.97

Data Plot and Equation



Industrial Park (130)

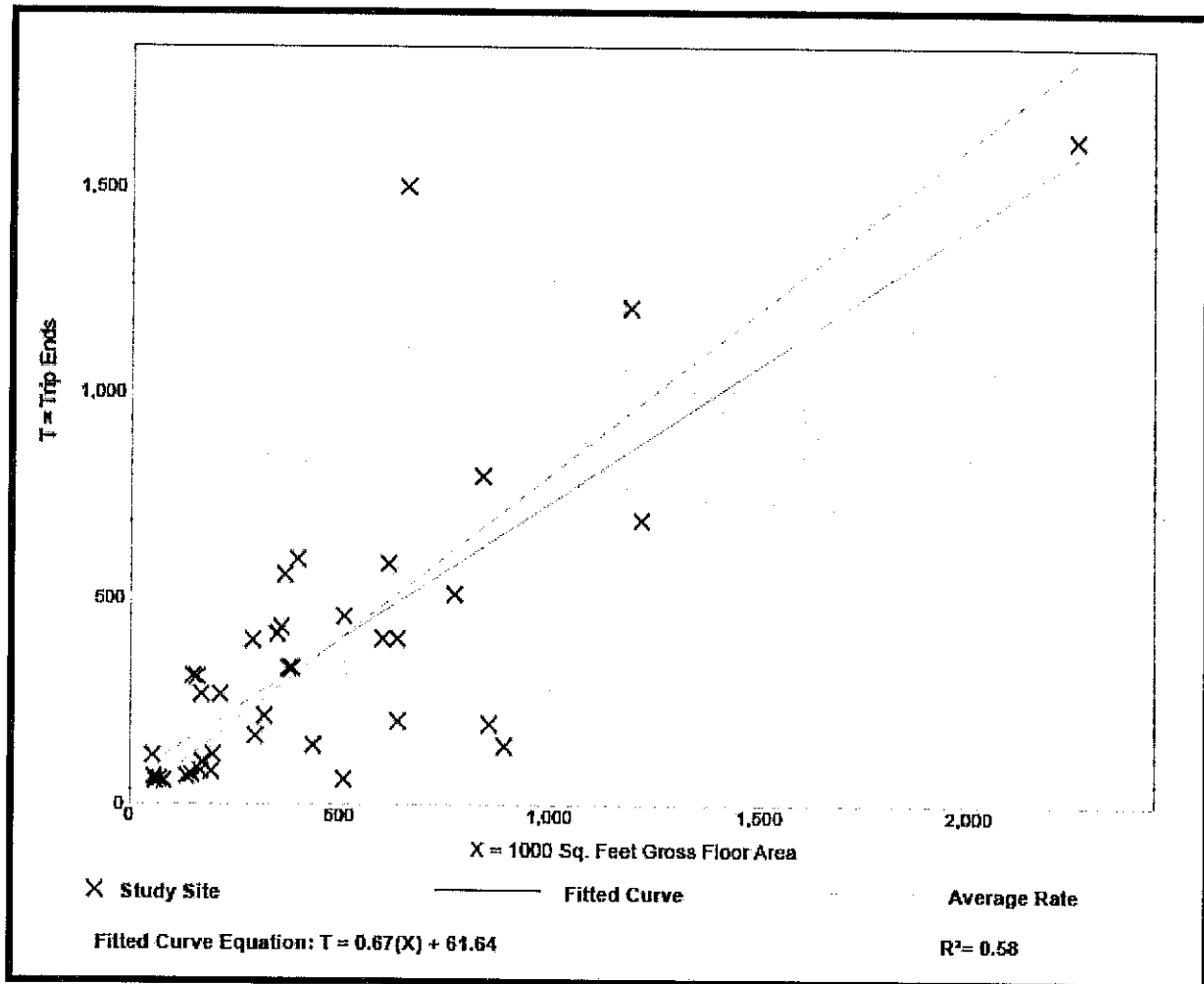
Vehicle Trip Ends vs: 1000 Sq. Feet Gross Floor Area
On a: Weekday,
AM Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 39
Average 1000 Sq. Feet GFA: 457
Directional Distribution: 87% entering, 13% exiting

Vehicle Trip Generation per 1000 Sq. Feet Gross Floor Area

Average Rate	Range of Rates	Standard Deviation
0.8	0.12 - 2.28	0.49

Data Plot and Equation



Industrial Park (130)

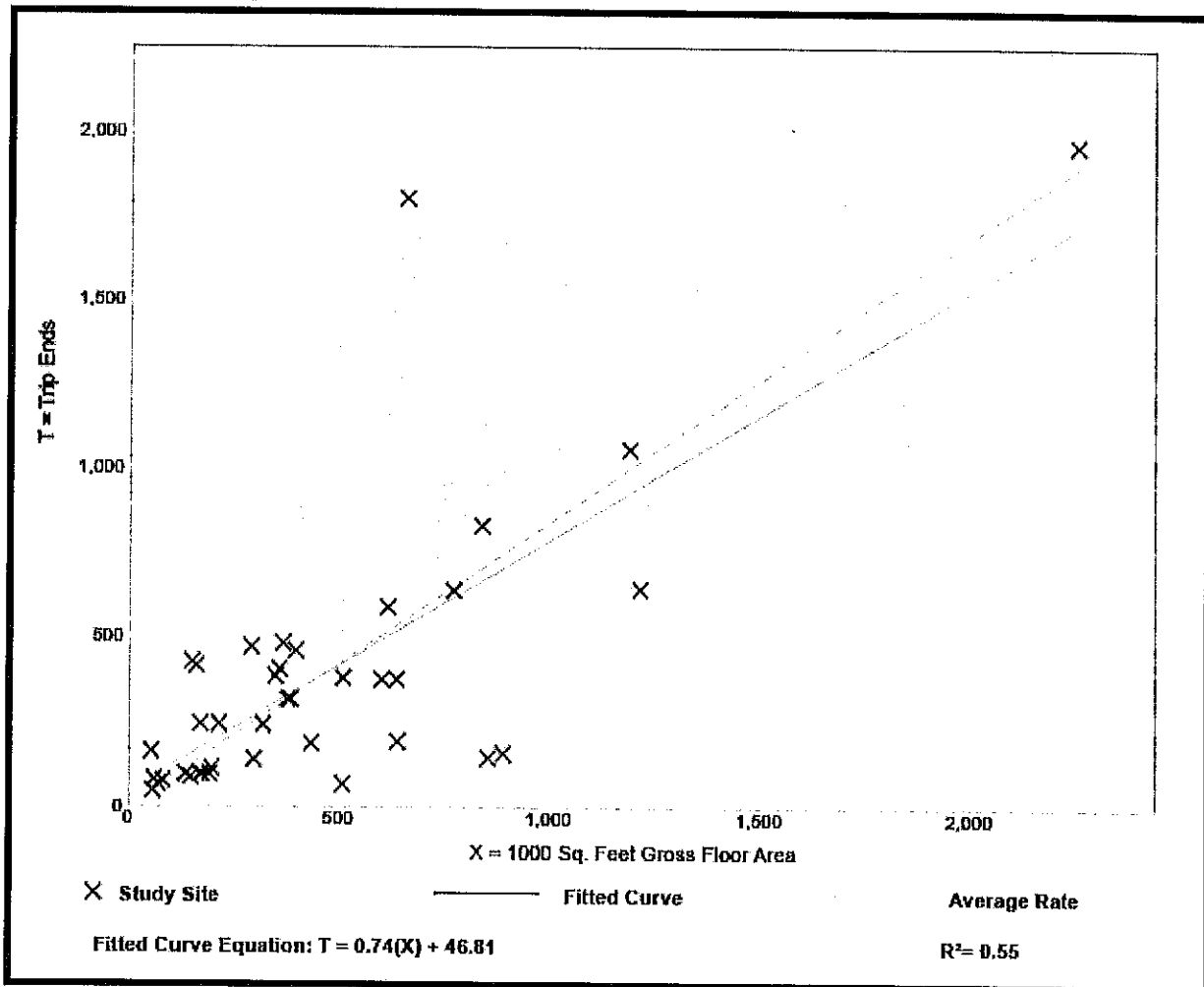
Vehicle Trip Ends vs: 1000 Sq. Feet Gross Floor Area
On a: Weekday,
PM Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 39
Average 1000 Sq. Feet GFA: 457
Directional Distribution: 21% entering, 79% exiting

Vehicle Trip Generation per 1000 Sq. Feet Gross Floor Area

Average Rate	Range of Rates	Standard Deviation
0.84	0.13 - 2.95	0.58

Data Plot and Equation



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Land Use: 130 Industrial Park

Description

An industrial park contains several individual industrial or related facilities. It is characterized by a mix of manufacturing, service, and warehouse facilities with a wide variation in the proportion of each type of use from one location to another. Many industrial parks contain highly diversified facilities. Some parks in the database have a large number of small businesses and others have one or two dominant industries. General light industrial (Land Use 110) and manufacturing (Land Use 140) are related uses.

Additional Data

The sites were surveyed in the 1980s, the 2000s, 2010s, and the 2020s in California, Georgia, New Jersey, Massachusetts, New York, Ontario (CAN), and Pennsylvania.

Source Numbers

106, 162, 184, 251, 277, 422, 706, 747, 753, 937, 1032, 1070

Industrial Park (130)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban

Number of Studies: 27

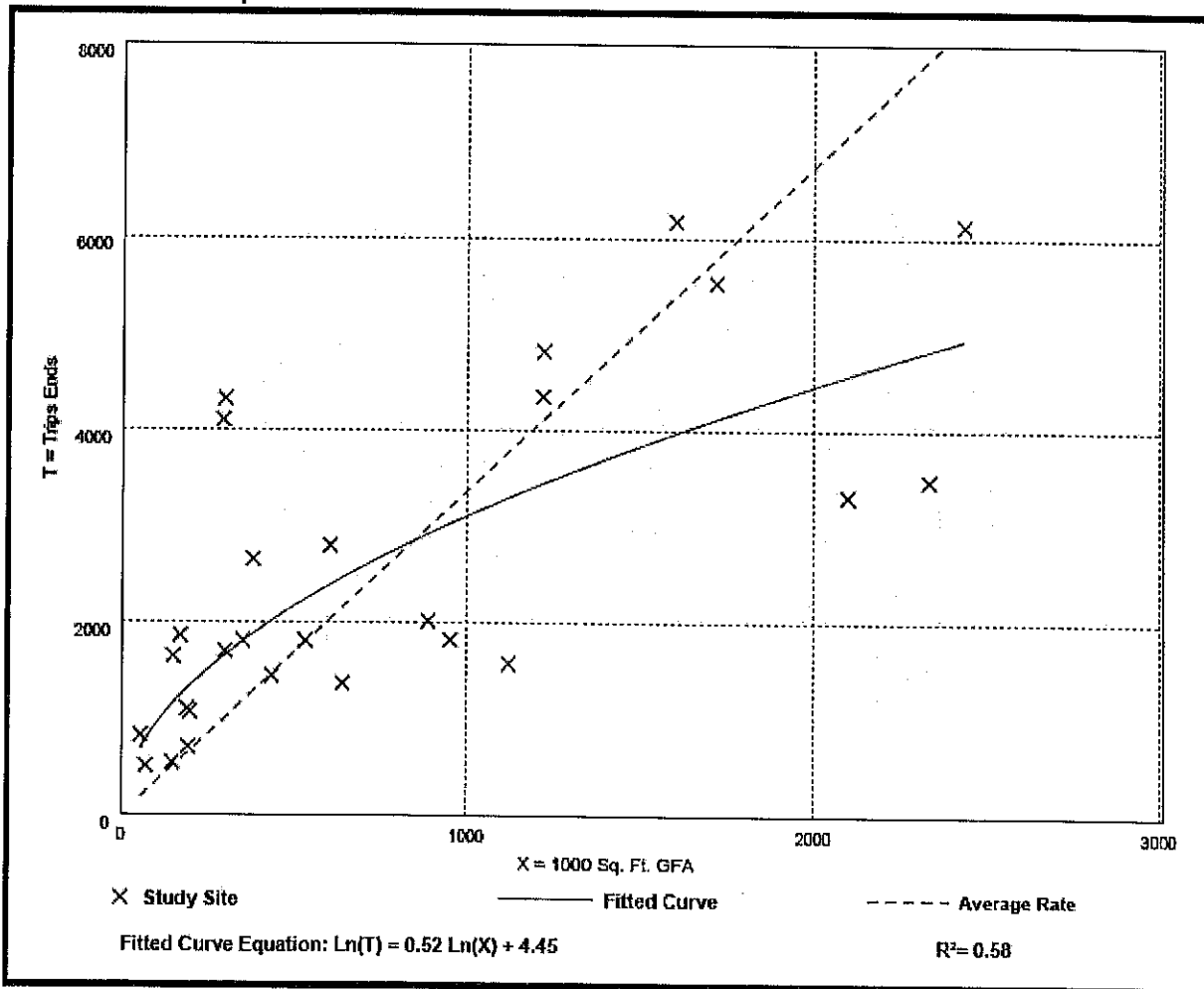
Avg. 1000 Sq. Ft. GFA: 762

Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
3.37	1.41 - 14.98	2.60

Data Plot and Equation



Industrial Park (130)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

AM Peak Hour of Generator

Setting/Location: General Urban/Suburban

Number of Studies: 30

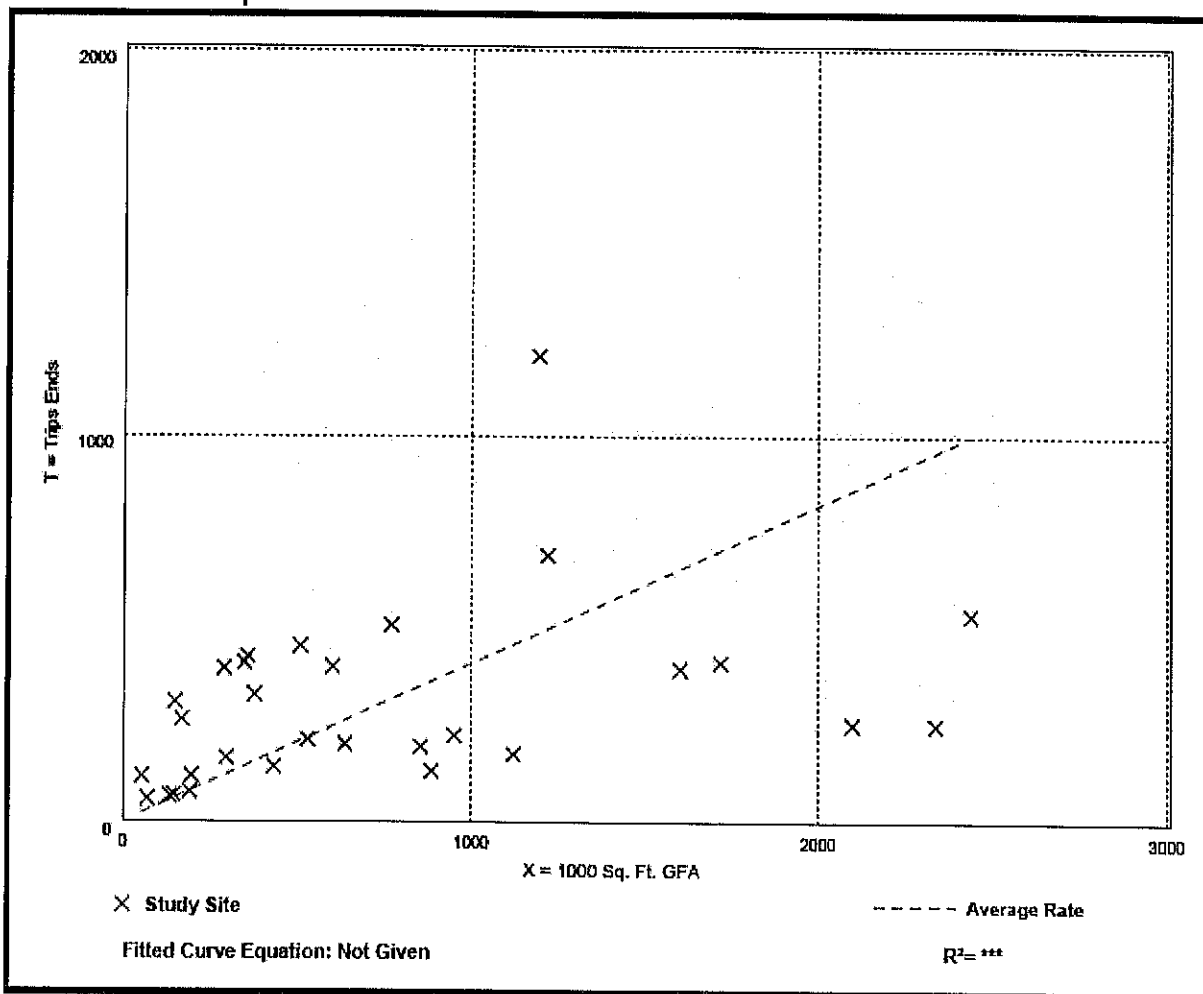
Avg. 1000 Sq. Ft. GFA: 757

Directional Distribution: 87% entering, 13% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.41	0.11 - 2.13	0.37

Data Plot and Equation



125

Industrial Park (130)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

PM Peak Hour of Generator

Setting/Location: General Urban/Suburban

Number of Studies: 30

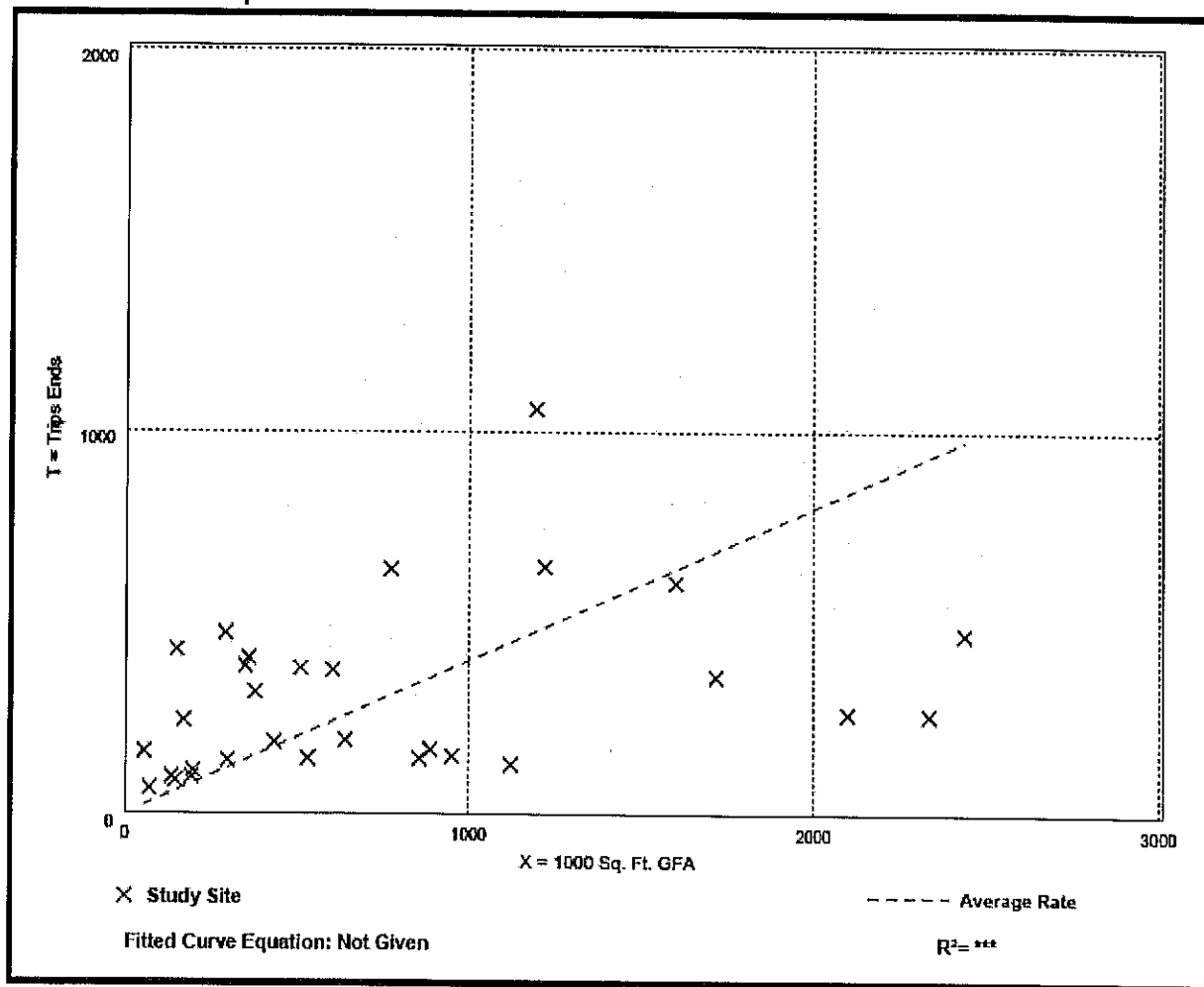
Avg. 1000 Sq. Ft. GFA: 757

Directional Distribution: 21% entering, 79% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.40	0.11 - 2.95	0.41

Data Plot and Equation



Land Use: 240

Mobile Home Park

Description

A mobile home park generally consists of manufactured homes that are sited and installed on permanent foundations. The mobile home park typically includes community facilities such as a recreation room, swimming pool, and laundry facilities.

Additional Data

The sites were surveyed in the 1980s, the 1990s, and the 2000s in Delaware, Indiana, Oregon, Virginia, and West Virginia.

Source Numbers

155, 169, 252, 936, 1066

Mobile Home Park (240)

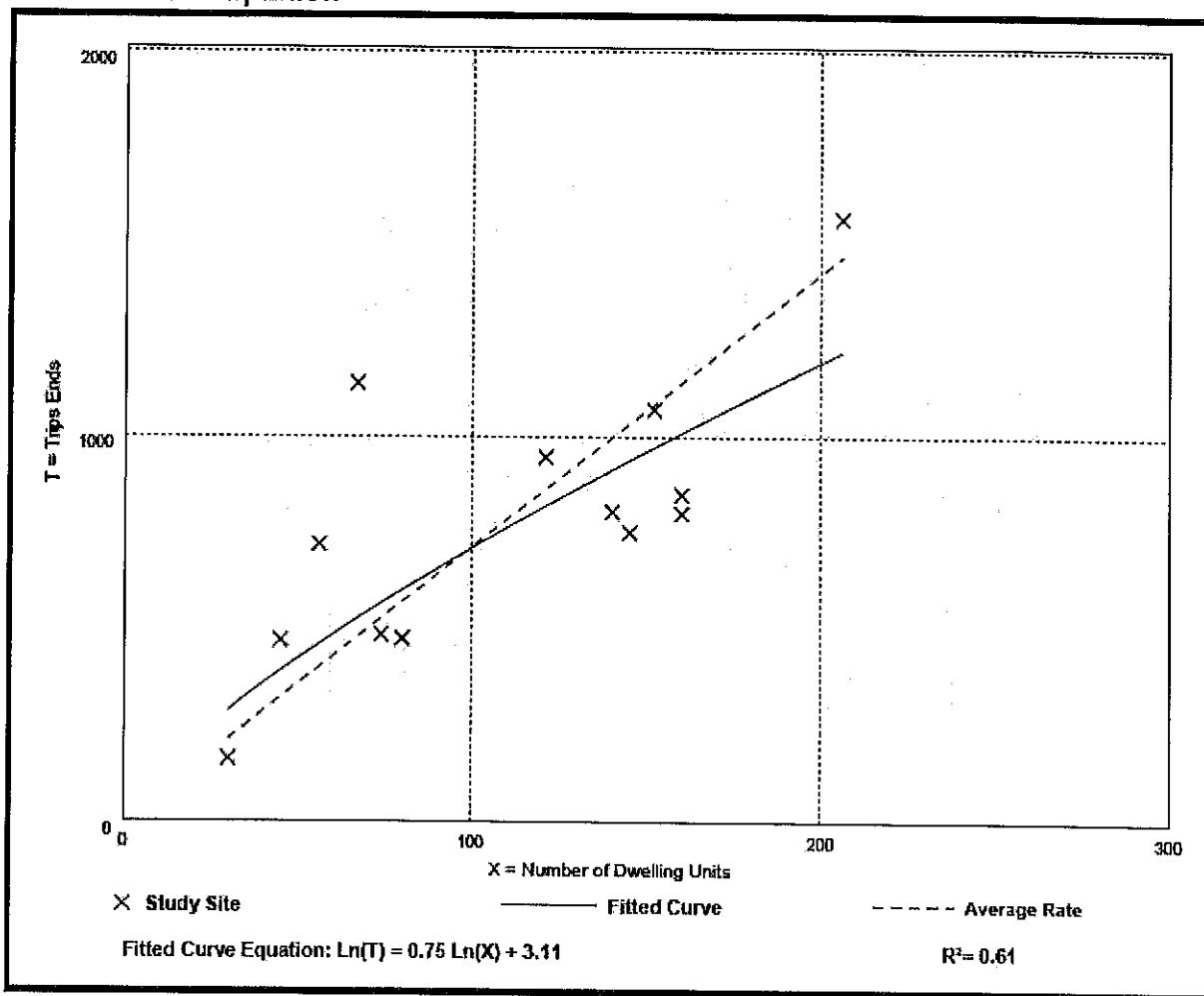
Vehicle Trip Ends vs: Dwelling Units
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 13
Avg. Num. of Dwelling Units: 110
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
7.12	5.00 - 16.96	2.91

Data Plot and Equation



Mobile Home Park (240)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

AM Peak Hour of Generator

Setting/Location: General Urban/Suburban

Number of Studies: 14

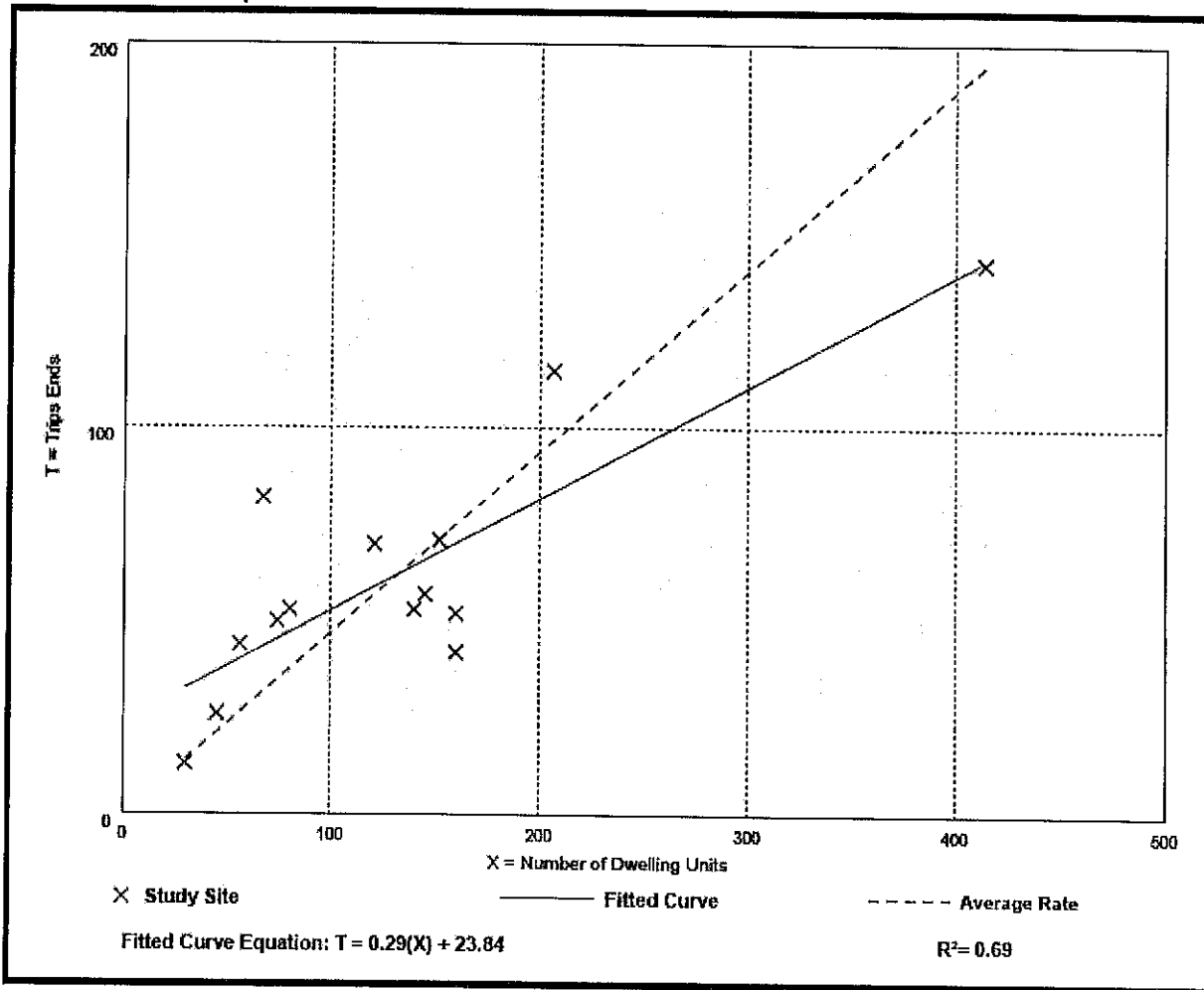
Avg. Num. of Dwelling Units: 132

Directional Distribution: 25% entering, 75% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.47	0.26 - 1.22	0.20

Data Plot and Equation



129

Mobile Home Park (240)

Vehicle Trip Ends vs: Dwelling Units

On a: Weekday,

PM Peak Hour of Generator

Setting/Location: General Urban/Suburban

Number of Studies: 14

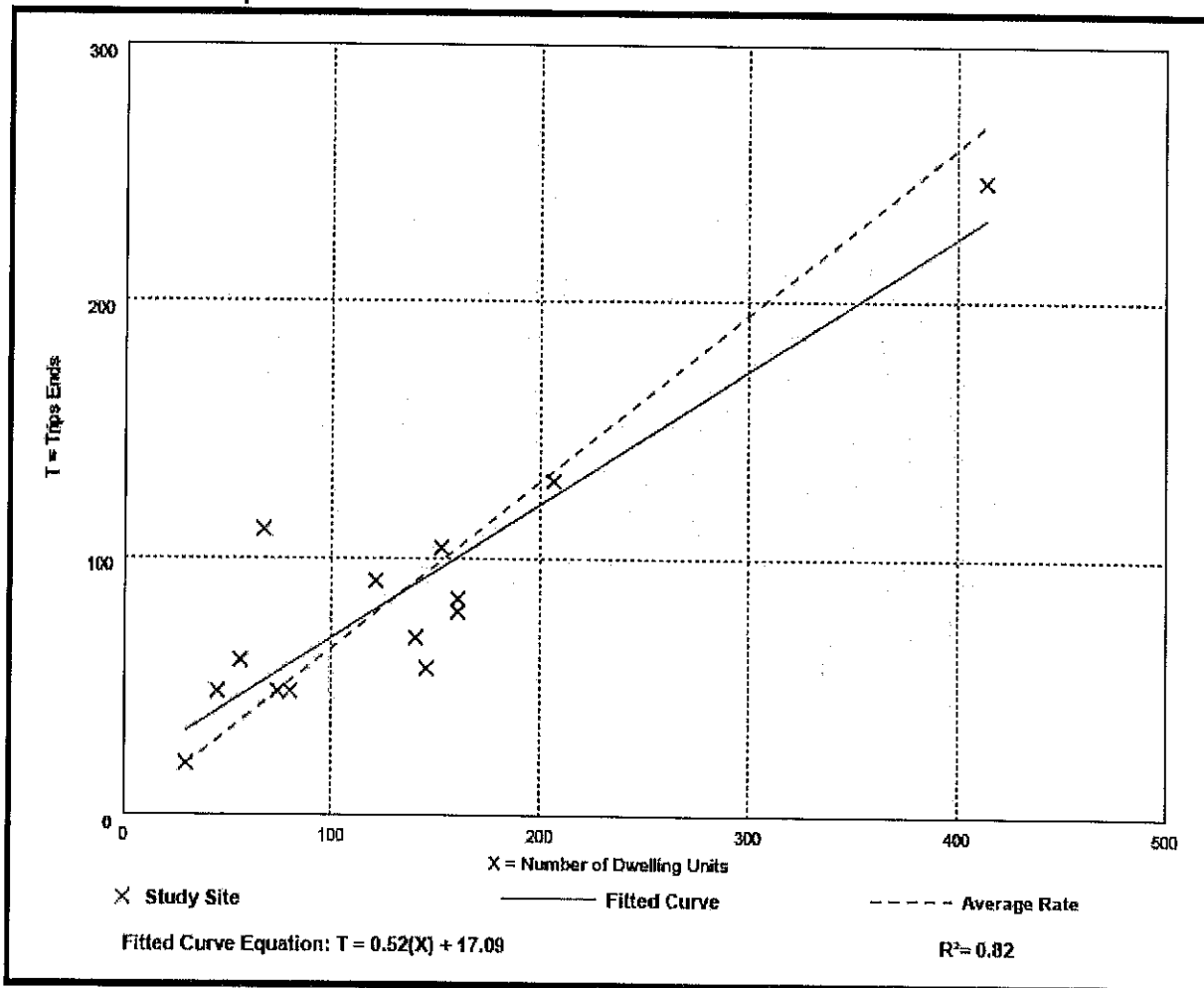
Avg. Num. of Dwelling Units: 132

Directional Distribution: 61% entering, 39% exiting

Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.65	0.39 - 1.66	0.25

Data Plot and Equation



Appendix E

Warrant Analyses

Figure 2 - 6. Guideline for determining the need for a major-road right-turn bay at a two-way stop-controlled intersection.

INPUT

Roadway geometry:	2-lane roadway
Variable	Value
Major-road speed, km/h:	40
Major-road volume (one direction), veh/h:	98
Right-turn volume, veh/h:	21

OUTPUT

Variable	Value
Limiting right-turn volume, veh/h:	45081867
Guidance for determining the need for a major-road right-turn bay for a 2-lane roadway:	
Do NOT add right-turn bay.	

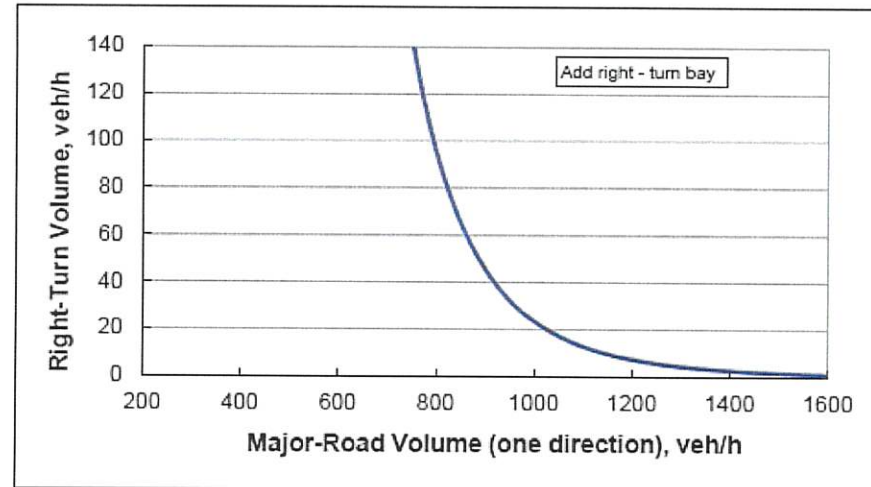


Figure 2 - 6. Guideline for determining the need for a major-road right-turn bay at a two-way stop-controlled intersection.

INPUT

Roadway geometry:	2-lane roadway
Variable	Value
Major-road speed, km/h:	40
Major-road volume (one direction), veh/h:	110
Right-turn volume, veh/h:	5

OUTPUT

Variable	Value
Limiting right-turn volume, veh/h:	21951423
Guidance for determining the need for a major-road right-turn bay for a 2-lane roadway:	
Do NOT add right-turn bay.	

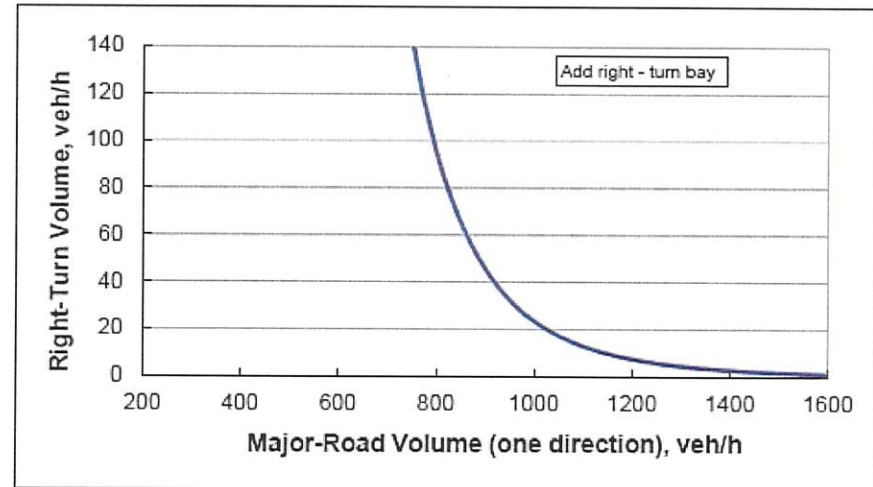


Figure 2 - 5. Guideline for determining the need for a major-road left-turn bay at a two-way stop-controlled intersection.

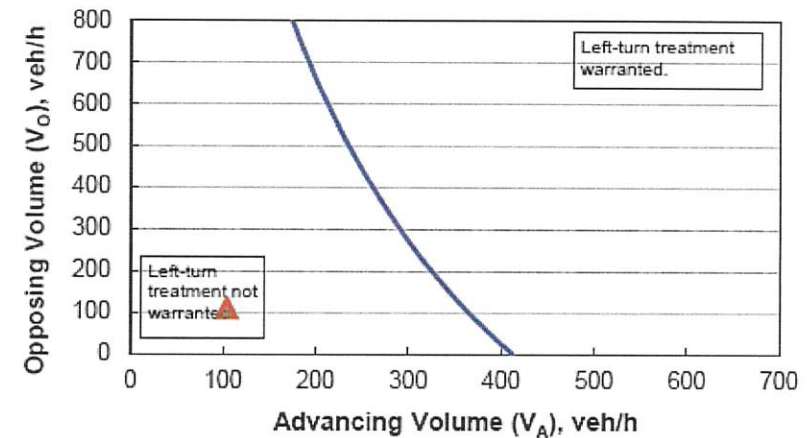
2-lane roadway (metric)

INPUT

Variable	Value
85 th percentile speed, km/h:	40
Percent of left-turns in advancing volume (V_A), %:	44%
Advancing volume (V_A), veh/h:	104
Opposing volume (V_O), veh/h:	111

OUTPUT

Variable	Value
Limiting advancing volume (V_A), veh/h:	360
Guidance for determining the need for a major-road left-turn bay:	
Left-turn treatment NOT warranted.	



CALIBRATION CONSTANTS

Variable	Value
Average time for making left-turn, s:	3.0
Critical headway, s:	5.0
Average time for left-turn vehicle to clear the advancing lane, s:	1.9

Figure 2 - 5. Guideline for determining the need for a major-road left-turn bay at a two-way stop-controlled intersection.

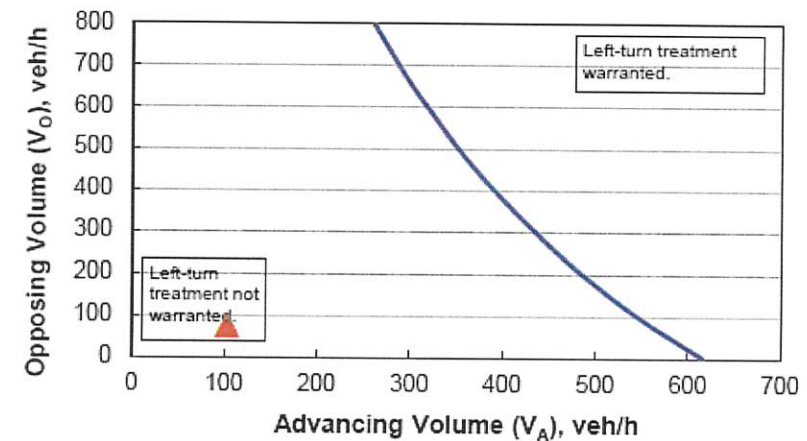
2-lane roadway (metric)

INPUT

Variable	Value
85 th percentile speed, km/h:	40
Percent of left-turns in advancing volume (V_A), %:	13%
Advancing volume (V_A), veh/h:	103
Opposing volume (V_O), veh/h:	74

OUTPUT

Variable	Value
Limiting advancing volume (V_A), veh/h:	562
Guidance for determining the need for a major-road left-turn bay:	
Left-turn treatment NOT warranted.	



CALIBRATION CONSTANTS

Variable	Value
Average time for making left-turn, s:	3.0
Critical headway, s:	5.0
Average time for left-turn vehicle to clear the advancing lane, s:	1.9

Mtg. Date Feb 24, 2025

Agenda Item 5.3

TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	February 24, 2025
Originated By:	Jack Ramsden, CAO
Title:	Financial Reviewer for the Town of Eckville Municipal Library

BACKGROUND: The 2024 Eckville Municipal Library Statement of Receipts and Disbursements must be signed by a person or company approved by Town Council.
When the review has been completed these documents will be submitted to Town Council for approval.

These are two steps required in order for the library to apply for their public operating grant.

DISCUSSION/ALTERNATIVES: The Library Board would request that we appoint Garth Yeomans to review the Town of Eckville Municipal Library 2024 Statement of Receipts and Disbursements.

IMPACT ON BUDGET: None

RECOMMENDED ACTION: That the following motion be presented for consideration:

"That Garth Yeomans be appointed as the Financial Reviewer for the Eckville Municipal Library's 2024 Statement of Receipts and Disbursements."

Prepared By:  Approved By: 

TOWN OF ECKVILLE

Mtg. Date

Feb 24, 2025

Agenda Item

6.1

Council Procedures Bylaw No. 801-25

Mtg. Date

Agenda Item

A by-law of the Town of Eckville, in the Province of Alberta, to regulate the proceedings in and transacting of business by the Municipal Council of the Town of Eckville.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF ECKVILLE, DULY ASSEMBLED ENACTS AS FOLLOWS:

1. Definitions and Interpretation

1.1. In this bylaw:

“Administrator” means the Chief Administrative Officer appointed by Council or a designated officer where such has been designated and appointed by Council.

“Chief Elected Official” and/or “Mayor” means the person elected by the electors of the Town of Eckville.

“Council” means the Council of the Town of Eckville.

“Council Committee” means a committee, board or other body established by the Council of the Town of Eckville.

“Councillor” includes the chief elected official.

“Town” means the Town of Eckville.

2. Structure

2.1. As of October 20, 2025, The Council of the Town of Eckville shall consist of five (5) council members.

2.2. The chief elected official shall be elected by a vote of the electors of the whole of the Town and shall be designated the title of ‘Mayor’.

2.3. All Councillors shall be elected by a vote of the electors of the whole of the Town and shall be designated the title of ‘Councillor’.

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- 2.4. The Mayor shall preside when in attendance at a meeting of Council.
- 2.5. The Mayor may, at the discretion of the Mayor, be a member of all Council committees and all bodies to which Council has the right to appoint members under the Municipal Government Act.

3. Agendas

- 3.1. The Administrator shall prepare an Agenda Package for each regular council meeting, complete with the proposed itemized agenda and copies of any pertinent correspondence, statements, reports and other documents and shall endeavor to submit the noted agenda package to each member of Council at least two working days prior to each regular meeting.
- 3.2. Any member of Council wishing to have an item of business placed on the Agenda shall make the submissions in writing, explaining the nature of their submission, to the Administrator not later than four working days prior to the meeting.
- 3.3. No item of business shall be considered by the Council if the item has not been placed on the Agenda unless members of the Council present, by a unanimous vote, agree to the item being placed on the Agenda. The Mayor, any Councillor or the Administrator shall be given the opportunity to state why an item shall receive consideration on the Agenda because of its time sensitive nature before the motion is put to a vote.

4. Delegations

- 4.1. A Citizen, Group or Organization wishing to bring a matter to the attention of Council, or wishing to have a matter considered by Council, shall complete a Council Delegation Request form outlining the subject or matter to be discussed. This form shall be typewritten or legibly written, signed, and delivered or mailed to the Office of the Chief Administrative Officer.
- 4.2. The Chief Administrative Officer shall place this Council Delegation Request Form on a future Council Agenda for consideration by Council.
- 4.3. Council may, at their discretion, approve or deny the Request for Delegation.

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- 4.4. In the event that Council approves the Request for Delegation, those requesting the delegation may make oral or written presentation to Council. In the interest of time, the Mayor may require the appointment of a single spokesperson for the Delegation and each delegation shall be limited to 15 minutes unless approved by Council.

5. Council Meetings

Time of Commencement of Regular Meetings

- 5.1. Council shall, at its organizational meeting each year, establish the days and times of its regular meetings, by resolution. If a regular meeting of Council falls on a statutory holiday, the meeting shall be held on the Tuesday following the statutory holiday.

Notice of Meetings

- 5.2. Public notices of changes to the dates, times, or-location of regular meetings, special meetings, council committee meetings shall be given using any two of the following methods but endeavoring to use all three: the Town of Eckville Website, the Town of Eckville Facebook Page, posted on the Town's Facebook page and the Town of Eckville Bulletin Board.

Electronic or Other Communication

- 5.3. Any member of Council wishing to participate in a council meeting or council committee meeting by means of electronic or other communication facilities may request that the meeting be conducted by means of electronic or other communication facilities provided the requirements of the Municipal Government Act can be met.
- 5.4. The Council member requesting that the meeting be held through electronic communications shall be responsible for the expenses incurred to accommodate this request.
- 5.5. Any Council member requesting electronic attendance at a meeting because the member is unable to be physically present shall be responsible to ensure the member is fully informed with regards to the meeting agenda and the information contained there in.
- 5.6. If the Council requests a member's presence through electronic communication at a Council meeting that he is unable to physically attend, the Town shall cover the expense this request incurs.

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- 5.7. Notwithstanding the foregoing, if a Council member wishes to attend any portion of the meeting which is held in the absence of the public pursuant to the Municipal Government Act (a closed session) by means of electronic or other communication facilities, the Councillor must have provided a signed statement confirming that they will make proper arrangements to ensure the confidentiality of the closed session discussion, substantially in the form set out in Schedule "C" of the Bylaw. This statement shall be signed annually by each member of Councillor at the Town's Organization Meeting.

Quorum

- 5.8. A quorum of Council shall be a majority of those members elected and serving on Council, including the Mayor.
- 5.9. If a quorum is not present within half an hour after the time appointed for the meeting of Council, the Administrator shall call the roll and take down the names of the members present and the Council shall stand absolutely adjourned until the next regular meeting, unless a special meeting be duly called in the meantime.
- 5.10. If a quorum is lost for any reason then the meeting is at an end.

Absence of Mayor and Deputy Mayor

- 5.11. If the Mayor or Deputy Mayor are not in attendance within fifteen minutes after the time appointed for a meeting and a quorum is present, the Administrator shall call the meeting to order and a member shall be chosen by the members present to chair the meeting until the arrival of the Mayor or Deputy Mayor.

Agenda and Minutes

- 5.12. Upon the meeting being called to order a motion shall be presented to adopt all or part of the circulated agenda for the meeting. Upon unanimous resolution Council may by resolution add additional items of business to the meeting's agenda.
- 5.13. Upon adoption of the meeting's agenda, a motion shall be presented to adopt the minutes of the preceding meeting or meetings as circulated or as read, as the case may be, which motion shall be voted upon after disposition, either by unanimous consent or amendment of any errors or omissions alleged therein.

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Votes of Council

- 5.14. Unless otherwise required by this Bylaw, the Municipal Government Act or any other enactment, a simple majority vote of those members present shall be sufficient to pass any resolution or bylaw.
- 5.15. A Councillor attending a Council meeting must vote on a matter put to a vote at the meeting unless the Councillor is required or permitted to abstain from voting under the Municipal Government Act or any other enactment. Each abstention and the reasons for the abstention must be recorded in the minutes of the meeting.
- 5.16. Before a vote is taken by Council, a Councillor may request that a vote be recorded. When a vote is recorded, the minutes must show the names of the Councillors present and whether each Councillor voted for or against the proposal or abstained.
- 5.17. For the purposes of quorum, a Councillor is deemed to be absent for a vote if the Councillor is required to abstain from the vote, or the Councillor is permitted to abstain from the vote and does abstain.
- 5.18. Whenever a vote on any order, resolution or question before Council cannot be taken because of loss of a quorum, then the order, resolution or question shall be the first business to be proceeded with and disposed of at the next meeting of Council, under that particular order of business.

Adjournment of Meeting

- 5.19. Regular meetings of Council shall adjourn after four (4) hours or at 10:00 p.m. if then in session, unless otherwise determined by a majority vote of the members present, upon motion made and passed before that time while in session. Any business not completed at the time of adjournment shall be the first order of business at the next regular meeting of Council, unless in the meantime a special meeting is duly called as per the Municipal Government Act.

6. Motions

Motions Generally

- 6.1. A motion submitted to Council does not require a seconder.

- 6.2. Any member may require the question or motion under discussion, or any portion thereof, to be read at any time during the debate, but not so as to interrupt a person while speaking.
- 6.3. No motion shall be offered that is substantially the same as one on which the judgement of the meeting has already been expressed during the same meeting.
- 6.4. Whenever the Mayor or other presiding officer is of the opinion that a motion offered to Council is contrary to the rules and privileges of Council, he shall apprise the members thereof immediately, before putting the question, and shall cite the rule or authority applicable to the case without argument or comment. Whenever any matter of privilege arises, it shall immediately be taken into consideration.
- 6.5. No question shall be reconsidered more than once at any one meeting of Council unless a majority of the members of Council present agree.
- 6.6. When a motion has been made and is being considered by the Council, no other motion may be made and accepted except;
- a) a motion to refer the main question to some other person or group for consideration,
 - b) a motion to amend the main question,
 - c) a motion to table the main question,
 - d) a motion to postpone the main question to some future date,
 - e) a motion to adjourn the meeting, provided that a motion to table shall not be debated except as to the time when the matter will again be considered.
- 6.7. Not more than one main motion, amendment thereto, and amendment to the amendment may be on the floor at the time.
- 6.8. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the Mayor or other presiding officer so directs.
- 6.9. After any question is finally put by the Mayor or other presiding officer, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or presiding officer as to whether the question has been finally put shall be conclusive.

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Amendments to Motion

- 6.10. Every amendment must be relevant to the question on which it is proposed. Any amendment offered which raises a new question can only be considered on a distinct motion after notice.
- 6.11. An amendment proposing a direct negative is out of order.
- 6.12. Voting on motions and amendments shall be conducted in the reverse of the order in which they were put. For Example, firstly, upon the amendment to the motion and lastly, upon the motion.

Withdrawing or Changing Motions

- 6.13. A motion may, with the consent of the mover and a majority of the members present, be withdrawn or the wording thereof changed.

Motion to Rescind

- 6.14. A motion to rescind an action of Council may be offered at any time subsequent to the meeting at which the original motion was passed. Any member of Council may make the motion to rescind. A majority vote of the members of Council is necessary for the passage of a motion to rescind.

Motion to Adjourn

- 6.15. A motion to adjourn the meeting shall not be debatable nor amendable, except as to the time, if any, when the meeting shall be reconvened, provided that the Mayor or presiding officer may, subject to an appeal to the meeting, refuse to put a motion for adjournment if, in the opinion of the Mayor or presiding officer, the motion is offered for the purpose of obstructing the meeting.

7. Readings of Bylaws

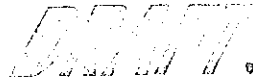
- 7.1. When a proposed bylaw is read in Council, the Administrator shall certify the reading and the date of the reading on the face thereof. When a bylaw has been read a third time and finally passed, the Administrator shall keep on file correct copies thereof including amendments, if any.
- 7.2. A by-law appearing upon the Council agenda when listed as ready for first reading shall be introduced by a member moving, "That Bylaw No. (quoting the by-law no.) be now read a first time. If a bylaw fails to receive first reading, then it may be struck from the agenda.

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- 7.3. All amendments to a bylaw suggested in Committee of the Whole shall be reported by Mayor or presiding officer to the Council, who shall receive the whole forthwith. After a report has been received, the proposed bylaw shall be open to debate and amendment.
- 7.4. Every bylaw shall be read a third time before it is signed by the Mayor or Deputy Mayor. If a bylaw fails to receive third reading, it shall remain on the agenda to be dealt with at the next regular meeting of Council.
- 7.5. Every bylaw of general application shall be printed or otherwise duplicated so as to be available to all interested parties, other bylaws shall be recorded and filed as well as amendments thereto and the Administrator shall retain the original of every bylaw on file and properly record amendments thereto.
- 7.6. Every bylaw which has passed in Council shall immediately after being sealed with the seal of the Town, and signed by the Mayor or Deputy Mayor and the Administrator, be securely deposited by the Administrator.

8. Meeting Conduct

- 8.1. The Mayor or presiding officer shall preserve order and decorum and shall decide questions of order subject to an appeal to the Council by resolutions and the decision of the presiding officer shall be final unless reversed or altered by a majority vote of members present.
- 8.2. When the Mayor or presiding officer is called on to decide a point of order or practice, the Mayor or presiding officer shall do so without argument or comment and shall state the rule of authority applicable to same.
- 8.3. The Mayor or presiding officer shall have authority to set a time limit and the number of times that a member may speak on the same question of resolution having due regard to the importance of the matter.
- 8.4. Every member in speaking to any question or motion shall address himself only to the Mayor or presiding officer.
- 8.5. When two (2) or more members desire to speak to a matter the Mayor or other presiding officer shall settle the priority.
- 8.6. During the reading of minutes, reports, communications or other papers, and when a member or any other person is addressing the Council, silence shall be observed and no one shall be allowed to disturb the meeting.



- 8.7. A member called to order shall immediately cease to speak, but may afterwards explain, and the Council, if appealed to, shall decide the same without debate; if there be no appeal the decision of the Mayor or other presiding officer shall be submitted to.
- 8.8. No member shall:
- a) speak disrespectfully of any person;
 - b) use offensive words in or against the Council or any member thereof or any official or employee of the Town;
 - c) speak except upon a question in debate;
 - d) reflect upon any vote of the Council except for the purpose of moving that such a vote be reconsidered or rescinded;
- 8.9. The Mayor or presiding officer will give each member who wishes to speak, an opportunity to do so before putting the question.
- 8.10. Any matter of meeting conduct which is not herein provided for shall be determined by the Mayor or presiding officer.

Expulsion/Exclusion from Meeting

- 8.11. The Mayor or presiding officer may cause to be expelled from and excluded from any meeting any person in attendance, other than a Councillor, who creates any disturbance during a meeting or who, in the opinion of the Mayor or presiding officer, has been guilty of improper conduct and for that purpose, the Mayor or presiding officer may direct such person to be removed by law enforcement member.

9. Council Committees

- 9.1. Council may pass bylaws in relation to the following:
- a) The establishment of and functions of Council committees and other bodies;
 - b) Procedures to be followed by Council, Council committees and other bodies established by Council.

6/17/17

10. Remuneration, Allowances, Expense Payments

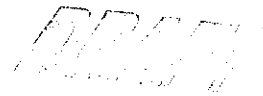
- 10.1. The Mayor and Councillors shall be paid remuneration and allowances for services performed or expenses incurred during the performance of duties as a member of Council as provided in Schedule "A" attached hereto.
- 10.2. Notwithstanding Subsection 11.1 above, each member of Council is entitled to be absent without deduction for up to four (4) regular meetings in a year for personal leave.
- 10.3. Procedures relating to the claim and payment of remuneration and expenses shall be prescribed in Schedule "A" of this bylaw.
- 10.4. If a Councillor resigns or is disqualified from remaining as a member of Council, that Councillor will not be entitled to any remuneration or allowances referred to in the Bylaw as of the date of his or her resignation or disqualification.

11. Amendments To or Repeal of this Bylaw

- 11.1. From the date of the passing of this bylaw, the above rules and regulations only shall be observed for the order and conduct of business in Council thereof and all motions, rules or regulations existing and inconsistent with this bylaw are hereby repealed.
- 11.2. This by-law shall not be repealed, amended or suspended, except so far as the terms hereof permit, unless it is repealed, amended or suspended:
 - a) by a bylaw unanimously passed at a regular or special meeting of the council at which all members thereof are present, or,
 - b) by a bylaw passed at a regular meeting of council, pursuant to a notice in writing given and openly announced at the next preceding meeting of the council and setting out the terms or the substantial effect of the proposed bylaw.

12. General

- 12.1 This Bylaw shall be in effect on the date of the final passing thereof.
- 12.2 This Bylaw repeals and replaces Bylaw No. 640-02 and amendments thereto.



SCHEDULE "A"

COUNCIL REMUNERATION

1) Council Honorariums:

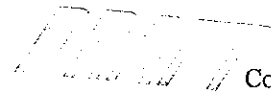
- a) Council Honorarium Pay shall be paid to All Members of Council in monthly instalments and shall provide for:
 - Attendance at a maximum of 24 meetings (regular and or budget) each calendar year; and
 - Pre-meeting preparation & time spent on miscellaneous Council business.
- b) Mayor Honorarium Pay shall be paid to the Mayor on a monthly basis and shall provide for:
 - Attendance at meetings with CAO and administration as needed; and
 - Attendance at Town Office to endorse cheques, contracts, agreements, etc.
- c) Deputy Mayor Honorarium Pay shall be paid to the Deputy Mayor on a monthly basis and shall provide for:
 - Attendance at meetings with CAO and administration as needed in the Mayors absence; and
 - Attendance at Town Office to endorse cheques, contracts, agreements, etc. in the Mayors absence.

2) Council Honorarium Rates:

- a) Mayor - \$732.67 per month
- b) Deputy Mayor - \$560.91 per month
- c) Council Members - \$446.48 per month

3) Council Per Diem Pay:

- a) Council Per Diem Pay shall be paid to All Members of Council on a monthly basis as follows:
 - For attendance at internal Town committee meetings as approved by Council; and
 - For attendance at external committee meetings as approved by Council; and
 - For attendance at conventions, seminars, workshops, special functions, or other events as approved by Council.



4) **Council Per Diem Rates:**

- | | |
|------------------------------------|-------------------------------|
| a) Minimum (up to 2 hours) - | \$ 68.68 |
| b) Half Day (2 hours to 4 hours) - | \$137.36 |
| c) Full Day (4 hours to 8 hours) - | \$274.72 (Maximum Daily Rate) |

5) **Mayor's Hospitality Allowance:** As per approved annual budget

6) **Remuneration from Outside Boards and/or Committees**

Where the Mayor or Councillor receives remuneration from another board or committee, such remuneration should be paid, where possible, directly to the Town of Eckville. The Council member will submit an expense sheet listing the function attended, remuneration for such attendance and any expenses incurred. Payment will be made at the end of the month following submission of a Timesheet.

7) **Travel and Subsistence Allowances**

- | | |
|--------------------------------------|--|
| a) Mileage | \$0.70 per kilometre for the first 5,000 kilometres driven
\$0.62 per kilometre driven after that |
| b) Meals (receipts not required) | \$23.00 Per meal to a maximum of \$69.00 per day |
| c) Incidental Expenses (no receipts) | \$10.00 flat rate per night |
| d) Hotel Accommodations, parking | 100% |
| e) Registration fees | 100% |

8) **Communication Allowances**

The Town recognizes that the Mayor and Council Members make use of their personal telephone, internet service and cellular phones in the execution of their Town duties. To help offset these personal expenses the Town shall reimburse the Mayor and Council Members at a flat rate of \$50.00 per month.

9) **Payment Procedures**

- a) **Honorarium Pay** - will be paid at the end of each month (Timesheet required).
- b) **Per Diem Pay** – will be paid as Timesheets are submitted to the CAO and approved by the CAO & the Mayor.
- c) **Travel and Subsistence Allowances** – will be paid as Expense forms are submitted to the CAO and approved by the CAO & the Mayor.
- d) **Communication Allowances** – will be paid at the end of each month (no Expense form required).

10) **Council Benefits**

All duly sworn in and serving Members of Council shall be entitled to benefits as listed below:

- a) **Extended Health Care with Vision** (80% premiums paid by Town);
- b) **Dental Care** (80% premiums paid by Town);
- c) **\$500 Annual Health Spending Account**;
- d) **Group Life Insurance** (based upon insurance provider policy - 100% premiums paid by Town);
- e) **Accidental Death and Dismemberment** (based upon insurance provider policy – 100% premiums paid by Town);
- f) **Employee Assistance Plan** (100% premiums paid by Town).

SCHEDULE "B"

ORDER OF BUSINESS IN THE AGENDA

1. Call to Order
2. Delegation
3. Agenda
 - Additions to Agenda
 - Adoption of Agenda
4. Adoption of Minutes
5. Action Items
6. Bylaws, Policies and Projects
7. Reports
 - Management Report
 - Financial Report
8. Committee and Board Reports
9. Consent Agenda
10. Seminars, Meetings, Special Events
11. Closed Session
12. Committee of the Whole
13. Adjournment

RECEIVED

DRAFT



SCHEDULE "C"

I, _____, Councillor/Mayor for the Town of Eckville, confirm that I wish to attend one or more meetings of Council or a council committee by means of electronic or other communication facilities, including the portion of such meetings held in the absence of the public (one or more in-camera discussions).

I confirm that I am aware of my duty to maintain the confidentiality of the in-camera discussions, and will take any and all necessary and appropriate steps to ensure the confidentiality of any in-camera discussions I attend through electronic communications, including without limiting the foregoing by ensuring no other person may access or be privy to such discussions in the location or facility where I attend the meetings remotely.

Signed this _____ day of _____, 20____.

Witness

Councillor Name:

Print Name of Witness

Address of Witness



REVISION HISTORY

Bylaw 801-25

REVISION HISTORY

Revision #	Section	Date Passed	Bylaw #

**MANAGEMENT REPORT
TO ECKVILLE TOWN COUNCIL**

February 24, 2025

Mtg. Date Feb 24, 2025
Agenda Item 7.1

Current Activities:

- **Proposed Industrial Subdivision on 57 Avenue** – Parkland Community Planning Services (PCPS) has completed a Industrial Subdivision Development Final Master Plan for the proposed 57 Ave Subdivision. A copy of this plan is included in your February 24th agenda package for your review. We will do a quick run through of the plan at the council meeting and hopefully it will be approved by resolution. If the plan is approved PCPS will be working on the formal subdivision application.
- **Lot Sales:** We are still anticipating the sale of one of our Westview Manufactured Home Subdivision lots.
We are also hopeful that we will be selling on of our lots in MacDonald Heights.

- **Public Works Highlights:**

- **East and West Sewer Lift Stations:** As previously noted the new control box has been installed in the west lift station and we are still waiting for the new floats that operate the backup pumping system. We are still experiencing some priming issues with one of our pumps, which should be fixed with the installation of a new air release line.
The control box for the East Lift Station was installed, but had to be removed and sent in for some reprograming. Hoping to have it back and installed in a few weeks.
The new computer control for the backwash process in our water treatment filter system should be installed and functional before the February 24th council meeting. Our Public Works Department have been operating the backwash on a manual basis and they are looking forward to returning to an automatic system.
- **Solar Street Lights:** We sent the photos that our Public Works Crew took when they inspected the batteries in our solar streetlights to Clearblue. It was agreed that when it warms up, we will complete inspecting the lower level batteries in each streetlights and Clearblue will send us the required replacement heavy duty batteries. We are still waiting for the replacement controller for the streetlight in front of the Eckville Super Service. and found several of these heavy-duty batteries had cracks in the casings.
- **Winter Road Maintenance:** Our Public Works Team continues to plow snow as required, sand corners & streets and use the Grib ice breaker as required. We received a compliment on the condition of our streets as compared to those in Red Deer from one of our Councillors. We passed this on the the Public Works Team and thanked them for the good job.

Future / Planned Activities:

- **Proposed Changes to our Fire Bylaw:** We were planning to update our current fire bylaw, but after a quick review, we decided that it might be best to wait until we come to some kind of agreement with Lacombe County concerning billing practices and several other items, such as the hiring of our District Fire Chief.
- **Eckville Community Church – Request to Place Signs of Town Owned Land:** After some great discussion at the February 10th council meeting it was agreed that we will prepare a proposal for a large advertising structure to be placed at the three entrances to Town. When the plan has been prepared and presented to Council for approval, we will make application to Alberta Transportation to have two of them installed on SH 766 at the north and south town entrances. Council should be able to approve the installation of the one to the west of the Eckville Emergency Services Building on their own
- **Commercial Cardboard Collection:** For the past seven or eight years the collection and disposal of commercial cardboard has been contracted by the Eckville Bottle Depot. They move 4 yard bins from the various locations to the bailer in their bottle collection depot with their loader, dump them, and return them back to their locations. The bins that we have been using were the better bins of the Town Owned bins that we used previously for commercial garbage. They were painted green, decals were applied and they were put back in service. Unfortunately, these bins have pretty well met the end of their life cycle and we are finding the process to be expensive and used by only a few of our Local Businesses.

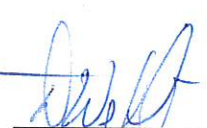
We would like to discuss options for continuing this currently free service, changing the method of collection and possible charging for the cardboard service with Council at the February 24th council meeting.

Parking Lot:

- **Active Wellsite West of the Town Shop –**
- **2025 Town of Eckville General Election**
- **2024 Financial Audit**



Jack Ramsden, CAO



Darcy Webb, Deputy CAO

System: 2025-02-11 2:02:09 PM
User Date: 2025-02-11

Town Of Eckville
COMPUTER CHEQUE REGISTER
Payables Management

Page: 1
User ID: kristina

Batch ID: CHEQUES FEB
Batch Comment: Cheques

Audit Trail Code: PMCHQ00000918
Posting Date: 2025-02-11

Chequebook ID: ATB - GEN

Mtg. Date Feb 24, 2025

* Voided Cheques

Agenda Item 7.2

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
028278	2025-02-11	00000000000024277	BAY001	Bay 4 Promtional Printing	\$48.20
028279	2025-02-11	00000000000024278	BLA003	Black Press Group Ltd.	\$163.64
028280	2025-02-11	00000000000024280	CEI001	CEI Control Services Ltd.	\$12,072.63
028281	2025-02-11	00000000000024282	CEN016	CentralSquare	\$3,087.00
028282	2025-02-11	00000000000024284	CEN04	Central Labs	\$877.54
028283	2025-02-11	00000000000024286	CIP01	CIP Office Technology	\$142.80
028284	2025-02-11	00000000000024288	DPO001	DPOC	\$3,150.00
028285	2025-02-11	00000000000024290	HAC001	Hach Sales & Service Canada Lt	\$453.71
028286	2025-02-11	00000000000024292	LAC010	Lacombe Regional Waste Service	\$330.00
028287	2025-02-11	00000000000024294	LIT002	Little Jon's Portable Toilet S	\$357.00
028288	2025-02-11	00000000000024295	MES001	Messer Canada INC.	\$49.66
028289	2025-02-11	00000000000024296	STAP23	Staples	\$552.42
028290	2025-02-11	00000000000024297	TEL002	TELUS MOBILITY	\$124.48
028291	2025-02-11	00000000000024298	WEL001	Wells Fargo Equipment Fin Co	\$245.47

Total Cheques: 14

Cheques Total: \$21,654.55
=====

160

Audit Trail Code: PMCHQ00000917
* Voided transactions

EFT

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From		Description		
ATB - GEN	Cheque	EFT000000000182	2025-02-11	\$3,345.54
Archon IT Services Ltd.				
ATB - GEN	Cheque	EFT000000000183	2025-02-11	\$12,163.67
AMSC Insurance Services Ltd.				
ATB - GEN	Cheque	EFT000000000184	2025-02-11	\$2,449.43
AUMA				
ATB - GEN	Cheque	EFT000000000185	2025-02-11	\$939.75
Central Alberta Window Cleaning				
ATB - GEN	Cheque	EFT000000000186	2025-02-11	\$68.68
Diane Eliuk				
ATB - GEN	Cheque	EFT000000000187	2025-02-11	\$7,680.76
Empringham Disposal Corp.				
ATB - GEN	Cheque	EFT000000000188	2025-02-11	\$787.50
HHID Consulting Ltd.				
ATB - GEN	Cheque	EFT000000000189	2025-02-11	\$500.00
Penny Seiling				
ATB - GEN	Cheque	EFT000000000190	2025-02-11	\$68.68
Sherry Meyers				
ATB - GEN	Cheque	EFT000000000191	2025-02-11	\$1,424.15
Wild Rose Assessment Services				
Total Transactions:				10

161

System: 2025-02-12 9:47:12 AM
User Date: 2025-02-12

Town Of Eckville
CHEQUEBOOK POSTING JOURNAL
Payables Management

Page: 1
User ID: kristina

EFT

Audit Trail Code: PMCHQ00000919
* Voided transactions

Chequebook ID	Type	Number	Date	Amount
<hr/>				
Paid To/Rcvd From		Description		
<hr/>				
ATB - GEN	Cheque	EFT000000000192	2025-02-12	\$34,706.29
Lacombe County				
<hr/>				
Total Transactions:		1		

162

System: 2025-02-12 11:39:42 AM
User Date: 2025-02-12

Town Of Eckville
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 1
User ID: kristina

Ranges:	From:	To:	From:	To:
Cheque Number	028292	028294	Cheque Date	First
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
028292	ELD01	Eldorado Pressure Services Ltd	2025-02-12	ATB - GEN	PMCHQ00000920	\$945.00
028293	TWO001	Two H Group	2025-02-12	ATB - GEN	PMCHQ00000920	\$360.00
028294	CLE002	Cleartech Industries Inc.	2025-02-12	ATB - GEN	PMCHQ00000920	\$1,577.79
Total Cheques: 3						Total Amount of Cheques: \$2,882.79

163

Audit Trail Code: PMCHQ00000921
* Voided transactions

EFT

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From		Description		
ATB - GEN Canoe	Cheque	EFT000000000193	2025-02-13	\$552.42
Total Transactions:		1		

2025-02-13 1:44:19 PM
2025-02-13

Town Of Eckville
CHEQUEBOOK POSTING JOURNAL
Payables Management

Page: 1
User ID: kristina

Audit Trail Code: PMVPY00000234
* Voided transactions

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From	Description			
* ATB - GEN Staples	Cheque	028289	2025-02-11	\$552.42
Total Transactions:		1		

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ANIMAL CONTROL SERVICES o/a 327241 Alberta Ltd
BILLING SUMMARY

Mtg. Date Feb 24, 2025

Agenda Item 7.3

MONTH OF SERVICE January 2025

MUNICIPALITY ECKVILLE

DATE	HOURS	TOTAL	COST	COMPLAINT	RTO	ADOPT	COST
1			0.00				
2	3-5	2	230.00				
3			0.00				
4			0.00				
5			0.00				
6			0.00				
7			0.00				
8			0.00				
9	3-5	2	230.00				
10			0.00				
11			0.00				
12			0.00				
13	4-6	2	230.00				
14			0.00				
15			0.00				
16	2-4	2	230.00	1 Dog	X		
17	9-11	2	230.00				
18			0.00				
19			0.00				
20			0.00				
21	11-1	2	230.00				
22			0.00				
23			0.00				
24			0.00				
25			0.00				
26			0.00				
27			0.00				
28			0.00				
29			0.00				
30			0.00				
31	9-11	2	230.00	2 Cats		X	200.00

PATROL COSTS	14	\$1,610.00
IMPOUND FEES		\$200.00
SUBTOTAL		\$1,810.00
GST		\$90.50
TOTAL		\$1,900.50



Mtg. Date Feb 24, 2025

Agenda Item 9.1 A

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING JANUARY 30, 2025

ADVOCACY FOR AMENDMENTS TO PROVINCIAL OFFENCES PROCEDURE ACT

Council approved a resolution advocating for amendments to section 31(5) of the Provincial Offences Procedure Act to allow for the service of bylaw offence notices via ordinary mail, and authorized its submission to 1) the February 7, 2025 Central Rural Municipalities of Alberta meeting, and 2) the Rural Municipalities of Alberta 2025 Spring Convention. Administration was directed to further engage with the Alberta Association of Community Peace Officer (AACPO) and the Alberta Municipal Enforcement Association (AMEA) to seek their support in advancing the initiative to amend the POPA.

ENDORSEMENT OF CLEARWATER COUNTY RMA SPRING RESOLUTION

Council agreed to second the Clearwater County resolution titled "Improving Community Peace Officer Support and Safety", which will be presented at the Central Rural Municipalities of Alberta (RMA) Zone meeting on February 7, 2025, and, if approved, will be submitted for consideration at the RMA 2025 Spring Convention.

RURAL MUNICIPALITIES OF ALBERTA BOARD GOVERNANCE REVIEW MEMBER SURVEY

Council directed that the Council completed Rural Municipalities of Alberta Board Governance Review Member Survey be submitted.

SHOWCASE ALIX RAPID RESPONSE FABRICATION

Council received a presentation and tour of the new Alix Rapid Fire Rescue truck.

DISC GOLF PRESENTATION

Council received a presentation on the Rosedale Valley Disc Golf course.

RC(1) APPLICATION – TOWN OF BENTLEY SOCCER FIELD

Council approved \$360,917 of in-kind labour, equipment time and material toward the construction of two soccer fields and amenities at the Bentley Sportsfield, with this work to be funded from the County's operating budget allotment for road construction.

BDO LLP AUDIT PLANNING REPORT TO COUNCIL

Council received an overview of BDO Canada LLP's plan for the audit of the consolidated financial statements of Lacombe County for the period ended December 31, 2024.

2025 TAX YEAR COPTER APPLICATIONS

Council directed that a bylaw exempting from property taxation those properties owned by the Birch Bay Boat Club and the Central Alberta Sailing Club be drafted.

2024 ENVIRONMENTAL ACTION PLAN UPDATE

Council received an update regarding the 2024 Environmental Action Plan.

2025 ENVIRONMENTAL ACTION PLAN

An overview of the 2025 Environmental Action Plan was presented to Council.

AGRICULTURAL SERVICE BOARD MEETING NOTES

Council reviewed the minutes of the January 15, 2025 Lacombe County Agricultural Service Board (ASB) meeting and approved recommendations as follows:

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SUCCESS GROWS HERE!

- That Lacombe County Council send a letter to Alberta based Senators identifying concerns with Bill C-293 and the livestock industry.
- That Lacombe County Council direct the County Manager to prepare a report and recommendation regarding the development of a bylaw to regulate the raising of wild boards in the County for consideration at a future meeting.
- That the 2025 Provincial Agricultural Service Board Resolutions be received for information.
- That the 2024 Insect Surveillance Report be received for information.
- That the 2025 Agricultural Extension Activities Report be received for information.
- That the ASB Provincial Committee meeting update be received for information.
- That the Rahr Malting Co. Achieves FSA Gold Level document be received for information.
- That the Environmental Farm plan 2023-2024 Annual Report be received for information.
- That the January 15, 2025 Lacombe County Agricultural Service Board meeting minutes be approved as presented.

ALBERTA COMMUNITY PARTNERSHIP GRANT APPLICATION – REGIONAL RECREATION FACILITY

Council agreed to participate in the Alberta Community Partnership Grant application with the City of Lacombe and the Town of Blackfalds to explore the feasibility of a Regional Recreation Facility. The City of Lacombe will be designated as the managing partner for the project.

OPPORTUNITY FOR MEETING WITH MINISTER OF TRANSPORTATION AND ECONOMIC CORRIDORS

Council directed the County Manager to submit a meeting request for Council to meet with the Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors, during the 2025 RMA Spring Convention.

OPPORTUNITY FOR MEETING WITH THE RCMP COMMANDING OFFICER AT RMA

Council directed the County Manager to submit a meeting request for Council to meet with the RCMP Commanding Officer during the 2025 RMA Spring Convention.

LACOMBE FISH AND GAME ASSOCIATION AWARDS NIGHT & BANQUET – REQUEST FOR SPONSORSHIP

Council approved the sponsorship request from the Lacombe Fish and Game Association to purchase a table of 8 for the Awards Night & Banquet event, scheduled for March 29, 2025 at the Lacombe Memorial Center.

Next Regular Council Meeting is
February 13, 2025 – 9:00 a.m.

Next Committee of the Whole Meeting is
April 1, 2025 – 9:00 a.m.

Lacombe County Administration Building

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

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HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 13, 2025

PLANNING SERVICES UPDATE

Council received an update on the progress and activities of the Planning Services Department for the month of January 2025.

ANIMALS IN RESIDENTIAL DISTRICTS

Council received a presentation regarding the feedback gathered from the 2024 community consultation on animals in residential districts. Staff compiled the feedback and proposed bylaw amendments for Council's consideration.

Bylaw No. 1428/25, a bylaw of Lacombe County for the purpose of amending the Lacombe County Land Use Bylaw No. 1237/17 as it relates to Animals in Residential Districts, received first reading. A public hearing for Bylaw No. 1428/25 will be held on March 13, 2025 commencing at 7:00 p.m. in the Lacombe County Council Chambers.

2024 ANNUAL REVIEW OF MUNICIPAL DEVELOPMENT PLAN AND LAND USE BYLAW

The 2024 annual review of the Municipal Development Plan and the Land Use Bylaw was presented to Council and accepted for information. Areas for improvement were identified and proposed bylaw amendments were submitted for Council's consideration.

Bylaw No. 1429/25, a bylaw of Lacombe County for the purpose of amending the Lacombe County Municipal Development Plan No. 1238/17 as it relates to General Regulations and District Requirements, and Bylaw No. 1430/25, a bylaw of Lacombe County for the purpose of amending the Lacombe County Land Use Bylaw No. 1237/17 as it relates to General Regulations and District Requirements, received first reading. A public hearing for both bylaws is scheduled for March 13, 2025 commencing at 9:00 a.m. in the Lacombe County Council Chambers.

AGRICULTURAL SERVICE BOARD MEETING NOTES

Council reviewed the minutes of the October 23, 2024 Lacombe County Agricultural Service Board meeting and approved recommendations as follows:

- That the Kubota and Operator Spraying Service fee be amended to \$80 per hour.
- That the 2024 Moisture Situation Update be received for information.
- That the 2024 Seasonal Agriculture Operations Update be received for information.
- That the 2024 ASB Resolution Report Card be received for information.
- That the Western Crop Innovations presentation be received for information.
- That the Alberta Environment Protected Areas presentations be received for information.
- That the October 23, 2024 Lacombe County Agricultural Service Board meeting minutes be approved as presented.

CITY OF LACOMBE FIRE HALL PLANNING COMMITTEE

Council appointed Councillor Weenink and Reeve Shepherd to the City of Lacombe Fire Hall Planning Committee, with Councillor West designated as the alternate member.



SUCCESS GROWS HERE!

ANNUAL PERFORMANCE PLANNING SESSION – BLACKFALDS & SYLVAN LAKE RCMP

Council supported the three following policing priorities for inclusion in the Blackfalds & Sylvan Lake RCMP Detachment Annual Performance Plans:

1. Crime Reduction & Rural Crime Prevention
2. Road Safety & Traffic Enforcement
3. Mental Health & Family Violence Response

Next Regular Council Meeting is
February 27, 2025 – 9:00 a.m.

Next Committee of the Whole Meeting is
April 1, 2025 – 9:00 a.m.

Lacombe County Administration Building

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

Mtg. Date Feb 24, 2025
Agenda Item 9.1 B

February 13, 2025

AR117690

Dear Chief Elected Official:

Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards to June 10, 2023. A two-year extension was granted to June 10, 2025, via Ministerial Order No. MSD:013/23.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this year's deadline. My colleague, the Honourable Demetrios Nicolaides, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards by one year, to June 10, 2026, to provide sufficient time to complete these agreements. As a result, Ministerial Order MSD:013/23 is rescinded and Ministerial Order No. MSD:004/25 is now in effect. Please find attached a copy of the new Ministerial Order.

Municipal Affairs advisory staff can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or call toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca, or call the number above for more information.

Sincerely,

Ric McIver
Minister

Attachment: Ministerial Order No. MSD:004/25

cc: Honourable Demetrios Nicolaides, Minister of Education

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ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. MSD:004/25

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act*, make the following order:

The date by which a municipality must enter into a joint use and planning agreement with a school board, as required by Section 670.1(1) of the *Municipal Government Act*, is extended to June 10, 2026.

Ministerial Order No. MSD:013/23 is hereby rescinded.

Dated at Edmonton, Alberta, this 29 day of January, 2025.

Ric McIver
Minister of Municipal Affairs



February 13, 2025

Mayor Colleen Ebden
Eckville, Alberta

Mtg. Date Feb 24, 2025

Agenda Item 9.1C

Dear Mayor Ebden

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Sylvan Lake RCMP.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

Staff Sergeant Jay Peden
Detachment Commander
Sylvan Lake RCMP





**Sylvan Lake Provincial Detachment
Crime Statistics (Actual)
October - December: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		2	0	0	0	0	-100%	N/A	-0.4
Sexual Assaults		0	0	0	3	0	N/A	-100%	0.3
Other Sexual Offences		0	0	0	0	2	N/A	N/A	0.4
Assault		9	6	10	6	8	-11%	33%	-0.2
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		4	3	2	2	4	0%	100%	-0.1
Uttering Threats		3	0	2	6	3	0%	-50%	0.6
TOTAL PERSONS		18	9	14	17	17	-6%	0%	0.6
Break & Enter		13	8	10	9	12	-8%	33%	-0.1
Theft of Motor Vehicle		7	8	8	8	7	0%	-13%	0.0
Theft Over \$5,000		0	1	2	5	6	N/A	20%	1.6
Theft Under \$5,000		18	13	12	12	20	11%	67%	0.3
Possn Stn Goods		9	9	3	5	8	-11%	60%	-0.6
Fraud		6	7	11	7	14	133%	100%	1.6
Arson		1	1	1	2	1	0%	-50%	0.1
Mischief - Damage To Property		10	8	20	14	8	-20%	-43%	0.2
Mischief - Other		4	3	3	4	5	25%	25%	0.3
TOTAL PROPERTY		68	58	70	66	81	19%	23%	3.4
Offensive Weapons		3	5	0	1	4	33%	300%	-0.2
Disturbing the peace		0	0	1	2	5	N/A	150%	1.2
Fail to Comply & Breaches		1	10	6	3	5	400%	67%	0.1
OTHER CRIMINAL CODE		0	2	5	2	3	N/A	50%	0.6
TOTAL OTHER CRIMINAL CODE		4	17	12	8	17	325%	113%	1.7
TOTAL CRIMINAL CODE		90	84	96	91	115	28%	26%	5.7

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Sylvan Lake Provincial Detachment

Crime Statistics (Actual)

October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		1	0	0	1	0	-100%	-100%	-0.1
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		2	0	1	1	0	-100%	-100%	-0.3
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	1	0	0	N/A	N/A	0.0
TOTAL FEDERAL		2	0	2	1	0	-100%	-100%	-0.3
Liquor Act		1	4	1	0	0	-100%	N/A	-0.6
Cannabis Act		1	0	1	0	0	-100%	N/A	-0.2
Mental Health Act		12	5	9	15	18	50%	20%	2.2
Other Provincial Stats		21	22	21	18	32	52%	78%	1.8
Total Provincial Stats		35	31	32	33	50	43%	52%	3.2
Municipal By-laws Traffic		5	0	1	0	1	-80%	N/A	-0.8
Municipal By-laws		5	7	2	4	8	60%	100%	0.3
Total Municipal		10	7	3	4	9	-10%	125%	-0.5
Fatals		1	0	0	0	0	-100%	N/A	-0.2
Injury MVC		4	8	5	6	7	75%	17%	0.4
Property Damage MVC (Reportable)		71	105	81	106	69	-3%	-35%	-0.3
Property Damage MVC (Non Reportable)		15	6	10	6	13	-13%	117%	-0.4
TOTAL MVC		91	119	96	118	89	-2%	-25%	-0.5
Roadside Suspension - Alcohol (Prov)		0	6	7	3	5	N/A	67%	0.7
Roadside Suspension - Drugs (Prov)		0	0	0	1	0	N/A	-100%	0.1
Total Provincial Traffic		476	113	166	113	121	-75%	7%	-71.0
Other Traffic		1	1	2	0	3	200%	N/A	0.3
Criminal Code Traffic		10	7	8	14	15	50%	7%	1.7
Common Police Activities									
False Alarms		11	13	8	9	15	36%	67%	0.4
False/Abandoned 911 Call and 911 Act		23	9	8	10	21	-9%	110%	-0.3
Suspicious Person/Vehicle/Property		80	32	17	35	37	-54%	6%	-8.3
Persons Reported Missing		3	1	0	1	1	-67%	0%	-0.4
Search Warrants		0	0	1	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		15	7	13	11	15	0%	36%	0.4
Form 10 (MHA) (Reported)		1	0	0	1	3	200%	200%	0.5

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**Sylvan Lake Provincial Detachment
Crime Statistics (Actual)
January to December: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	2	1	N/A	-50%	0.4
Robbery		3	1	0	0	0	-100%	N/A	-0.7
Sexual Assaults		7	2	6	11	5	-29%	-55%	0.5
Other Sexual Offences		3	4	3	2	4	33%	100%	0.0
Assault		37	30	33	34	36	-3%	6%	0.2
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	1	2	4	N/A	100%	1.0
Criminal Harassment		14	15	4	11	15	7%	36%	-0.2
Uttering Threats		16	14	15	16	13	-19%	-19%	-0.4
TOTAL PERSONS		80	66	63	78	78	-3%	0%	0.8
Break & Enter		101	49	47	28	43	-57%	54%	-13.7
Theft of Motor Vehicle		53	26	38	43	31	-42%	-28%	-2.7
Theft Over \$5,000		7	14	18	17	26	271%	53%	4.1
Theft Under \$5,000		94	77	73	54	90	-4%	67%	-3.1
Possn Stn Goods		51	25	38	18	36	-29%	100%	-3.7
Fraud		30	29	24	36	51	70%	42%	4.9
Arson		2	1	3	4	2	0%	-50%	0.3
Mischief - Damage To Property		50	45	64	49	47	-6%	-4%	-0.2
Mischief - Other		11	12	13	15	22	100%	47%	2.5
TOTAL PROPERTY		399	278	318	264	348	-13%	32%	-11.6
Offensive Weapons		13	6	5	6	4	-69%	-33%	-1.8
Disturbing the peace		2	2	10	16	17	750%	6%	4.4
Fail to Comply & Breaches		42	26	37	13	23	-45%	77%	-5.1
OTHER CRIMINAL CODE		10	11	13	17	22	120%	29%	3.0
TOTAL OTHER CRIMINAL CODE		67	45	65	52	66	-1%	27%	0.5
TOTAL CRIMINAL CODE		546	389	446	394	492	-10%	25%	-10.3



**Sylvan Lake Provincial Detachment
Crime Statistics (Actual)
January to December: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		12	0	7	1	1	-92%	0%	-2.1
Drug Enforcement - Trafficking		5	1	4	2	0	-100%	-100%	-0.9
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		18	1	11	3	1	-94%	-67%	-3.2
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		2	0	2	2	2	0%	0%	0.2
TOTAL FEDERAL		20	1	13	5	3	-85%	-40%	-3.0
Liquor Act		5	11	13	5	7	40%	40%	-0.2
Cannabis Act		3	0	2	0	1	-67%	N/A	-0.4
Mental Health Act		38	68	45	50	61	61%	22%	2.8
Other Provincial Stats		111	115	81	90	123	11%	37%	-0.1
Total Provincial Stats		157	194	141	145	192	22%	32%	2.1
Municipal By-laws Traffic		19	6	2	0	6	-68%	N/A	-3.2
Municipal By-laws		27	31	26	14	27	0%	93%	-1.7
Total Municipal		46	37	28	14	33	-28%	136%	-4.9
Fatals		3	1	2	0	0	-100%	N/A	-0.7
Injury MVC		12	17	22	18	20	67%	11%	1.7
Property Damage MVC (Reportable)		211	249	250	253	180	-15%	-29%	-5.8
Property Damage MVC (Non Reportable)		39	19	31	19	34	-13%	79%	-1.0
TOTAL MVC		265	286	305	290	234	-12%	-19%	-5.8
Roadside Suspension - Alcohol (Prov)		0	22	30	23	18	N/A	-22%	3.7
Roadside Suspension - Drugs (Prov)		0	1	0	1	0	N/A	-100%	0.0
Total Provincial Traffic		1,696	1,056	660	655	614	-64%	-6%	-256.5
Other Traffic		3	5	4	4	5	67%	25%	0.3
Criminal Code Traffic		58	31	57	61	54	-7%	-11%	2.2
Common Police Activities									
False Alarms		53	49	55	41	54	2%	32%	-0.6
False/Abandoned 911 Call and 911 Act		69	57	33	83	79	14%	-5%	4.6
Suspicious Person/Vehicle/Property		344	193	137	117	158	-54%	35%	-44.8
Persons Reported Missing		9	11	3	6	12	33%	100%	0.1
Search Warrants		1	0	1	2	2	100%	0%	0.4
Spousal Abuse - Survey Code (Reported)		92	55	43	37	80	-13%	116%	-4.2



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

Mtg. Date Feb 24, 2025

Agenda Item 9.1 D

February 4, 2025

AR117411

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2025 Minister's Awards for Municipal and Public Library Excellence (MAMPLE). This program recognizes excellence in municipal government initiatives and provision of library services and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

For the 2025 program, we have introduced modest changes to align with current priorities and enhance the recognition of successful initiatives that can be shared across the province. The updated program now features four municipal and two library award categories. For each municipal category, one award will be given for municipalities with populations under 10,000, and one for municipalities with populations over 10,000. For each library category, two awards will be given to library boards serving populations under 10,000, and two for library boards serving populations over 10,000.

Submissions will be accepted in the following categories:

- ***Building Economic Strength (open to all municipalities)***
Awarded for an initiative that exemplifies:
 - building the economic capacity and/or resiliency of the community; and/or
 - improving the attractiveness of the community to businesses, investors, and visitors.
- ***Enhancing Community Engagement or Livability (open to all municipalities)***
Awarded for an initiative that exemplifies:
 - increasing accessibility of community services;
 - fostering inclusive and welcoming communities;
 - improving engagement opportunities for community members; and/or
 - strengthening wellness and safety responsiveness.
- ***Partnership (open to all municipalities)***
Awarded for an initiative that exemplifies:
 - enabling a local or regional partnership* that achieves results that could not have been accomplished by the municipality alone;
 - generating lasting relationships between partners; and/or
 - leveraging unique skill sets or resources of each partner.
 - *Partners may include municipalities, businesses, First Nations, non-profit organizations, community groups, and other orders of government.

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- **Red Tape Reduction or Service Delivery Enhancement (open to all municipalities)**
Awarded for an initiative that exemplifies:
 - improving upon or presenting a new approach to how a municipality can deliver a program or service;
 - streamlining processes and reducing administrative requirements, leading to more efficient service delivery;
 - saving time, money, and/or resources by implementing practices that enhance operational effectiveness;
 - reducing regulatory, policy, or procedural requirements to simplify access to municipal services for residents and businesses; and/or
 - promoting transparency and accountability in municipal operations, fostering trust within the community.
- **Public Library Services (open to all library boards, serving a population of under 10,000)**
Awarded for an initiative that exemplifies:
 - demonstrating responsiveness to community need(s); and
 - providing direct benefit to the public.
- **Public Library Services (open to all library boards, serving a population of over 10,000)**
Awarded for an initiative that exemplifies:
 - demonstrating responsiveness to community need(s); and
 - providing direct benefit to the public.

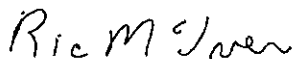
Details regarding eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx or on the submission form. **The deadline for submissions is March 31, 2025.**

Questions about the program from municipalities can be sent to municipalexcellence@gov.ab.ca or program advisors may be reached at 780-427-2225 (toll-free by first dialing 310-0000).

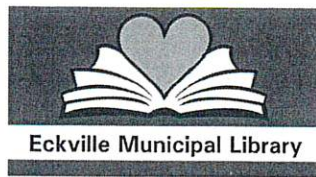
Questions about the program from library boards can be sent to libraries@gov.ab.ca or program advisors can be reached at 780-427-4871 (toll-free by first dialing 310-0000).

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,



Ric McIver
Minister



Eckville Municipal Library

Mtg. Date Feb 24, 2025

Agenda Item 9.1 E

**ECKVILLE MUNICIPAL LIBRARY
BOARD MEETING MINUTES**

DATE: **January 8** In person @ 1:30 pm

Attendees:	Colleen Ebdon, Deborah Gyori, Lorianne Hoven, Dana Kreil, Emy McDonell, Nicola McKinnon, Debbie Neal, Jaqueline Palm-Fraser, Natasha Resta, Reidun Staudinger
I. Call to order	Called to order by Colleen @ 1:30 pm.
II. Approval of Agenda: Additions and Deletions	Jacqueline moved to approve the agenda. All in favor – motion carried
III. Approval of minutes	Error for date of minutes from last meeting, should read November 13, 2024. Closure dates for December should be 23 rd to Jan 1. Dana moved to approve the minutes from December 11, 2024, as amended. All in favor – motion carried.
IV. Library Association (Friends) Report	Submitted by Debbie Neal. Presented to the board. Nicola moved to accept the report. All in favor - motion carried See attached document.
V. Chairperson's Report	Nothing to report.
VI. Manager Report	Natasha presented the manager report to the board. See attachment below. Emy moved to accept the report. All in favor - motion carried.
VII. Treasurers Report	Dana presented all financial records to the board. It was decided that \$600 of the remaining funds from programming last year, could be used for summer reading program this year. Dana moved to approve the reports. All in favor – motion carried. Emy moved to accept the expense report Natasha

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Eckville Municipal Library

	provided. All in favor – motion carried.
VIII. Old Business	No old business to discuss.
IX. New Business	a. Annual Report Data was discussed.
X. Policy Review	<p>Policy #18 – Working Alone</p> <p>Added as the first bullet point that all staff should be aware of the panic button.</p> <p>Deborah moved to accept current policy as amended.</p> <p>All in favor – motion carried.</p> <p>Policy #19 – Workplace Violence and Harassment</p> <p>Nicola moved to approve current policy with no changes.</p> <p>All in favor – motion carried.</p> <p>Policy #20 – Tabled for the next meeting.</p>
XI. Next meeting date	February 12 @ 1:30 pm
XII. Adjournment	Colleen moved to adjourn the meeting @ 2:27 pm.

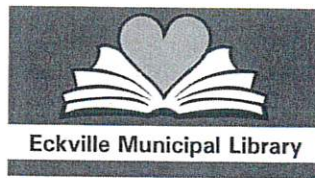
Approval Date:

Feb 12, 2025

Signed:

Colleen

Signed by: Colleen Ebdon- Library Chair

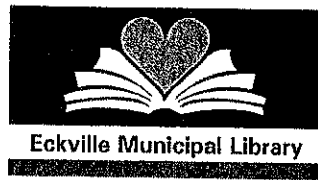


Eckville Municipal Library Board Meeting
Friends of the Library President Report
January 8th 2025 at 1:30pm

- I. Bake Sale brought in about \$1454.00
- II. December Book sales at the Banks is \$46.80

Debbie Neal

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Manager Report
Date: January 8th, 2025

Updates:

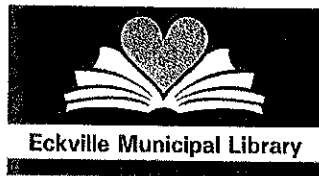
- Thank you so much for the Christmas gift and raise! The staff all felt very appreciated and were very gracious for the letter and card.
- All silent auction items were picked up. Final total is \$3863 with the extra donations when patrons paid.
- Still waiting to hear back on the shed quote from Co-op Agro.

Program Updates

- III. Our regular programming continues:
 - a. Tiny Readers Wednesdays from 1030-11
 - b. After School Adventures from 345-445
 - c. Wind down Wednesdays- Every Wednesday from 345-445.
 - d. Manor Reading- Once a month.
 - e. PD Days Nov 1st: Games Day, Nov 8th: Movie Day, Nov 29th: Red Hot Science
 - f. Free coffee time- Fridays from 10-12
- IV. Teen DND Night- January 16th, 2025 5-7
- V. Cupcake decorating was able to run! We had 10 adults join Making Waves Cupcakes for decorating.
- VI. Kids Christmas Party for After School Adventures was a blast. We ordered pizza, played games and each kiddo received a little gift. We had 10 kiddos come hang out.
- VII. Sleepy Tea making program is on January 23rd, 2025
- VIII. Home Alone Course- January 31st, 2025 10-3

Program Stats:

	Dec Sessions	Dec Participants
Tiny Reader	2	10
After School Adventures	3	30
PD Movie Day/Game Day	0	0
Wind Down Wednesday	3	13
Manor Reading	1	4
Puzzle Exchange	1	2
Coffee break	3	10
Adult Craft Night	1	10
Cookie Decorating	1	5
School Christmas Craft	2	49

**Patron Stats:**

	December
Patrons on computers	24
Number of computer sessions	39
Number of patrons coming in	447

Repairs:

IX. No repairs needed at this time.

Treasurer Report:

- X. Mastercard Statements attached in emails
- XI. Visa Statements attached in emails
- XII. Lynda is doing month end on January 7th, 2025 I will send the Income Statement once it is completed.

Old Business:**New Business:****A- Annual Report:**

Annual report is due on Feb 28th, 2025. Once I get all the information inputted into the report, I will send it off to the board to review it. I will need it approved at our next board meeting so if there are any changes that need made, please let me know. In one section we need to record hours volunteered by the board. I can figure out the board meeting hours but if you did any work for the library outside of those hours can you please let me know how many hours it was. Thank you!

Policy Review:

Policy #18- Working Alone Policy

Policy #19- Workplace Violence and Harassment Policy

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