

**AGENDA**  
**REGULAR MEETING OF COUNCIL**  
**of the Town of Wembley, in the Province of Alberta**  
**this May 9th, 2022**

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1. CALL-TO-ORDER
2. APPROVAL OF AGENDA  
**RECOMMENDATION**  
Council approves the agenda as presented.
3. ADOPTION OF MINUTES  
3.1 Minutes of Regular Meeting of Council held on April 25th, 2022.  
**RECOMMENDATION**  
Council adopts the minutes of the Regular Meeting of Council held April 25th, 2022, as presented.
4. DELEGATIONS  
4.1 Source Energy Services – Proposed cardlock 7pm  
Ray Zavery – President, New Ventures  
Rod Veremy – President, Green Leaf Group of Companies  
Charles Gunn – VP Energy Transition, Source Energy Services
5. FINANCE
6. PUBLIC HEARING
7. BY-LAW  
7.1 Bylaw 751 – Penalties on Unpaid Taxes Bylaw 751  
That a council may by bylaw impose a penalty in the year in which a tax is imposed or in any subsequent year if the tax remains unpaid after the date shown on the tax notice.  
**RECOMMENDATION**  
Council gives bylaw #751 all three reading at this meeting  
7.2 Bylaw 752 - Standard Speed Limit Within the Town Bylaw 752  
Provides that the maximum speed limit for a highway or street located within an urban area such as the Town of Wembley. The maximum speed limit for a highway or street located within the Town of Wembley is established as 30 kilometres per hour, unless otherwise posted.  
**RECOMMENDATION**

Council gives bylaw #752 all three reading at this meeting

8. POLICIES

9. CAO REPORT

9.1

**RECOMMENDATION**

Council accepts the CAO Report as information.

10. OLD BUSINESS

10.1 Regional Handi-Bus Update - Recommendation

**RECOMMENDATION**

That Council supports the establishment of an intermunicipal committee to pursue a regional handi-bus system and assigns the CAO as the Town of Wembley representative on the committee.

11. NEW BUSINESS

11.1 Grande Prairie Regional Airport Commission regarding Canada Customs Services

11.2 River of Death & Discovery Dinosaur Museum Society – Board member application

11.3 Wembley Annexation – New IDP with County of Grande Prairie

**RECOMMENDATION**

Council to direct Administration to write a requisition letter to County of Grande Prairie No. 1 regarding annexation.

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 Community and Protective Services

**12.3.1 Community Protective Services May 4, 2022, Minutes**

**ACTION ITEM:** For Seniors Week (June 6th – 12th) FCSS is asking for permission for on street parking on 101 Street adjacent to the Silver and Gold Club during the BBQ Event (Tentative date Tuesday, June 7, 2022).

**RECOMMENDATION**

That Council to grant permission for on street parking on 101 Street adjacent to the Silver and Gold Club during the event to accommodate additional parking requirements and mobility concerns.

**ACTION ITEM:** FCSS Request for Council to make Seniors Week Declaration.

**RECOMMENDATION**

That Council to declare June 6 – 12, 2022 as Seniors Week.

**ACTION ITEM:** Public Works recommendation that funding from 2021 budget be reallocated to 2022 paving projects. Estimated projections of cost would be \$125,000.00 (locations on map).

**RECOMMENDATION**

That Council accept the request and grant permission. And request on their behalf used asphalt from the County.

**ACTION ITEM:** Chris Crane, Public Works Foreman, recommended to Committee the purchase of the John Deere 524P Loader in the amount of \$-\$317,457.18, GST not included.

✓ 60" Carriage & Pallet Forks (\$10,140)

- ✓ 4-in-1 Hydraulic snow blade 8'-14' smooth trip (\$29,844)
- ✓ Upgrade Extended Warranty to full Machine 5yr/7500hr (\$7,652)

**RECOMMENDATION**

That Council review recommendation for loader and proceed with purchase.

12.4 FCSS Advisory Board

**12.4.1 Seniors Week -Invitation to Dignitaries Senior Tea-Wembley: "Biannual Seniors Tea" on June 9, 2022, to celebrate seniors within our region. The tea will be taking place at the Tara Center at Evergreen Park from 1:30pm – 3:30pm.**

**ACTION ITEM:** Requesting Council Attendance at the Biannual Seniors Tea to serve our guests beverages and refreshments throughout the event.

**ACTION ITEM:** Requesting assistance with drawing the door prize from your municipality at which time, you are welcomed to send a representative to share a few words with our guests.

12.5 Grande Prairie Regional Emergency Partnership

12.6 Grande Prairie Regional Emergency Partnership Committee

12.7 Grande Prairie Regional Tourism

12.8 Grande Spirit Foundation

**12.8.1 Regional Needs Assessment information with request for support**

**ACTION ITEM:** Motion for consideration.

THAT Council *agrees to accept the "Regional Seniors and Family Housing Needs Assessment", completed by the Grande Spirit Foundation, as the housing needs assessment for the Town of Wembley*

**RECOMMENDATION**

Council to **Motion** that Council agrees to accept the "Regional Seniors and Family Housing Needs Assessment", completed by the Grande Spirit Foundation, as the housing needs assessment for the Town of Wembley.

12.9 HR Committee

12.10 Healthy Communities Committee

12.11 Helen E. Taylor Advisory School Council

12.12 ICF & IDP Steering Committee

12.13 Joint Grande Prairie Area Recreation Committee

12.14 Parks and Recreation

12.15 Peace Airshed Zone Association (PAZA)

12.16 Peace Library System Board

12.17 West Grande Prairie County Regional Landfill

12.18 South Peace Physician Attraction & Recreation Committee

12.19 Wapiti Area Synergy Group (WASP)

**12.19.1 W.A.S.P. Meeting Minutes – April 12, 2022**

12.20 Wembley and District Agricultural Society

12.21 Wembley-Dimsdale-Saskatoon Lake Recreation Board

12.22 Wembley Elementary School

12.23 Wembley Public Library

12.24 911 and Emergency Services

12.25 By-Law Enforcement Services

**12.25.1 Bylaw Enforcement - Town of Wembley Monthly Report - April 2022**

12.26 Beaverlodge RCMP Detachment

**RECOMMENDATION**

Council accepts the reports as information.

13. CORRESPONDENCE

- 13.1 World Ocean Day, June 8<sup>th</sup>, 2022 - Motion for Ocean Protection. Resolution in support of municipality recognizing world oceans day 2022 and advancement of ocean conservation in Canada.
- 13.2 2022 AJTMA Conference Brochure
- 13.3 AB Govt letter, regarding removed Village of Hythe Regional Emergency Act

14. COUNCIL REPORTS

15. ROUND TABLE

16. CLOSE SESSION

17. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Wembley, in the Province of Alberta,  
held in the Wembley Municipal Office  
this 25th day of April 2022.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:01 p.m.  
CAO Noreen Zhang  
Councillor Ketchum  
Councillor Skinner  
Councillor Baker  
Councillor Johnson  
Councillor Underwood

Regrets: Councillor McCallum

2. APPROVAL OF AGENDA

**MOTION #2022-0102**

**Moved by** Councillor Johnson Council approve the agenda as presented.

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on April 11<sup>th</sup>, 2022.

**MOTION #2022-0103**

**Moved by** Councillor Ketchum Council adopt the minutes of the Regular Meeting of Council held on April 11, 2022 with correction to Item 7.1, which under Motion #2022-0092 should read Bylaw 750.

**CARRIED UNANIMOUSLY**

3.2 Minutes of the Council Committee of the Whole Meeting held on April 6<sup>th</sup>, 2022.

**MOTION #2022-0104**

**Moved by** Councillor Baker Council adopt the minutes of the Council Committee of the Whole held on April 6<sup>th</sup>, 2022, as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 County of Grande Prairie No. 1 – Bylaw Enforcement

Supt. Stuart Rempel, Sgt. Cory Rigler and Sgt. Stuart Fry were all present to answer any queries Council may have pertaining to the Regional Enforcement Services Department 2021 Annual Report. Other enforcement information and issues were also discussed.

4.2 Fletcher Mudryk, LLP – Draft Financial Statements

Mr. Jan Nutting, Auditor and Mr. Jesse Noppibul, Associate, presented the draft Financial Statements to Council and answered any queries Council may have had. Mr. Nutting also suggested the \$400,000 surplus be transferred into the Restricted Reserve.

**MOTION #2022-0105**

**Moved by** Councillor Johnson Council accept the 2021 Financial Statements, as presented, and Council allocate the \$400,000 surplus into the restricted reserve fund. Use of monies to be determined at a later date.

**CARRIED UNANIMOUSLY**

5. FINANCE

5.1 Revenue & Expense and Monthly Statement for the Month of March 2022.

**MOTION #2022-0106**

**Moved by** Councillor Baker Council accept the Revenue & Expense and Monthly Statement for the month of March 2022, as presented.

**CARRIED UNANIMOUSLY**

6. PUBLIC HEARING

7. BYLAWS

7.1 Rescind Bylaw 738 – Rate of Taxation 2021

**MOTION #2022-0107**

**Moved by** Councillor Skinner Council rescind Bylaw 738 – Rate of Taxation 2021.

**CARRIED UNANIMOUSLY**

8. POLICIES

9. CAO REPORT

9.1 Garbage and Recycling Usage

- Curbside recycling usage is consistent and being utilized by residents. It was suggested to post curbside recycling information on the Town's website.

9.2 Meetings/Training Attended

- April 19 – 20, 2022 GPREP - ICS 200 Training (Grande Prairie)

**MOTION #2022-0108**

**Moved by** Councillor Underwood Council accept the CAO report as information.

**CARRIED UNANIMOUSLY**

10. OLD BUSINESS

11. NEW BUSINESS

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 Community and Protective Services Committee

**12.3.1 Community & Protective Services April 13, 2022**

12.4 FCSS Advisory Board

12.5 Grande Prairie Regional Emergency Partnership

**12.5.1 GPREP Minutes December 2, 2021**

12.6 Grande Prairie Regional Emergency Partnership Committee

12.7 Grande Prairie Regional Tourism

12.8 Grande Spirit Foundation

- 12.9 HR Committee
- 12.10 Healthy Communities Committee
- 12.11 Helen E. Taylor Advisory School Council
- 12.12 ICF & IDP Steering Committee
- 12.13 Joint Grande Prairie Area Recreation Committee
- 12.14 Parks and Recreation

**12.14.1 GPRRC (Grande Prairie Regional Recreation Committee) Administrative Contract RFD - Request for Decision – December 21, 2021**

**MOTION #2022-0109**

**Moved by** Councillor Underwood Council renew the GPRRC Coordinator position, at 0.75 FTE, for a one-year term in 2023 within the operating budget of \$76,795, pending the approval by all municipal partners.

**CARRIED UNANIMOUSLY**

- 12.15 Peace Airshed Zone Association (PAZA)
- 12.16 Peace Library System Board
- 12.17 West Grande Prairie County Regional Landfill
- 12.18 South Peace Physician Attraction & Retention Committee
- 12.19 Wapiti Area Synergy Group (WASP)
- 12.20 Wembley and District Agricultural Society
- 12.21 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.22 Wembley Elementary School
- 12.23 Wembley Public Library
- 12.24 911 and Emergency Services
- 12.25 Bylaw Enforcement Services
- 12.25.1 Regional Enforcement Services 2021 Annual Report**
- 12.26 Beaverlodge RCMP Detachment

**MOTION #2022-0110**

**Moved by** Councillor Ketchum Council accept the reports as information.

**CARRIED UNANIMOUSLY**

**13. CORRESPONDENCE**

- 13.1 2022 Silver and Gold Club – Letter of Appreciation to Council
- 13.2 Pipestone Energy – February 2022
- 13.3 Public Works Week – May 15 to 21, 2022 - Proclamation

**MOTION #2022-0111**

**Moved by** Councillor Johnson Council direct the Mayor to proclaim May 15 to May 21, 2022 as Public Works Week.

**CARRIED UNANIMOUSLY**

- 13.4 Email – Call to Action re Alberta Provincial Policing

**MOTION #2022-0112**

**Moved by** Councillor Ketchum Council accept correspondence as information.

**CARRIED UNANIMOUSLY**

14. COUNCIL REPORTS

14.1 Councillor Baker

Missed WASP meeting.

14.2 Councillor Skinner

Attended Silver & Gold Club meeting. Starting May 3, 2022, the Club will start holding their weekly (Tuesdays) social afternoons. Councillor Skinner also reminded Council of Seniors Week June 6 – June 12, 2022. It was also pointed out that the Silver & Gold Club has a new logo.

14.3 Councillor Underwood

Attended the SPPARC meeting and toured the Wembley Clinic.

15. ROUND TABLE

Councillor Johnson

- Nothing to report.

Councillor Baker

- Nothing to report.

Councillor Skinner

- Nothing to report.

Councillor Underwood

- The Helen E. Taylor school doing a program on how to keep your children safe when it comes to the internet and texting. There will be a session for the children and a separate one for the parents.

Mayor Peterson

- Attended the Intermunicipal Meeting and thought it was great. Thanked the organizers.

Councillor Ketchum

- Busy week coming up with the Volunteer Appreciation Dinner on April 26.
- Renaming of Sexsmith Civic Centre on April 27.
- Library meetings.
- Chamber of Commerce has a jackpot draw coming up.
- Tourism event on May 3.

CAO Zhang

- Volunteer Appreciation is on April 26 and CAO Zhang has tickets should you wish to attend.
- Renaming of Sexsmith Civic Centre on April 27.
- STARS “Check Out Our Helicopter” on May 3 in Grande Prairie.
- Nuvista Open House in Beaverlodge on May 5.
- Tourism Town Hall May 3.
- Airport Commission Meeting in Grande Prairie on April 28.
- Food Safety Training to be completed by May 4.

**MOTION #2202-0113**

**Moved by** Councillor Johnson Council recess for five minutes – 8:18 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2202-0114**

**Moved by** Councillor Skinner Council resume with meeting – 8:24 p.m.

**CARRIED UNANIMOUSLY**

16. CLOSED SESSION

16.1 Economic or Other Interests – FOIP Section 25

**MOTION #2022-0115**

**Moved by** Councillor Baker Council go into Closed Session – 8:24 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2022-0116**

**Moved by** Councillor Ketchum Council come out of Closed Session – 9:15 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2022-0117**

**Moved by** Councillor Underwood Council counter offer and make changes to the Fire Service Agreement as they relate to the plan and timeline for a vehicle for the District Fire Chief as well as increasing the one-time contract base amount from \$25,000 to \$40,000.

**CARRIED UNANIMOUSLY**

17. ADJOURNMENT

**MOTION #2022-0118**

**MOVED by** Councillor Johnson Council adjourn the meeting at 9:15 p.m.

**CARRIED UNANIMOUSLY**

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Mayor – Kelly Peterson

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CAO – Noreen Zhang



## REQUEST FOR DIRECTION

<b>TO:</b> Council	<b>DATE:</b> May 9, 2022
<b>FROM:</b> Noreen Zhang, CAO	<b>MEETING:</b> Council Meeting
<b>SUBJECT:</b> Tax Penalty Bylaw	

### RECOMMENDATIONS

That Council give three readings to Bylaw 751 Tax Penalty Bylaw.

### PREVIOUS COUNCIL/COMMITTEE DIRECTIONS

No previous Council/Committee Directions.

### BACKGROUND

Administration had been reviewing the Town's current bylaws and policies to ensure compliance to current statutes and legislations.

Bylaw 531 which deals with tax penalties imposed by the Town was last update in June of 1985. This bylaw had never been changed and reviewed since its formation.

### ANALYSIS

#### **Relationship to Town Council's Strategic Priorities**

Ensure financial sustainability and service excellence by continually updating current bylaws and policies.

#### **Environmental Impact**

No environmental impact.

#### **Economic Impact**

No economic impact.

#### **Social Impact**

No social impact.

### **Relevant Statutes/Master Plans/Town Documents**

Changes to the bylaw reflects current Municipal Government Act legislations.

### **Risk**

Without updating the current tax penalty bylaw, the current practices and legislations are not reflected in present tax penalty Bylaw 531.

### **Alternatives (optional)**

1. Direct Administration to bring back alternatives to tax penalty presented.
2. As Council direct.

## **STAKEHOLDER ENGAGEMENT**

Information is provided to rate payers through the tax notices and the Town website.

## **BUDGET/FINANCIAL IMPLICATIONS**

The changes to the bylaw will have minimal impact on the current budget as it was accounted for during the budget deliberations.

The rate of penalty is equal to the previous amount in the bylaw.

## **SUMMARY/CONCLUSION**

Tax penalty bylaws such as the existing Bylaw 531 is outdated and not reflecting the current legislations and practices. The update will ensure compliance to the MGA and other statutes regulating municipal operations.

## **ATTACHMENTS**

Attachment 1 - Bylaw 751

**TOWN OF WEMBLEY**

**BYLAW 751**

**A Bylaw of the Town of Wembley in the Province of Alberta  
for the Purpose of Imposing Penalties on Unpaid Property Taxes.**

**WHEREAS** Sections 344 and 345 of the Municipal Government Act provide that a council may by bylaw impose a penalty in the year in which a tax is imposed or in any subsequent year, if the tax remains unpaid after the date shown on the tax notice, and Section 346 of the Municipal Government Act provides that a penalty imposed under Section 344 or Section 345 is part of the tax in respect of which it is imposed;

**NOW THEREFORE**, the Council of the Town of Wembley, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw may be cited as the “Tax Penalty Bylaw”.

**PART I - DEFINITIONS**

**INTERPRETATION**

2. In this Bylaw, including this section, unless contrary to any other Act, these definitions shall apply:
  - a. **"Act"** means the Municipal Government Act, R.S.A., 2000, c.M-26 and amendments thereto;
  - b. **"Current Taxes"** means taxes imposed in the current Tax Year for which they are levied;
  - c. **"Property Tax Due Date"** means July 31<sup>st</sup> of a Tax Year;
  - d. **"Tax(es)"** has the same meaning as “tax” as provided for and defined in the Act, and includes any other tax or charge lawfully added to a tax account pursuant to the Act or any other statute of the Province of Alberta;
  - e. **"Tax Year"** means the annual period for which Current Taxes are imposed, commencing January 1<sup>st</sup> and ending December 31<sup>st</sup> of that year; and
  - f. **"Town"** means the municipal corporation of the Town of Wembley.



## **PART II – PENALTIES**

3.
  - a. That all Current Taxes that remain unpaid as at 12:00 p.m. (midnight) on July 31 of that current Tax Year shall be subject to a penalty of six percent (6%).
  - b. That all Current Taxes that remain unpaid as at 12:00 p.m. (midnight) on November 30th of that current Tax Year shall be subject to an additional penalty of twelve percent (12%).
  - c. That all Taxes that remain unpaid as at 12:00 p.m. (midnight) on July 31st of each year subsequent to the Tax Year in which the Taxes were imposed shall be subject to an additional penalty of six percent (6%) in each year until paid.
  - d. That all Taxes that remain unpaid as at 12:00 p.m. (midnight) on November 30th of each year subsequent to the Tax Year in which the Taxes were imposed shall be subject to an additional penalty of twelve percent (12%) in each year until paid.
  - e. If any date specified in this section as a penalty date falls on other than a normal day of business for the Town, then the penalty date shall be deemed to be the next normal business day.

## **PART III – INSTALLMENTS**

4. Any person who wishes to pay Taxes by installments, must enter into an agreement with the Town which provides that:
  - a. Payments shall be made by way of pre-authorized withdrawals, drawn directly from that person's bank account;
  - b. Payments shall be made monthly;
  - c. If payments for a Tax Year commence after the month of January, the person must make an initial payment to the Town equal to the total of all past due installments plus a late filing fee of 1.5% per month on all past due installments from January to June, inclusive, and, for greater clarity, payments for a Tax Year cannot commence after the month of June;
  - d. The payments to be made during each of the months of January to May, inclusive, shall each be equal to one-twelfth of the estimated Taxes due for that Tax Year;
  - e. The payments to be made during each of the months of June to December, inclusive, shall be equal to one-seventh of the amount calculated as follows:

actual Taxes due for that Tax Year LESS aggregate of payments received during January to May, inclusive;

- f. There is an exemption from the penalty provisions under Section 3 for monthly payments, provided the person is not in breach of the agreement;
- g. The penalty provisions under Section 3 shall apply should the person breach the agreement, and such penalty or penalties shall apply on the balance of Taxes outstanding on the date of the breach;
- h. That the bank's failure to honour any pre-authorized payment shall be deemed to be a breach of the agreement by the person;
- i. The agreement shall be deemed to be null and void if all Taxes due from the person are not paid in full up to December 31<sup>st</sup> of the year preceding the Tax Year in which the agreement is to commence.
- j. Notwithstanding Section 4(c), a person who acquires title to a property or business may enter into an agreement with the Town to make monthly payments of Taxes at any time during the Tax Year without payment of a late filing fee, provided the agreement is made within 30 days of the date title is transferred.

#### **PART IV - REPEAL BYLAW 531**

4. The Town of Wembley Bylaw No. 531 is hereby repealed.

#### **PART V - ENACTMENT**

5. This Bylaw shall come into full force and effect on the date it is finally passed by council of the Town.

**READ** a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**READ** a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022

**READ** a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

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Mayor – Kelly Peterson

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CAO – Noreen Zhang



## REQUEST FOR DIRECTION

<b>TO:</b> Council	<b>DATE:</b> May 9, 2022
<b>FROM:</b> Noreen Zhang, CAO	<b>MEETING:</b> Council Meeting
<b>SUBJECT:</b> Reduce Speed Limit	

### RECOMMENDATIONS

That Council give three readings to Bylaw 752 Speed Limit.

### PREVIOUS COUNCIL/COMMITTEE DIRECTIONS

Council directed Administration to create a survey and look at a reduce speed limit within the Town streets at the February 14, 2022.

### BACKGROUND

Previous complaints and expressed concerns by residents on the excessive speed in the Town streets were noted by Council and asked Administration to explore options. Added concerns for safety of the pedestrians, especially children, while walking in the Town streets initiated the investigation of the possibility of reducing the speed limit at certain areas of the Town or within the Town limits.

The Town currently have a lack of walking trails and sidewalks which create pedestrian traffic directly on the streets which could cause safety concerns for both motorists and pedestrians.

The currently overall speed limit is 50 km/hr for the majority of the streets within the Town with the exception of school and playground zones.

### ANALYSIS

#### Relationship to Town Council's Strategic Priorities

To ensure a healthy community that fosters a safe and livable roads.

#### Environmental Impact

No environmental impact.

### **Economic Impact**

No economic impact.

### **Social Impact**

Adopting this bylaw can increase the community's sense of safety and enjoyment of the Town's amenities.

### **Relevant Statutes/Master Plans/Town Documents**

The adoption of the bylaw will adhere to Council's recent Strategic Plan that endorses a safe, livable community.

### **Risk**

Without adopting this bylaw, the possibility of pedestrian and motorist incidents may increase.

### **Alternatives (optional)**

1. Reduce the speed limit to 40 km/hr to ensure distinction of playground and school zones.
2. Direct Administration to bring back alternatives to the bylaw presented.
3. As Council direct.

## **STAKEHOLDER ENGAGEMENT**

Administration created and catalogued results from a survey that was posted on the Town website and actively promoted on the Town's social media. See attached copy of the result.

County Enforcement was also consulted on the implications of the reduction in the speed limit to 30 km/hr and had provided their recommendations. See attached recommendations from Superintendent Rempel, Manager – Regional Enforcement Services Department of the County of Grande Prairie.

Should the bylaw be adopted, the timelines for notice and implementation is as directed by the bylaw.

## **BUDGET/FINANCIAL IMPLICATIONS**

There will be cost to purchase and place the new signs and ensure appropriate notifications. These cost had been included in the current year's budget which was approved by Council.

The estimated cost of implementing Bylaw 752 is approximately \$20,000.

<b>SUMMARY/CONCLUSION</b>
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The reduction of the speed limit within the Town limits is aimed at promoting safe roads for both motorists and pedestrians. The Town is not in the position at this time to improve all of its sidewalks and walking trails. With current projects, the matter of non-existent sidewalk and walking trails are being planned by will take some time to complete.

<b>ATTACHMENTS</b>
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Attachment 1 - Bylaw 752

Attachment 2 – Survey Results

Attachment 3 – Reduced speed limit signage recommendations

Attachment 4 – Superintendent Rempel’s comments and recommendations

**TOWN OF WEMBLEY**

**BYLAW 752**

**A Bylaw of the Town of Wembley in the Province of Alberta  
for the Purpose of Establishing a Standard Speed Limit Within the Town.**

**WHEREAS** subsection 106(c) of the Traffic Safety Act, R.S.A. 2000, c. T-6, (the “Act”) provides that the maximum speed limit for a highway or street located within an urban area such as the Town of Wembley is 50 kilometres per hour, unless another speed limit for a highway or street is prescribed by a sign posted pursuant to subsections 108(1)(c) and (3) of the Act;

**AND WHEREAS** subsection 106.1(1) of the Act provides that despite subsection 106(c), Council may by bylaw establish a speed limit for a highway or street located within the Town of Wembley that is different from the 50 kilometres per hour speed limit referred to in subsection 106(c);

**AND WHEREAS** subsection 106.1(2) of the Act states that a bylaw made under subsection 106.1(1) must provide for the giving of public notice of a speed limit for a highway or street located within the Town of Wembley before the speed limit becomes effective;

**AND WHEREAS** Council must hold a public hearing in respect of the proposed bylaw in accordance with section 230 of the Municipal Government Act (RSA 2000, c. M-26), after giving notice of it in accordance with section 606 of the Municipal Government Act.

**AND WHEREAS** this Bylaw has been advertised in accordance with section 606 and a public hearing has been held in accordance with section 230:

**NOW, THEREFORE, THE COUNCIL OF THE TOWN OF WEMBLEY ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as the “Town of Wembley Speed Limit Bylaw”.

**PART I - DEFINITIONS**

**INTERPRETATION**

2. In this Bylaw, including this section, unless contrary to any other Act, these definitions shall apply:
  - a. “Act” means the Traffic Safety Act, R.S.A. 2000, c. T-6, as amended from time to time;
  - b. “Highway” has the meaning as defined in the Act;
  - c. "Municipal Administrator" means the Municipal Administrator or Chief Administrative Officer for the Town of Wembley or their delegate.
  - d. "Peace Officer" means a member of the Royal Canadian Mounted Police (R.C.M.P.), a Peace Officer appointed pursuant to the Alberta Peace Officer Act,

SA 2006, c P-3.5, as amended from time to time, or a Bylaw Enforcement Officer appointed by the Town of Wembley;

- e. “Town” means the municipal corporation of the Town of Wembley.

## **PART II - SPEED LIMIT**

3. Despite subsection 106(1) of the Act, the maximum speed limit for a highway or street located within the Town of Wembley is established as 30 kilometres per hour, unless otherwise posted.
4. The speed limit established in subsection (1) does not apply to a highway or street where the speed limit is prescribed by a traffic control device, as that term is defined in the Act.
5. No person shall drive a vehicle in an alley at a speed greater than 20 kilometers per hour.

## **PART III – PUBLIC NOTICE**

6. The Town must post on its website [www.wembley.ca](http://www.wembley.ca) a notice in respect of the speed limit set out in subsection 3(1) no later than June 30, 2022, and must maintain this notice on the website indefinitely.
7. The Municipal Administrator must erect signs at the municipal boundary on all highways and streets entering into the Town indicating the speed limit set out in subsection 3(1) no later than June 30, 2022.

## **PART IV – EXERCISE OF DISCRETION**

The Town has the discretion to enforce this bylaw, and is not liable for any causes of action should a Peace Officer decide not to enforce this Bylaw, as long as the decision to not enforce this Bylaw was made in good faith.

## **PART V - ENACTMENT**

This Bylaw shall come into full force and effect on the date it is finally passed by Council.

**READ** a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**READ** a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022

**READ** a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

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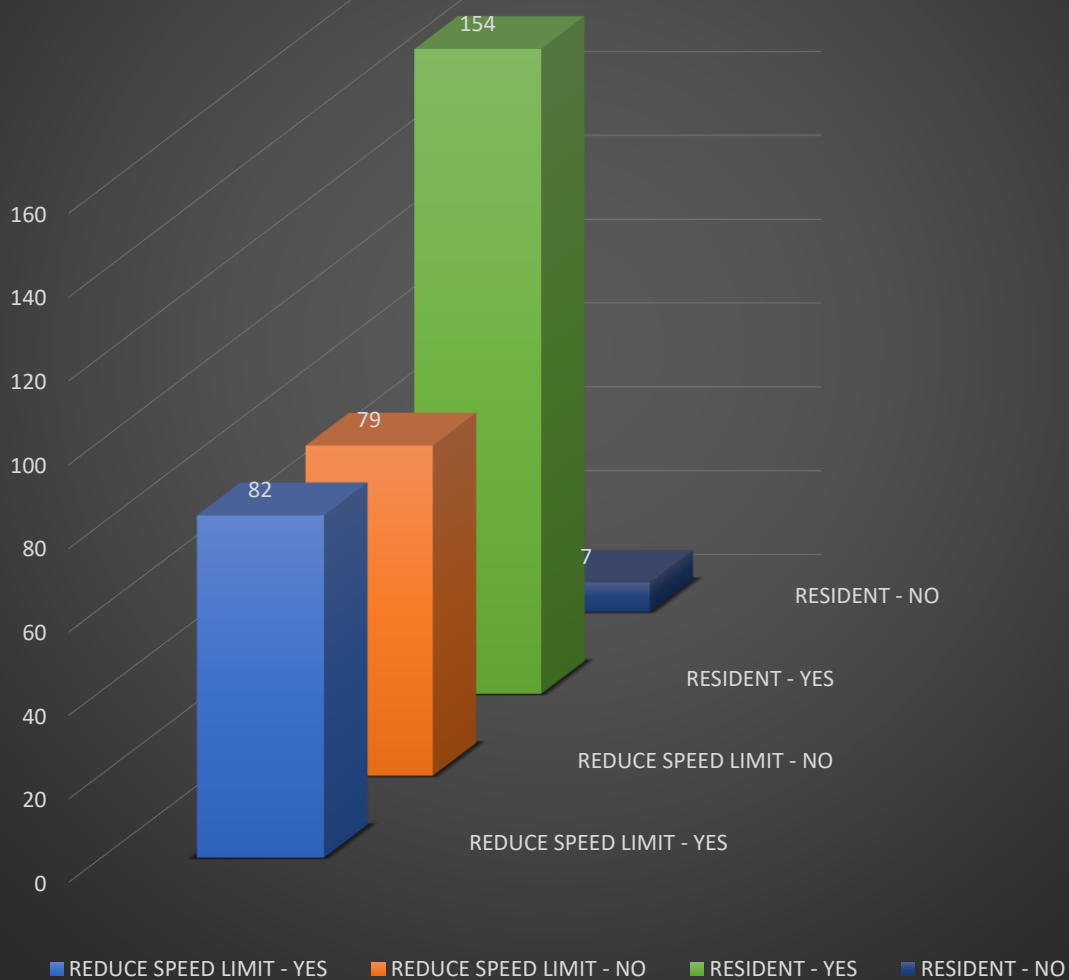
Mayor – Kelly Peterson

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CAO – Noreen Zhang

## SPEED LIMIT SURVEY 2022

(Total Number of Responses 161)





**COMMENTS AND RECOMMENDATION FROM SUPERINTENDENT STUART REMPEL**

PROS to reducing entire Town to 30 km/hr. maximum speed limit:

- Geographically, Wembley would be fairly easy to post speed signs at all primary entrances into the community.
- Reducing and posting the speed in the entire municipality would be easier done than just doing the residential area.
- You are legally able to reduce your speed limit under S. 108 (1) (c) of the Traffic Safety Act (TSA).
- You will need to have the speed passed under a bylaw as per S. 108 (4) (b) TSA.
  - We recommend inserting into your General Traffic Bylaw # 731. You already have all day school zones in S. 31 and would recommend adding either a new S. 32 or changing S. 31 to cover both.
- Studies have shown conclusively that decreases in posted speed limits do improve pedestrian livability in the event of a collision.
- Local muni's with total or partially reduced speed zones:
  - Hamlet of Wedgewood has had a reduced speed limit of 40 km/hr. for over 25 years. It is only residential with no industrial or schools. Playground zones are 30 km/hr.
  - Town of Beaverlodge has posted a 30 km/hr. zone around a small core central area that also includes the elementary school.

CONS to reducing entire Town to 30 km/hr. maximum speed limit:

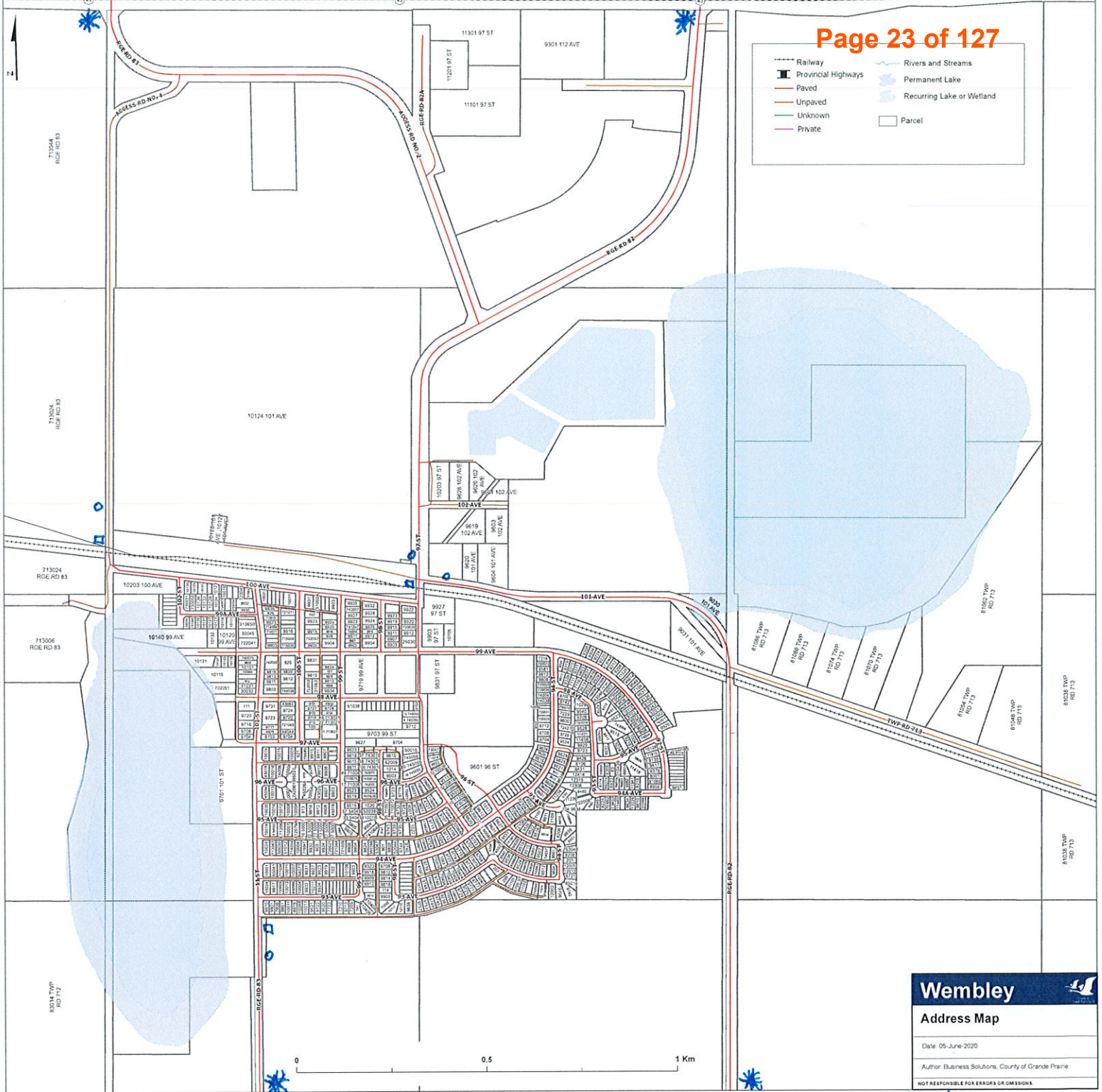
- Because the speed is lower than the prescribed provincial 50 km/hr. in an urban area as per S. 106 (c) TSA, the number and location of any speed signs will be very important.
- The 50 km/hr. speed maximum for urban areas is provincially mandated under the TSA and so right now *even without a sign up and in place*, you cannot exceed 50 in an urban area.
  - If the speed limited is lowered, proof of the bylaw and that the adequate 30 km/hr. signage was up and in place in addition to the speed reading we obtain will be required for court. Right now all we have to prove is the speed reading.
  - If a violator makes a strong case that they didn't see the signs or they were improperly erected – they raise a reasonable doubt and the court has to dismiss the charge.
- Our experience is that the courts are much less willing to convict and give the benefit of the doubt more to violators in cases where a muni posts a speed different than what the province has in place.
- In reviewing Town traffic statistics, the majority of speeding offences in Wembley are found within school zones.
- The Town of Wembley does not seem to have a speed or traffic collision problem.
- Playground and School zone safety: There is some thought amongst traffic safety circles that making the speed the same as school and playground zones will take away the special attention that drivers need to have in these zones. There are studies that indicate that drivers may pay less attention if they are not different and the speeds are all the same.
- The majority of municipalities we reviewed had only reduced speed limits in residential areas and not on through roads or collector roads. Below are a few non local Alberta muni's to reference:

- City of Edmonton Council voted to reduce their residential speed from 50 km/hr. to 40 km/hr. in November of 2020. This will take effect for summer 2021 and cost an estimated 1.1 million. City of Edmonton has high density population and has one of the highest pedestrian injury/fatality statistics in western Canada.
- City of Calgary 40 km/hr residential reduced speed limit come into effect May 31<sup>st</sup>, 2021.
- City of Airdrie has 30 km/hr. speed limit in residential areas only.
- Town of Banff has had a 40 km/hr. reduced residential area only speed limit since 2003.
- The majority of municipalities we reviewed had reduced 40 km/hr. zones and not 30 km/hr.
- The majority of municipalities that reduced their speed limit did so only in their residential areas.
- Tourists and visitors are not expecting or looking for overall reductions in speed and given that it is inconsistent with the majority of other local muni's in the region may create a negative image of the town.
- Photoradar and red light cameras are widely looked upon as a "cash cow" and not for traffic safety, despite studies that clearly say it has a positive effect. Reducing the speed everywhere in town may be seen negatively as a "cash grab" and not for safety. Especially now when mental health and stress are ongoing issues, there are job losses due to the economy, and Covid-19 restrictions.
- It is also a municipal election year in the second year of the global pandemic. Possibly not the best timing.

Options we see arising:

1. Status quo – no changes.
2. Reduce residential areas to 40 km/hr. leaving school and playground zones at 30 km/hr. and collector, industrial and through roads at 50 km/hr.
3. Reduce speed in entire Town to 40 km/hr. leaving playground and school zones at 30 km/hr.
4. Reduce speed in entire Town to 30 km/hr.

- Railway
- Provincial Highways
- Paved
- Unpaved
- Unknown
- Private
- Rivers and Streams
- Permanent Lake
- Recurring Lake or Wetland
- Parcel



Legend

* = Wembley Corporate Limits signs with speed limit info =	4
□ = 40 km/h signs (ensure end of school/playground signs are in place) =	3
o = 40 km/h ahead sign (in locations you currently have slow to 50 km/h =	3

If you have 50 km/h signs currently posted in the community, we recommend installing 40 km/h signs in their place, for consistency.



## COMMUNITY SPEED LIMIT

ID-506

NOTE

COMMUNITY NAME IS TO BE CENTRED IN THE WHITE SPACE ABOVE "CORPORATE LIMITS".


LETTERING FOR COMMUNITY NAME:

203 mm (DESIRABLE) OR 178 mm (MINIMUM) CLEARVIEWHWY 2-B



LETTERING: 127 mm CLEARVIEWHWY 2-B/2-W

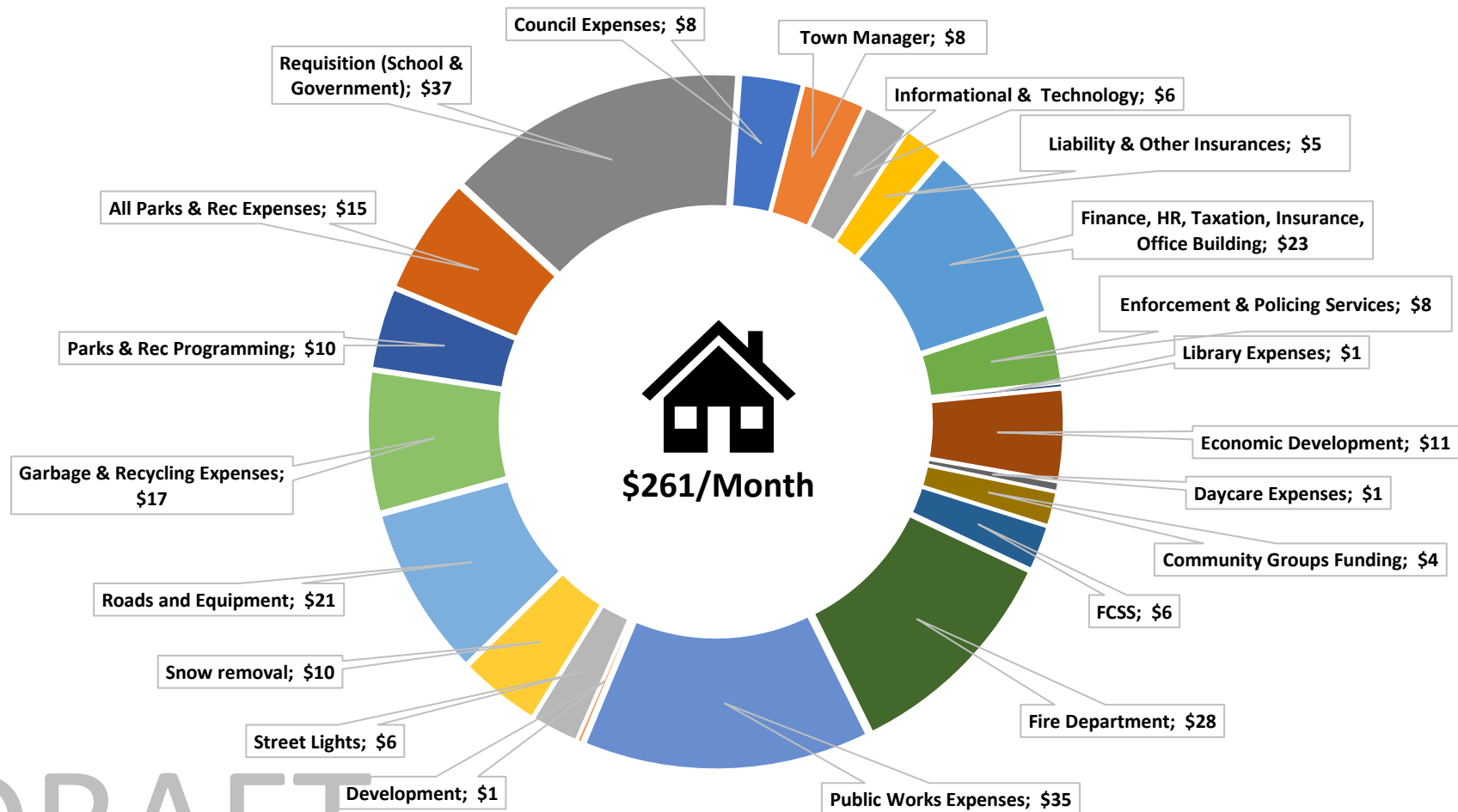
SECTION REFERENCE		
DIMENSIONS (mm)		1830 X 1680
ENLARGEMENT FACTOR		15 X
COLOUR		
BACKGROUND	BORDER	MESSAGE / SYMBOL
WHITE/BLUE	BLACK/WHITE	BLACK/WHITE



# Town of Wembley CAO REPORT – May 9, 2021

<b>1. Tax Notices</b>	<ul style="list-style-type: none"> <li>Administration is mailing out tax notices on May 16, 2022, with information detailing the Council approved budget.</li> </ul>
<b>2. 2021 Audited Financial Statements</b>	<ul style="list-style-type: none"> <li>The audited financial statements are now on the Town's website</li> </ul>
<b>3. Census Information</b>	<ul style="list-style-type: none"> <li>The Town's website is currently updating its information to reflect the new information from the most recent federal census.</li> </ul>
<b>MEETINGS/TRAINING ATTENDED</b>	
<ul style="list-style-type: none"> <li>Volunteer Appreciation Banquet – April 26, 2022 (Café 43)</li> <li>Renaming of Sexsmith Civic Centre – April 27, 2022 (Sexsmith)</li> <li>Information Session with Grande Prairie Regional Airport – April 28, 2022 (Grande Prairie)</li> <li>Northwest Tourism Town Hall – May 3, 2022 (Grande Prairie)</li> <li>NuVista Open House – May 5, 2022 (Beaverlodge)</li> </ul>	

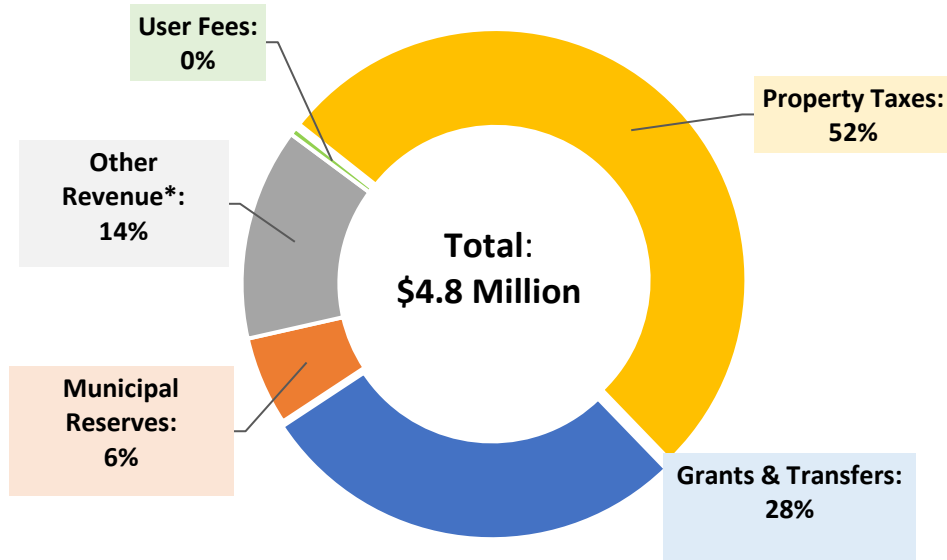
# How is the municipal portion of my tax bill spent?



DRAFT

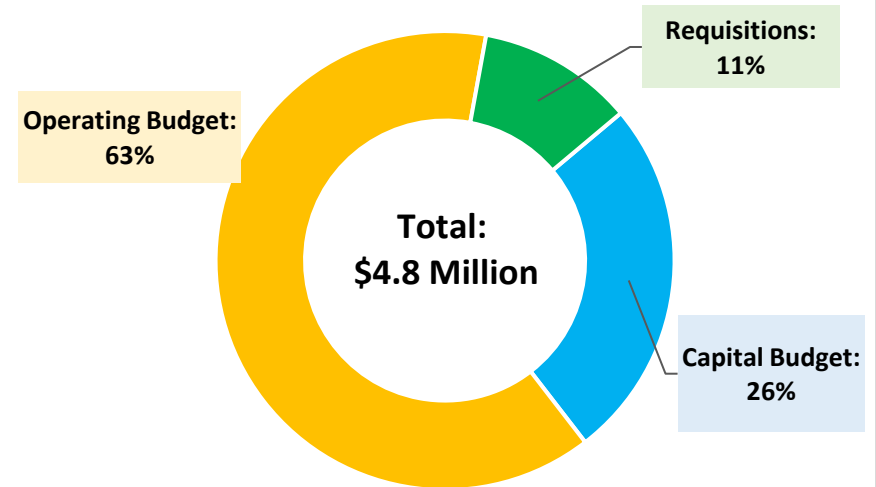
- Council Expenses
- Town Manager
- Informational & Technology
- Liability & Other Insurances
- Finance, HR, Taxation, Insurance, Office Building
- Enforcement & Policing Services
- Library Expenses
- Economic Development
- Daycare Expenses
- Community Groups Funding
- FCSS
- Fire Department
- Public Works Expenses
- Development
- Street Lights
- Snow removal
- Roads and Equipment
- Garbage & Recycling Expenses

## Town Budget Revenue



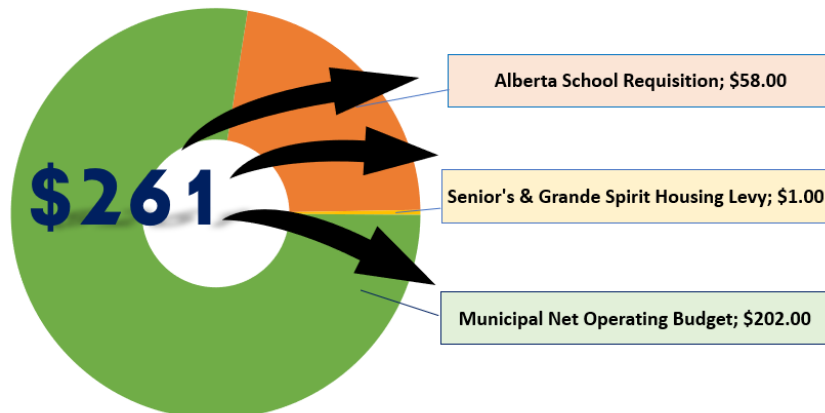
\*Included: Interest, Franchise

## Town Budget Expenses



DRAFT

## Monthly Property Tax Breakdown



### Example:

Homeowners of a property assessed around \$250,000.00 will pay approximately \$3,128.75. If the property owner is signed up with tax instalment payment plan, they will see an equalized monthly payment of \$260.73.



## Board Member Application Form

### Three Year Term

Start Date \_\_\_\_\_

Name: \_\_\_\_\_

Position, Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

All Board members are required to participate in at least one (1) sub committee of the RDDMS. Let us know which one(s) interests you?

Executive	<input type="checkbox"/>	Board Recruitment & Succession	<input type="checkbox"/>
Finance	<input type="checkbox"/>	Governance	<input type="checkbox"/>
Fund Raising & Events	<input type="checkbox"/>	Ad Hoc Committees	<input type="checkbox"/>

Bio: See Attached Resume ☐

Do you have any history with the Museum?

\_\_\_\_\_  
\_\_\_\_\_

Please complete the Board Matrix Form attached and return with your application to:

### Board Recruitment Committee Chair

Ken Loudon

[director@gptourism.ca](mailto:director@gptourism.ca)



[illegible]

**COMMUNITY & PROTECTIVE SERVICES COMMITTEE MEETING**  
**9:00 A.M., MAY 4, 2022**  
**MINUTES**

=====

<b>PRESENT:</b>	Kelly Peterson Noreen Zhang Tyrel Johnson Christina Ketchum Chris Crane Pam Decker	Mayor Chief Administrative Officer Councillor Community Services Director Public Works Foreman FCSS Director
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<b>REGRETS:</b>	Matt Smith      	Fire Chief
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**1. Call to Order**

The meeting was called to order at 9:00 a.m.

**2. Family, Community and Social Services**

**2.1 Pam Decker – FCSS Director**

- Community Events
  - Volunteer Appreciation Week (April 24th – 30th)
    - ✓ Call for nominations for the Wembley Community Award Deadline April 7<sup>th</sup>.
    - ✓ April 26<sup>th</sup> - Volunteer Appreciation Banquet at Café 43.
    - ✓ Engrave Plaque that is displayed in the Town Office 2019-2022 “Thank You Volunteers”.
  - Seniors Week (June 6th – 12th)
    - ✓ Plans to collaborate with Silver & Gold Club and Wembley Firefighters Assoc. to host BBQ. Tentative date Tuesday, June 7, 2022.
    - ✓ Would it be possible to allow for parking along 101 St for this event?
      - Recommend to Council to grant permission for on street parking on 101 Street adjacent to the Silver and Gold Club during the event in order to accommodate additional parking requirements and mobility concerns.
    - ✓ Request for Council to make Seniors Week Declaration.
      - Recommend to Council to declare June 6 – 12, 2022 as Seniors Week.
  - Bi-Annual Seniors Tea, June 9th - 1:30 pm – 3:30 pm Evergreen Park
    - ✓ Event Partners: City of GP, County of GP, Town of Beaverlodge, Town of Sexsmith, Town of Wembley, Seniors Outreach
    - ✓ Town Council will be asked to help serve at this event.
    - ✓ Invitation for Mayor to give greetings.
- Banner Project
  - Graduation Banners - Participants – 8
  - Banners have been ordered.
  - Select/order designs for Seasonal Banners.
  - Announce Remembrance Day Banners.
  - Prepare Public Works for installation of mounting hardware and upcoming community banners:
    - ✓ Graduation
    - ✓ Spring/Summer
    - ✓ Canada Day
    - ✓ Remembrance Day

- ✓ Fall/Winter

- When banners are received, FCSS will contact PW to schedule.

Note: Graduation, Canada Day, Remembrance Day are time sensitive.

- Park Benches
  - Formerly used for the County Connector Bus Stops.
  - Request that they are moved to enhance Sunset Park after the Spray Park construction.
- Spray Park
  - The FCSS Advisory Board has requested an update on the project.
  - The FCSS Advisory Board would like to discuss the plans for the use of the monies that were collected in 2019 (\$15,000).
  - Request to have some detailed project options presented for the FCSS Advisory Board input.

CAO Zhang recommended to FCSS Director Decker to find other options to encourage nominations of volunteers ie. Reaching out to community groups and other stakeholders.

CAO Zhang directed FCSS Director Decker to take a lead on establishing Lemonade Stand Day in Wembley for the month of June. It was suggested that FCSS reach out to the County for further information since they have already started working on their lemonade stands.

### 3. Fire Department

#### 3.1 Matt Smith, Fire Chief (PROVIDED WRITTEN REPORT)

- Covid Protocol
  - Only requirements currently are rapid testing for multi-agency training, and anyone testing positive must refrain from all FD duties for 10 days, or symptoms resolve and a negative test rapid covid test is produced.
- New Recruits/Membership
  - Two members completed their entry level training the past 2 weekends.
- Incident Updates
  - Currently 78 calls this year:
    - ✓ 10-Mutal Aid
    - ✓ 25- In Town
    - ✓ 43- Contracted County Area
- Training Yard Gravel
  - After the past couple years of construction and Aquatera heavily utilizing our driveway, it needs some attention and gravel.
  - Inquire if Aquatera is looking after fixing this after they utilized it for the past year.
  - Consider gravel for the FD training and PW yard in the future, during muddy conditions the yard at times can be impassible with the large trucks. Future request for direction will be submitted to Administration on this for future budget considerations.
    - PW Foreman Crane will bring back information on cost and recommendation to address this issue.
- Events
  - Northern Heat Training Conference May 3<sup>rd</sup>-6<sup>th</sup>. Six members attended, and Chief Smith is on the Executive Planning Committee and a Safety Officer for the live fire training at the Conference.
  - Wembley hosted the Regional Firefighter Recruit training April 23, 24, 30 and May 1 for 17 new recruits for the entire region.
- Equipment Failures/Notable

- Jaws of Life is due for servicing and inspection. We now have 2 SCBA out for service/warranty work on the control module, and we are seeing lengthy waiting on parts. The County has lent us two SCBA for the duration required.
- County Fire Service Contract
  - A formal proposal has been submitted by County and a counter proposal was sent back April 29<sup>th</sup> by the CAO, as directed by Council. Waiting on response.
- Old Tahoe
  - Old Tahoe was repaired and sent to Public Works. They are loaning it back to the FD to utilize for transportation to and from Peace River for the members attending the Training Conference the first week of May.
  - Emergency lights need repaired, there is no power to the control module in the center console.
- Fire Association Update
  - Trailer has been decaled and the BBQs are purchased. The trailer can be utilized this summer. Any requests should be directed to Wembley Firefighters Association at [wembleyfirefightersassociation@outlook.com](mailto:wembleyfirefightersassociation@outlook.com).
  - The Association is doing a roadside cleanup for Rge Rd 72 and TWP 712 for the County as a fundraiser mid-May. Looking for volunteers.
- Committees
  - Internal Committees, as follows, have been generated at the Annual General Meeting.
    - ✓ Recruitment and Retention
    - ✓ Antique Fire Truck Restoration
    - ✓ OHS/Health and Wellness Committee
    - ✓ Equipment/Grant Committee
  - Nothing to note currently.
- Canada Summer Jobs
  - Two work experience firefighters (Summer Jobs) are starting in the coming weeks. Approval was communicated by the Canada Summer Jobs Program the last week of April to cover 50% of the costs for the 16-week program.
  - Documentation and Payroll needs to be coordinated with Administration and Finance.
  - The two local successful applicants are: Nathan Aubin and Ivan Peterson

#### 4. Public Works/Parks & Recreation Report

##### 4.1 Christina Ketchum, Community Services Director

- Road Work
  - Continuing with potholes with cold mix. Moisture is not assisting. Hot patching will start up this coming month.
  - Ordered crack sealer and tack oil. Looking into a product for alligator cracks.
  - April still brought some days of sanding and snow removal on entrances.
  - Familiarized foreman with the roadways and problem areas.
  - Meetings with rate payers and their issues with water backing up on property.
  - Preparing culvert replacement plans.
  - Prepping for culvert install, and approach build for the WADACHS (completion date for early May).
  - Reco quotes on problem asphalt area (map attached) as they are in town doing repairs for Aquatera, allowing us reduction in costing.
  - Road grading started. Pulling in and shaping.
  - Hauling gravel and filling holes in alleys where industry compromised. Working on a better tracking and accountability program.
  - Recommendation that funding from 2021 budget be reallocated to 2022 paving projects. Estimated projections of cost would be \$125,000.00 (locations on map).

- Greenspaces
  - Preparing sports fields for P&R spring sports. Moving nets, cleaning debris and filling holes. This will continue with regular inspections and maintenance.
  - Started litter and branch pick up.
  - Mower start up maintenance complete.
  - Branch pile has been burnt. Clean up work has started.
  - Signage ready for install for No Dogs Off Leash.
  - Built planter boxes for office.
  - Clean up and tilling at Helen E. Taylor school (track meet trailing facilities).
  - Assembled FCSS picnic tables.
  - Re-enforced Sunset structure to prevent further vandalism.
- Repairs
  - CVIP and Boom inspection complete on bucket truck. Latter rung being repaired.
  - Maintenance and repairs completed on equipment. Ready for new season.
  - Getting new maintenance forms for all equipment.
  - Clean and decluttering of shop and yard is continuing. Getting into a more organized standard.
  - Work on backhoe, getting bucket changed over.
  - Once forms are complete, they will then be formulated into policy and recommended for adoption.
- Safety
  - Working on SOPs.
  - Constructing and adopting a new competency program getting all staff signed off.
  - Monthly inspections complete (will be working on adding additional for liability).
  - Once forms are complete, they will then be formulated into policy and recommended for adoption.
- Aquatera
  - Road deficiencies have been started and will be ongoing throughout May.
  - Lagoon Expansion.
    - ✓ BTO still has some equipment on location.
    - ✓ Seasonal deficiencies will be dealt with in the spring.
  - Pump House Upgrades
    - ✓ Still ongoing work and upgrades.
    - ✓ Grading work to be done in 2022.

Will be in contact with project leads on some issues that have arouse.
- Community/Noteworthy
  - PCORA- request that they install a semi-permanent walkway in front of the bleachers. This will be constructed with used asphalt and packed.
  - Working with WCAT on picking up picnic tables for gazebos.
  - Met with and or responded to many complaints and issues with standing water, alleys, and road improvements.
  - Met with three Alberta Municipalities (AUMA) approved vendors for loader quotes. Foreman has recommendation.
  - Public works has no issues with request. Will assist with the aesthetics and ground maintenance. Any additional millings and or asphalt could be utilized with our recycler.
  - Recommendations discussed and attached.
  - Recommendation that Council accept the request and grant permission. And request on their behalf used asphalt from the County.
  - Chris Crane, Public Works Foreman, recommended to Committee the purchase of the John Deere 524P Loader in the amount of \$-\$317,457.18, GST not included.
    - ✓ 60" Carriage & Pallet Forks (\$10,140)

- ✓ 4-in-1 Hydraulic snow blade 8'-14' smooth trip (\$29,844)
- ✓ Upgrade Extended Warranty to full Machine 5yr/7500hr (\$7,652)
- Council review recommendation for loader and proceed with purchase.
- Committee/Training Meetings/Webinars for the Month
  - GPRRC Meetings- 3
  - Internal Meeting- 3
  - Council Discussions - 1
  - Committee- 4
  - Resident Meeting- 1
  - Industry Meeting- 4
  - Events- 2
  - Staff Meeting-1
  - Banquet-1

#### 4.2 Parks & Recreation

- Both events were very successful and well received.
- Football has started and first home game on Saturday 14<sup>th</sup>.
- Looking at hosting soccer tournaments.
- Started working with other communities to create rural sports league to host games.
- Color Run is coming June 4<sup>th</sup>.
- Now that budget is finalized, planning of projects are underway.

CAO Zhang queried about the unused winter solstice fireworks. The fireworks are still available for use as the winter solstice had been postponed due to weather. Recommendations were discussed on when they can be utilized such as the summer solstice or the Wembley Ag Society Fall Fair. This item will be addressed at the next CAPS Committee meeting.

### 5. ADMINISTRATION/COUNCIL REPRESENTATIVES

- 5.1 Kelly Peterson, Mayor  
Nothing to report.
- 5.2 Councillor Johnson  
Nothing to report.
- 5.3 Noreen Zhang, CAO  
Nothing to report.

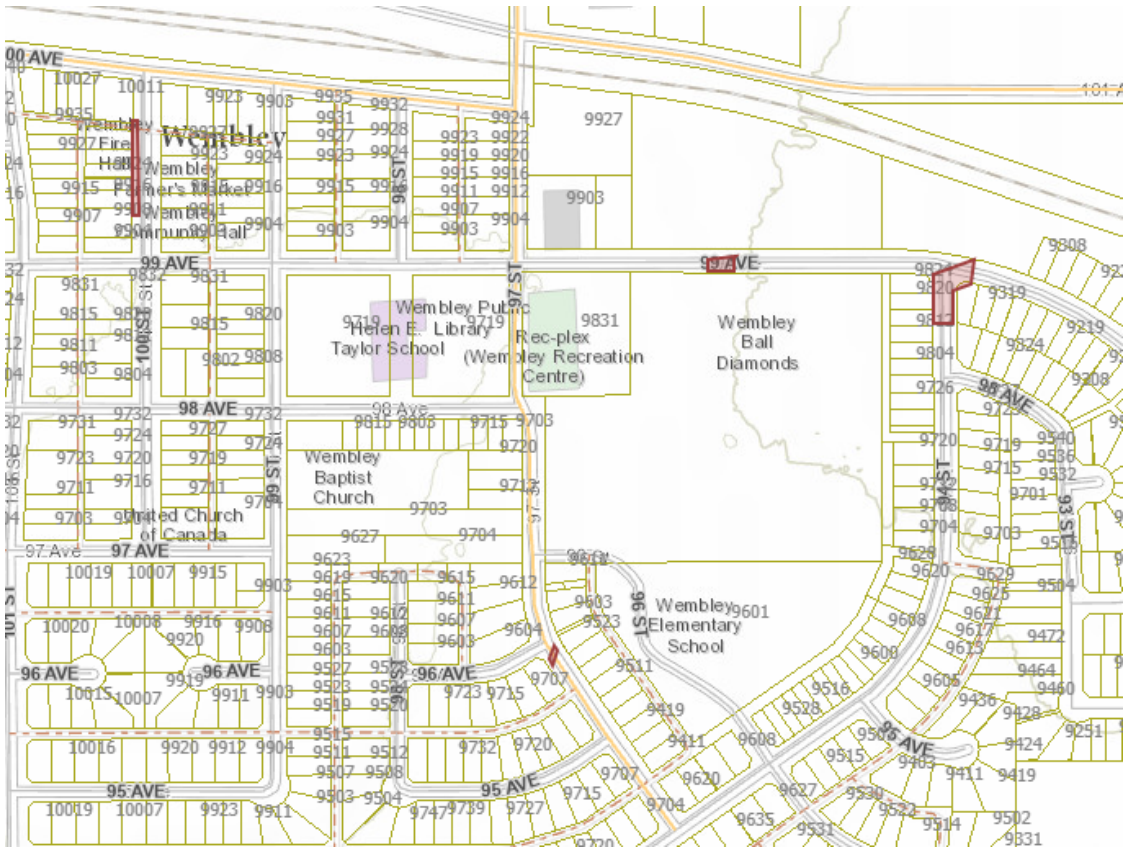
### 6. ROUND TABLE

- Christina Ketchum  
Talked to Aquatera about hydrant flushing and the damage it does to some of Wembley's infrastructure. Will be setting up a meeting with Aquatera to look at alternatives.
- Chris Crane  
Installing a cage on the culvert installed on 99 Avenue to prevent a child or animal from falling in. Will be constructed in such a manner as to be able to remove it.
- Pam Decker  
Had a query re the progress on the spray park. Christina informed Committee that tenders are in and waterlines will be installed first.
- Councillor Johnson  
The Peace Energy Show is on May 18 and 19, 2022 and recommends the Community Services Director and Public Works foreman attend.
- Mayor Peterson  
Thanked the Public Works Department for their hard work this Spring.
- CAO Zhang  
Thanked Chris for getting the garden boxes ready and the ongoing improvements in the Public Works Department. Attended the Alberta Tourism Town Hall and the Tourism

Industry Association has access to different grants, etc. through the Province. The Town will be contacting the Tourism Association if they would have any grants available to assist the Town with local events that may be an attraction to the tourism industry. The Mayor suggested to look at the price of a digital sign, which Chris said he will do. The blue sign will also be taken down.

**7. ADJOURNMENT**

Meeting adjourned at 10:03 a.m.





Town of Wembley FCSS  
PO Box 89  
Wembley, AB T0H 3S0

April 26, 2022

Town of Wembley Council  
PO Box 89  
Wembley, AB, T0H 3S0

Town of Wembley Council,

The 2022 Biannual Seniors Tea planning committee formally invites you to our "*Biannual Seniors Tea*" on June 9, 2022, to celebrate seniors within our region. The tea will be taking place at the Tara Center at Evergreen Park from 1:30pm – 3:30pm.

The Biannual Seniors Tea recognizes and celebrates local seniors who continue to make positive contributions to our communities and is hosted during senior's week. This event brings together seniors from various municipalities to connect with one another and share in an afternoon of companionship and camaraderie.

We are requesting your attendance at the Biannual Seniors Tea to serve our guests beverages and refreshments throughout the event.

We are also requesting your assistance with drawing the door prize from your municipality at which time, you are welcomed to send a representative to share a few words with our guests.

Thank you for considering our invitation. Please provide a response to [fcss@wembley.ca](mailto:fcss@wembley.ca) with the name of attendees, as well as the name of who will draw the door prize and bring greetings on behalf of the Town of Wembley by June 3, 2022. Should you have any questions, I can be reached by phone or email.

Sincerely,

Pam Decker  
FCSS Director  
Town of Wembley  
780-766-2269  
[fcss@wembley.ca](mailto:fcss@wembley.ca)



# Grande Spirit Foundation

"We provide quality housing that serves the needs of our seniors, families and individuals."

8 April 2022

To all Grande Spirit Foundation Member Municipalities

Town of Wembley  
Box 89  
Wembley, AB  
T0H 3S0

RE: Letter of Support - Regional Housing Needs Assessment

In 2019, Grande Spirit Foundation completed a "Regional Needs Assessment that covered, in high detail, the statistical housing needs of our regional population with a purpose of accessing future funding through partners such as the provincial, federal governments (CMHC) and private opportunities.

In 2020/21 the provincial government completed review of the housing sector to create a long-term vision for affordable housing and in 2021 completed the 10-year Stronger Foundations Affordable Housing Strategy.

This strategy highlights a requirement for needs assessments to be completed to assist the province to properly understand housing supply strengths and opportunities with future funding models to be guided by these assessments. Grande Spirit Foundation appreciates the high value of a regional needs assessment. Together with the G5 municipalities (Saddle Hills County, Birch Hills County, MD of Spirit River, Town of Spirit River and the Village of Rycroft), we successfully leveraged a needs assessment for our Spirit River project to access over \$24 million for the provincially announced Spirit River Lodge replacement and new Continuing Care facility.

The province has indicated that any municipality can complete their own needs assessment if so desired and we have attached a copy of the form the province has circulated for usage and submission.

GSF board of directors has discussed local and regional needs assessments and have agreed that working together as a collective and unified board is important to the success of the region and have provided the following motion:

**RESOLUTION # 1357 – Moved by J. Chelick to approve sending a letter requesting support for being part of the regional needs assessment. CARRIED**

Given our board's interest in partnering with Alberta Seniors and Housing and our commitment into the 10-year Stronger Foundations Affordable Housing Strategy, our GSF board of directors is requesting each municipality provide a motion of commitment to support the existing "Regional Housing Needs Assessment" that speaks with one voice to the province for our regional needs. GSF has attached a copy of our 2019 Needs Assessment and is planning to update this assessment in 2023 with 2021 federal census data and make the report public for usage.



# Grande Spirit Foundation

"We provide quality housing that serves the needs of our seniors, families and individuals."

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Please discuss this at your next Council meeting and provide a letter of support to our CAO, Steve Madden, via email [smadden@grandespirit.org](mailto:smadden@grandespirit.org). Should you have any questions please contact our CAO via email [smadden@grandespirit.org](mailto:smadden@grandespirit.org) or by phoning the office number below.

Sincerely,



Judy Kokotilo-Bekkerus  
Chairperson  
Grande Spirit Foundation

cc Board of Directors  
Grande Spirit Foundation

Steve Madden, CAO  
Grande Spirit Foundation

# Housing Needs Template

## PART 1: Key Indicators & Information

Municipality (CSD): \_\_\_\_\_

Date of Completion (MM/YYYY): \_\_\_\_\_

### Population

Population: \_\_\_\_\_ change from \_\_\_\_\_ : \_\_\_\_\_ %  
StatCan Census 2021 StatCan Census 2016 5-year per cent change

Projected population in 5 years: \_\_\_\_\_ : \_\_\_\_\_ %  
Population projection in 2026 5-year per cent change

Households: \_\_\_\_\_ change from \_\_\_\_\_ : \_\_\_\_\_ %  
StatCan Census 2021 StatCan Census 2016 5-year per cent change

Projected households in 5 years: \_\_\_\_\_ : \_\_\_\_\_ %  
Population projection in 2026 5-year per cent change

Average household size: \_\_\_\_\_ Projected average household size in 5 years: \_\_\_\_\_

Median age: \_\_\_\_\_ Projected median age in 5 years: \_\_\_\_\_

Seniors 65+: \_\_\_\_\_ % Projected seniors 65+ in 5 years: \_\_\_\_\_ %

Owner households: \_\_\_\_\_ % Renter Households: \_\_\_\_\_ % Renters in subsidized housing: \_\_\_\_\_ %

Comments on population and household projections as well as other population considerations:  
 (e.g. shadow population, such as the homeless, transient/seasonal workforce, etc.)

### Income / Economy

#### Median Household Income

All households: \$ \_\_\_\_\_ Renter households: \$ \_\_\_\_\_ Owner households: \$ \_\_\_\_\_

Income Data Source: \_\_\_\_\_ Reporting Year: \_\_\_\_\_  
Municipal or Federal

#### Economic Indicators

Reporting Region: \_\_\_\_\_ Participation Rate: \_\_\_\_\_ % Unemployment Rate: \_\_\_\_\_ %  
Municipal or Regional

Major local industries: Please include top ten employers/industries, including those that employ a majority of lower income households.

### Housing

Please specify the number (#) of households and percentage (%) of households in Core Housing Need, spending more than 30%/50% of income on shelter costs for each unit type.

<b>All Households</b>	<i>Bachelor</i>	<i>1 Bedroom</i>	<i>2 Bedroom</i>	<i>3 Bedroom</i>	<i>4+ Bedroom</i>
Households in <i>Core Housing Need</i>	#	#	#	#	#
	%	%	%	%	%
Spending more than <b>30%</b> of household income on shelter cost	#	#	#	#	#
	%	%	%	%	%
Spending more than <b>50%</b> of household income on shelter cost	#	#	#	#	#
	%	%	%	%	%

<b>Renter Households</b>	<i>Bachelor</i>	<i>1 Bedroom</i>	<i>2 Bedroom</i>	<i>3 Bedroom</i>	<i>4+ Bedroom</i>
Households in <i>Core Housing Need</i>	#	#	#	#	#
	%	%	%	%	%
Spending more than <b>30%</b> of household income on shelter cost	#	#	#	#	#
	%	%	%	%	%
Spending more than <b>50%</b> of household income on shelter cost	#	#	#	#	#
	%	%	%	%	%

<b>Owner Households</b>	<i>Bachelor</i>	<i>1 Bedroom</i>	<i>2 Bedroom</i>	<i>3 Bedroom</i>	<i>4+ Bedroom</i>
Households in <i>Core Housing Need</i>	#	#	#	#	#
	%	%	%	%	%
Spending more than <b>30%</b> of household income on shelter cost	#	#	#	#	#
	%	%	%	%	%
Spending more than <b>50%</b> of household income on shelter cost	#	#	#	#	#
	%	%	%	%	%

Briefly summarize the following. Attach any supporting documentation (PDFs) where appropriate.

	<i>Bachelor</i>	<i>1 Bedroom</i>	<i>2 Bedroom</i>	<i>3 Bedroom</i>	<i>4+ Bedroom</i>
<b>Median Market Rent</b>	\$	\$	\$	\$	\$
<b>Vacancy Rate</b>	%	%	%	%	%

Please provide current municipal/regional housing policies and key initiatives that enable affordable housing (e.g. tax exemptions, inclusionary zoning), as well as any current local community plans and regional growth strategies (established within the last five years):

Please provide findings from community consultations undertaken on housing needs with persons, organizations, authorities, or community groups (including Indigenous groups) serving the following priority low- to moderate-income populations\*:

- Indigenous peoples
  - People with disabilities
  - Women and children fleeing violence
  - People at risk of homelessness or transitioning out of homelessness supports
  - People at risk of health and safety in current accommodation
  - Seniors
- People dealing with mental health and addiction
  - Youth exiting government care
  - Veterans
  - Recent immigrants and refugees
  - Racialized groups
  - LBGTQ2S+ people

\*These target populations align with groups of people identified as those in greatest need in the Government of Canada’s National Housing Strategy.

## PART 2: Municipal Key Findings & Priorities

### Housing Supply

Please summarize the number of non-market housing units in the community:

	Existing Units	Committed or Under-development	Current Unit Deficit (need)	Current Accessible Unit Deficit (need)	Total Projected Unit Deficit (5-years)
Community Housing					
Senior Self Contained					
Seniors Lodge					
Seniors Housing (Other)					
Non-Market Affordable Housing					
Permanent Supportive Housing					
Special Needs					
Indigenous Housing					
Emergency Shelters					
Rent Supplement					
Other					

### Municipal Priorities

Please list the top 3 priority housing types for the municipality and the number of units needed.

<b>Top 3 Priorities (Housing Type)</b>	<b>Current Unit Deficit (Need)</b>	<b>Projected Unit Deficit (5-years)</b>
1.		
2.		
3.		
<b>Other Priorities:</b>		

Key Findings

Provide rationale / key findings to support the top housing priorities listed above:

Priority 1:

Total Units:      Vacancy Rate:      Waitlist (if available):

Key Findings/Comments:

Priority 2:

Total Units:      Vacancy Rate:      Waitlist (if available):

Key Findings/Comments:



Priority 3: \_\_\_\_\_

Total Units: \_\_\_\_\_ Vacancy Rate: \_\_\_\_\_ Waitlist (if available): \_\_\_\_\_

Key Findings/Comments:

Other Priorities: \_\_\_\_\_

Key Findings/Comments:



City of Grande Prairie  
Birch Hills County  
County of Grande Prairie  
Saddle Hills County  
MD of Greenview  
M.D. #144 Spirit River  
Town of Wembley  
Town of Beaverlodge  
Town of Sexsmith  
Town of Spirit River  
Village of Rycroft  
Village of Hythe

# Regional Seniors and Family Housing Needs Assessment Study: 2019

November 2019



and

**Focus Consulting**

Focus on what you **Can** do  
Not what you cannot

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## 1 Executive Summary

The Grande Spirit Foundation partnered with the City of Grande Prairie and commissioned Gordon & Associates to prepare a Regional Family and Seniors Housing Needs Assessment. The purpose of the project was to complete a housing accommodation needs assessment that encompasses families, seniors, indigenous peoples, and individuals in need of housing accommodation that clearly identifies housing needs and priorities across the region.

The need assessment was conducted across the entire region covered by the Grand Spirit Foundation, encompassing the City and County of Grande Prairie, the northwestern part of the Municipal District of Greenview and nine communities around Grande Prairie. To ensure that data was statistically significant and meaningful, the territory was divided into four aggregations, three rural (North, West and East) as well as the City of Grande Prairie. The assessment draws on a range of data sources, including CMHC housing market data and a set of custom tabulations from the 2016 Census.

Housing needs assessments were completed for each of the four geographies and include a regional perspective. The assessment includes a housing market overview, assessment of current housing need, an estimated of future need, an overview of existing and future housing requirements and needs by household type and age and potential options to address the housing needs for consideration.

Although not currently included in the mandate of the Grande Spirit Foundation Indigenous housing need, homeless and special needs populations were covered in the analysis.

A summary of existing and future housing requirements and needs by household type and age is provided for each geographic area. While the primary focus is a needs assessment, policy implications and options are outlined for consideration.

The analysis examined two aspects of need (or more accurately, requirements): market housing need and need for assistance. Housing need typically focuses on households unable to address their housing requirements in the market. For example, in the Grande Prairie region roughly 11% of all households are deemed to be in core housing need. Framed this way, the challenge is to reduce need below 11%. An alternate way to view this is that 89% of households in Grande Prairie are appropriately housed, most without assistance in market-based housing. Here the challenge is to extend the reach of the market (grow the 89% to 90%+) such that fewer remain unserved (i.e. minimize the need for public assistance). It is for this reason that the assessment extends to include an assessment of the market conditions and performance.

### ***Key findings and insights***

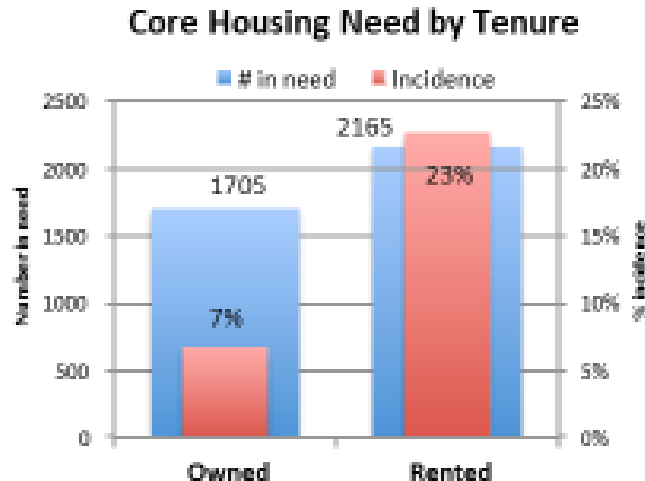
The analysis identified distinct differences in the existing stock of housing and in recent construction activity between the City versus the three rural areas. It also revealed a significant mismatch between housing requirements and market supply.

- Many households in the rural communities and smaller households, seek smaller homes, but wish to remain in those areas. To date there has been only a limited market response.
- For smaller households that are renting, often the only option is a single detached home, for which the rent exceeds 30% of income, so they fall into core housing need. If there were smaller lower rent options, such households may not be in need.
- Housing need in the rural communities is more often, but not exclusively, found among low-income seniors that own their home. If options, including smaller dwellings either for sale or for rent were available, many may liquidate their equity and downsize – but those options are not being created in the housing market.

There is a need to encourage and incent market-based solutions to persisting housing need.

This assessment draws on the widely used CMHC core housing need measure to identify both the quantity and nature of housing need, where some form of assistance is required.<sup>1</sup>

- First looking at an overall assessment of core need across the region, the data show that in total some 3,900 households, (almost 2,200 renters and 1,700 owners) accounting for 11% of all households are estimated to be in core housing need.



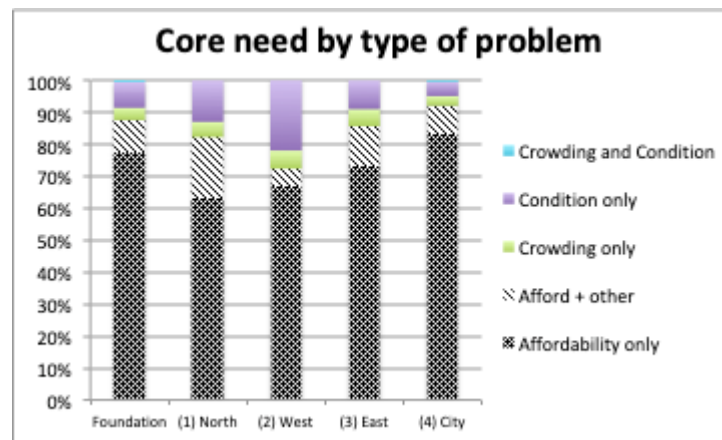
<sup>1</sup> Core Housing Need is a methodology developed by CMHC in the 1980's to assess housing need. It involves a two-step process drawing on three specific housing standards – affordability (pay over 30% of gross income for shelter cost); adequacy (dwelling in need of major repair); and suitability (a measure of crowding that compares number of bedrooms to size and composition of household). Second it establishes an income threshold to further refine the count of those in need. This is determined based on having an income above that required to pay no more than 30% to afford a median rent home of suitable size in the market area. So, if the median 2-bed rent were \$750, the income threshold would be \$30,000 ( $\$750 / 0.30 \times 12$  months). A household living below any of the three standards and with an income below the income threshold is deemed to be in core need.

In addition to counting the number of households in need, the analysis also examined the incidence of need (the proportion within a specific population group that are estimated to be in need. As shown in the chart above:

- While the number of owners in need is significant (and mainly in the rural areas), the incidence of need among owners is much lower 7%, or one on every 14 owner households) compared to renters where almost one in four are in need. And owners have accumulated equity that can be used to assist, while renters have few or no assets and generally much lower incomes.

### ***Nature of Need***

As noted, the core need methodology distinguishes type of need, incorporating the three housing standards: affordability, adequacy (condition) and suitability (crowding).



The vast majority of problems relate to affordability, either alone, or in combination. That said, in the three rural areas, there is a higher incidence of homes in poor condition.

- Where the most prominent problem is affordability (and as noted earlier, this impacts mainly renters in the City) an effective remedy is some form of housing allowance or rent supplement to help improve the household's financial capacity to cover their rent.
- It is not necessary to build a new affordable home for all households in need, especially if the need is exclusively related to affordability only – the households already lives in a suitable home in reasonable repair.
- To address issues of poor condition some form of home rehabilitation program, possibly including some retrofit to support senior independence could be explored as a low-cost option to enable seniors to remain in their own home.
- Supply based solutions are often better directed to special needs populations, where the target clients require delivery of ancillary support services. A

congregate housing model can help to facilitate economies of scale in such service delivery. E.g. home care and personal supports can be more efficiently delivered to a Lodge versus to a dispersed group of senior homeowners. And similarly, for those experiencing chronic homelessness (in excess of 180 days in the emergency system, or recurrent periods of 3 months or more) congregate purpose-built housing may also be an effective way to deliver Housing First responses.

#### ***Some imbalance in current stock versus need***

The existing stock of assisted housing is heavily skewed in favour of seniors, especially outside of the city, where the existing stock serves almost exclusively seniors. In the city there is a more diverse mix, including 386 rent supplement units mainly in the city, which are the main source of assistance to singles and families.

- Some rebalancing in this assisted stock may be required by adding non-senior development. This is especially true for singles in core need, many of which are between 45-64. This suggests responses targeting singles, regardless of age, rather than more narrowly targeting seniors (except where ancillary supports for supportive living for the frail elderly are planned). And, as noted, family housing, particularly for lone parents should be prioritized (although as suggested above, this can be accommodated using rent supplements or housing allowances).

#### ***There is an absence of options for indigenous households***

The incidence of core need among Aboriginal households is also disproportionate. Even though total households in need count 630, this represents 14% of all Aboriginal households (compared to incidence of 11% in the Non-Aboriginal population).

- A critical challenge in addressing this disproportionate level of indigenous need is the absence of indigenous housing provider in the region.

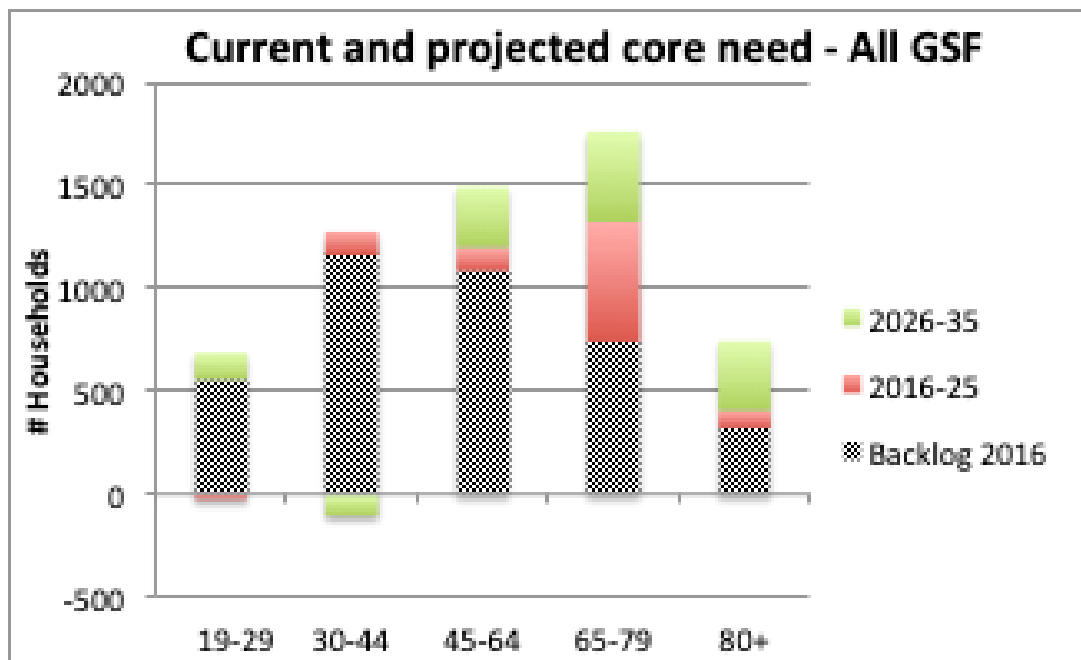
#### ***Addressing the backlog and anticipated growth in housing need.***

As a way to quantify need, the following table presents total core housing counts, for each of the four area groups and by tenure. This excludes homelessness and special needs.

Summary of Core Housing Need Across the Grande Prairie Region (2016)					
	North (G5)	West	East	City	Totals
<b>Owners</b>	210	370	375	750	1,705
<b>Renters</b>	95	160	185	1,720	2,165
<b>Total</b>	<b>305</b>	<b>530</b>	<b>560</b>	<b>2,470</b>	<b>3,870</b>

- As suggested earlier it is important to note that not all those identified here as in core housing need will in fact seek assistance.
- And equally important, not all those in need require the construction of new affordable housing, especially the large majority facing only an affordability problem. Complementary options, including rehabilitation (rural owners); housing allowances (mainly for renters); as well as potential market supply initiatives can be effective in addressing this backlog.

An estimate of future growth has been determined by drawing on population projections prepared by the Province for 2016-36. A base projection was used to first generate an estimate of household growth, and from this using the 2016 incidence rates of core need, by age the number of potential new core need households is estimated.



- While the current backlog is more pronounced for the 30-64 age groups, and high levels of need among lone-parents and non-elderly singles, the projection shows that over the current decade (2016-25) the greatest growth will be in households age 65-79; in the subsequent decade (2026-35), growth will be



more broadly spread across the three older groupings (45-64, 65-79, and 80 and over).

This will increase requirements for seniors housing and as these populations move into the older (80+) group for various levels of supportive living and long-term care.

The detailed core housing need data for the Grande Spirit Foundation is contained in the tables below (note Statistics Canada rounds to nearest 5).

<b>Detailed Core Need Data - Grande Spirit Foundation</b>						
<b>Core Housing Need (2016) by Tenure and Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
Owners and renters	560	1160	1085	735	315	3860
Owner	85	465	590	395	170	1705
Renter	475	700	500	335	155	2145
<b>Core Housing Need (2016) by Age and Household Type</b>						
Couple no children	40	55	210	165	70	540
Couple+children	120	300	130	0	0	550
Lone-parent	185	520	175	30	0	910
Multiple-family	0	20	10	10	0	40
One-person	145	235	505	505	245	1635
Two + non-family	60	50	60	20	10	200
<b>Total</b>	<b>550</b>	<b>1180</b>	<b>1090</b>	<b>730</b>	<b>325</b>	<b>3875</b>
<b>Current and Projected Core Need, by Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
<b>Backlog of need (in 2016)</b>	560	1160	1085	735	315	3860
<b>Projected growth each 5 yr period</b>						
<b>2016-20</b>	-85	76	44	220	18	273
<b>2021-25</b>	60	37	69	362	67	596
<b>2026-30</b>	82	-69	128	334	124	599
<b>2031-36</b>	49	-36	166	104	213	497
<b>Total</b>	<b>105</b>	<b>9</b>	<b>407</b>	<b>1020</b>	<b>423</b>	<b>1965</b>

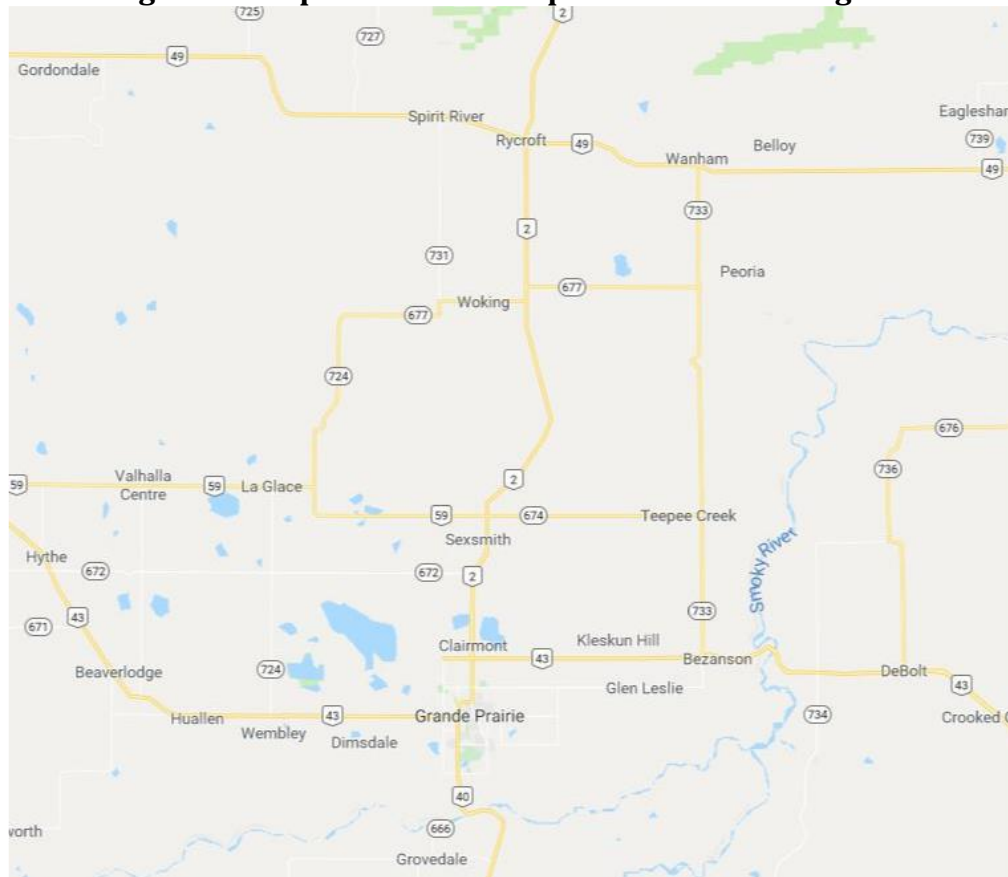
## 2 Introduction

The Grande Spirit Foundation (GSF) is a Housing Management Body that operates under the Alberta Housing Act and Regulations and has been providing housing for seniors and families in the Grande Prairie area since 1960. GSF provides housing for 1,500 residents through senior and family housing programs in various communities across the region. The Foundation is comprised of twelve municipalities which are all represented on the Board of Directors:

- |                             |                             |
|-----------------------------|-----------------------------|
| 1. City of Grande Prairie   | 7. Town of Beaverlodge      |
| 2. County of Grande Prairie | 8. Town of Sexsmith         |
| 3. County of Saddle Hills   | 9. Town of Spirit River     |
| 4. County of Birch Hills    | 10. M.D. # 133 Spirit River |
| 5. MD of Greenview          | 11. Village of Rycroft      |
| 6. Town of Wembley          | 12. Village of Hythe        |

The map below shows the Grande Spirit Foundation region.

**Figure 1: Map of the Grande Spirit Foundation Region**



The vision of the Grande Spirit Foundation Region is to “provide progressive housing to address a significant lack of available progressive housing for seniors and families to address the challenges of varied stages within the region”. The size and diversity of the communities within the foundation area creates varying housing needs and demands across the region. These housing needs and demands are driven by the supply and demand profile, employment, demographic and socio-economic factors in each community. GSF’s waitlist continues to support the need for more non-market housing across the region.

A new 150-unit seniors’ facility was opened in Clairmont in 2017 containing a combination of self-contained apartments and lodge units. The recent 2019 Alberta Budget included funding approval for the construction of a new senior’s facility in the Town of Spirit River. It will contain 40 lodge units to replace those in the aging Pleasant View Lodge and 52 Supportive Living (SL) units (26 SL4<sup>2</sup> and 26 SL4D<sup>3</sup>) for a total of 92 housing units.

## 2.1 Purpose

The Grande Spirit Foundation partnered with the City of Grande Prairie and commissioned Gordon & Associates to prepare a Regional Family and Seniors Housing Needs Assessment. The purpose of the project, as stated in the Request for Proposal (RFP), was to:

“complete a housing accommodation needs assessment that encompasses families, seniors, indigenous peoples, and individuals in need of housing accommodation that clearly identifies housing needs and priorities across the region. The expectation is that development of the assessment will involve consulting and working with key stakeholders including federal, provincial and local governments and local stakeholders. The completed needs assessment will be leveraged to assist in the development of future business case(s) for submission to the Alberta Government for capital funding request(s) for construction of new housing, as well as assisting GSF in designing local responsive actions to address the identified needs”.

<sup>2</sup> DSL4 is a setting that provides you with accommodation, meals, housekeeping, linen and recreational services and a higher level of personal care and health care services onsite.

<sup>3</sup> DSL4D provides specialized dementia (memory) care

### 3 Method and Approach

Housing affordability is not a fixed line; it is a continuum based on household capacity and affordability ranging from emergency shelters aiding the homeless to market housing, as displayed in Figure 1 below. Success would have individuals and households moving from the left to the right or toward more independence. However, the housing system does not function in a way that supports this movement because the building industry responds to demand not need. Virtually all of the non-market housing need is provided with some form of subsidy – either one time and/or ongoing. Current and projected future supply gaps across the continuum are the focus for where policies and strategies need to be developed.

**Figure 1: Housing Continuum**

		NON-MARKET HOUSING				MARKET HOUSING	
		SHORT-TERM		LONG-TERM			
Housing	Emergency Shelter	Short-term Supportive Housing	Long-term Supportive Housing	Subsidized Housing	Affordable Housing	Market Affordable Housing	Market Housing
Alberta examples	<ul style="list-style-type: none"><li>• Adult <input type="checkbox"/> Women's emergency</li><li>• Youth</li></ul>	<ul style="list-style-type: none"><li>• Second-stage shelters</li><li>• Community residential treatment facilities</li></ul>	<ul style="list-style-type: none"><li>• PSH</li><li>• Special Needs Housing</li><li>• Continuing Care</li></ul>	Seniors Lodge Seniors self-contained housing Community housing Rent supplement	Affordable Housing Initiative (capital grant)	No direct subsidies Reduced costs (e.g., regulations, standards & const.)	Rental and home ownership through the private market

Level of Support & Subsidization

While the GSF Regional Housing Needs Assessment will cover the housing continuum, the focus is on affordability needs of families, seniors and individuals, and subsidized and affordable housing solutions which HMBs in Alberta and elsewhere have used to address needs. This is the middle section of the continuum, as illustrated in the circle above.

#### ***Aggregating the data – The challenge of finding relevant data***

One of the challenges with quantifying housing requirements and need is finding relevant data. Working with rural jurisdictions can present the challenge of having a sufficient size population to generate a robust and meaningful set of housing and

demographic housing from the Statistics Canada census. In order to resolve this challenge, the municipalities outside of Grande Prairie were aggregated into 3 sub-regions or areas. Two actions were taken to determine the 3 geographic groupings:

- Only half of the MD of Greenview is within the GSF. To address this issue, the MD of Greenview was split down the middle (west to east) and the area within GSF was geo-coded and included.
- To help distribute the population more evenly, a line was drawn from north to south in the County of Grande Prairie on the west side of the City and each half was geo-coded.

After reviewing the impact of these actions on the population totals for each group, it was agreed that the regional housing needs assessment would be based on the four distinct geographies containing the following municipalities:

- 1. North:** Saddle Hills County, Birch Hills County, Town of Spirit River, MD of Spirit River, Village of Rycroft (6% of pop)
- 2. West:** Wembley, Beaverlodge, Hythe, County of Grande Prairie West (18% of pop)
- 3. East:** MD of Greenview (NW), Sexsmith, County of Grande Prairie East (14% of pop)
- 4. City:** Grande Prairie (62% of pop)

With the four geographic areas defined and coded, Statistics Canada was able to generate aggregate data on each of them. A data specification was developed with Statistics Canada containing the data elements required for the housing assessment. Relevant housing and household characteristics were ordered by individual municipality and in aggregate for the four geographies.

- Dwelling types, age, condition, etc. of the housing stock
- Number of households by type, tenure, income and age
- Trends in housing starts and house prices and rental rates
- Core Housing Need data was specified by household type and age and included both the number and incidence of need by aboriginal and non-aboriginal households.

Population projections from Alberta Treasury (2019) for Census Division #19, which is slightly larger than the GSF geographic area, were used to estimate population growth over the next 20 years in 5-year intervals. The headship rate method was used to convert population into households by type and age group. The incidence of need in 2016 was kept constant over the 20-year forecast to estimate the number of households in need.

### 3.1 Data and Information Sources

The following housing data sources were used to develop this report:

- 2016 Census of Canada - Custom tabulation of select housing and household variables;
- Canadian Mortgage and Housing Corporation (CMHC) housing market reports -historical rent levels and vacancies rates, and housing starts for Grande Prairie);
- Grande Prairie Real Estate Board (EREB) sales data on existing house prices from the Multiple List Service (MLS) for the City of Grande Prairie;
- Various forms of administrative data related to non-market housing were sourced from GSF, participating municipalities, Alberta Government Ministries,
- Numerous documents on housing and population were considered during the development of the housing needs assessment. These documents are included in Appendix 2.

### 3.2 Report Structure

Housing needs assessments were completed for each of the four geographies and include a regional perspective. The assessment includes a housing market overview, assessment of current housing need, an estimated of future need, an overview of existing and future housing requirements and needs by household type and age and potential options to address the housing needs for consideration.

Indigenous housing needs within the GSF geography are also assessed. The housing needs of the homeless and special needs populations are discussed here, but the data is sourced externally - from the City of Grande Prairie and the Alberta Rural Development Network (ARDN) for the homeless and from the Alberta Government for special needs housing.

A summary of existing and future housing requirements and needs by household type and age is provided for each geographic area. While the primary focus is a needs assessment, policy implications and options are outlined for consideration.

## 4 Regional Needs Assessment

This section first provides an overall regional review of the findings regarding the housing need assessment. It includes comparisons across the region, and especially between the urban (city) part and the more rural surrounding communities. Specific highlights within each of the four groupings are subsequently presented.

### 4.1 Regional Overview

As outlined in the approach and methodology, the housing need analysis examined two aspects of need (or more accurately, requirements): market housing need and need for assistance. This summary address each of these two separately.

Housing need typically focuses on households unable to address their housing requirements in the market. For example, in the Grande Prairie region roughly 11% of all households are deemed to be in core need (nationally this is 14%).

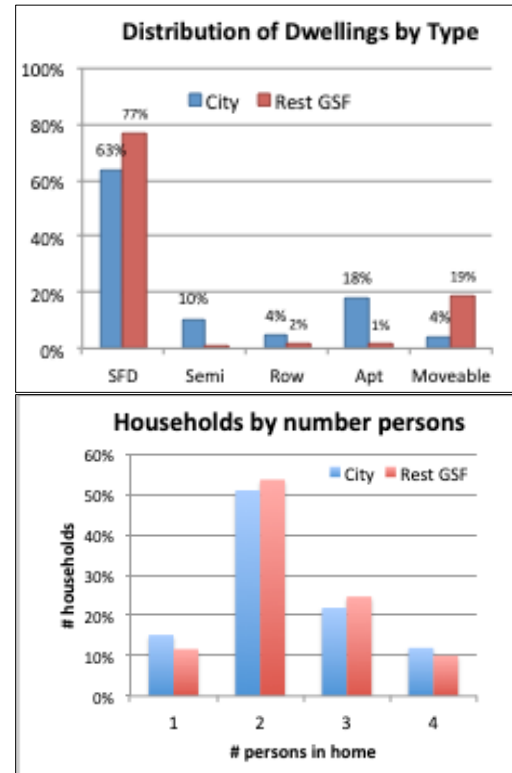
Framed this way, the challenge is to reduce need. An alternate way to view this is that 89% of households in Grande Prairie are appropriately housed, most without assistance in market-based housing. Here the challenge is to extend the reach of the market (grow the 89% to 90%+) such that fewer households remain unserved (i.e. minimize the need for public assistance). It is for this reason that the assessment extends to include an assessment of the market conditions and performance.

#### *Assessing the market*

This involved an examination of both the housing stock and recent additions to this stock through new construction, compared to the demographics and household characteristics of the people that live in this housing.

First looking at the existing housing stock, the data show that the predominant form of housing is the single-family dwelling (SFD), especially in the three areas (North, West, East) outside of the City. Concurrently there are very few multiple unit forms (semi, row and apartment) outside of the city).

And new construction activity is building more of the same – in the non-urban areas almost exclusively detached homes. The existing stock in the City is more diverse, with the existing stock and new activity including a more complete range of multiple unit structures.

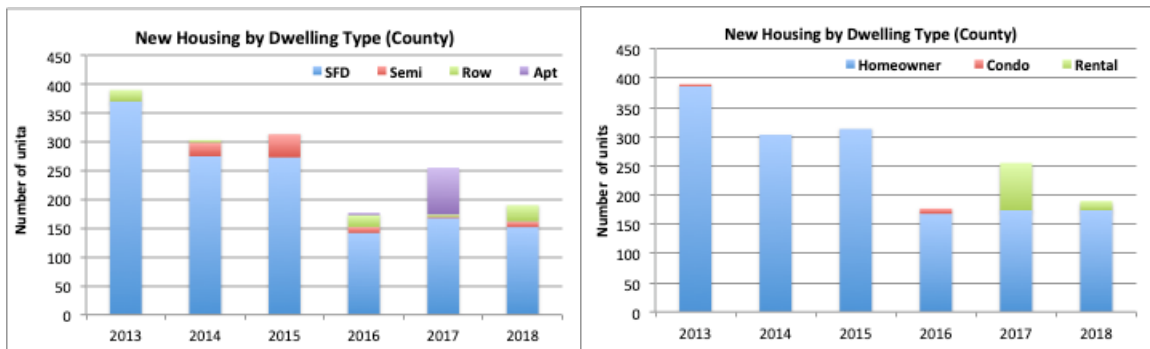


This is important because single detached homes are more often than not owner occupied (in the three rural areas the ownership rate is over 85%); while multiple forms are more often rented (for this reason, in the city, with more multi-unit attached housing, the ownership rate is only 65%).

### ***Lack of market options for smaller households***

The data show a very substantial number of households are one or two persons (singles and childless couples). And this is especially the case in the three rural areas. While many households may be content in a single-family home, some may wish to downsize to a smaller home with less upkeep, or lower cost. But options to downsize and stay in their own community are rare. This preference was highlighted in community consultations, where seniors expressed a strong preference to remain in their own communities.

Many have potential home equity that would enable them to convert into small condo properties, but such options are not being created. Similarly there are few rental options for those that wish to cash out their equity as part of a downsizing process (the receipt from sales would enable them to pay rent, beyond what their fixed pension income may allow, and also provide a nest egg of savings to fund other activities rather than being locked into home equity).



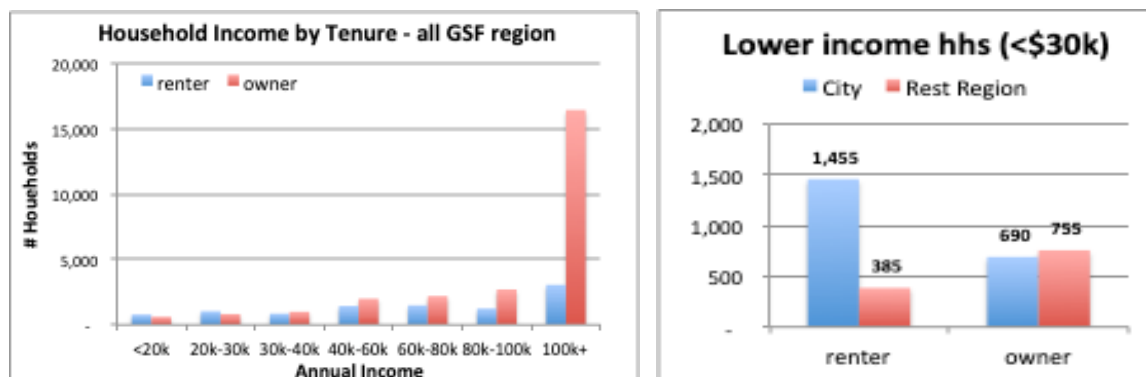
In addition to a lack of existing options, the new construction charts (for the county only) show that in the three rural areas the construction industry is not building a product that provides such choice – neither smaller units, nor rentals.

One consequence is that in the smaller communities often the only options are Lodges and independent (social housing) apartments but with limited turnover and availability, and many seniors may not be ready for or need supportive housing.

There is a need and potential for market-based solutions to expand these options, and remove pressure from social housing waiting lists.



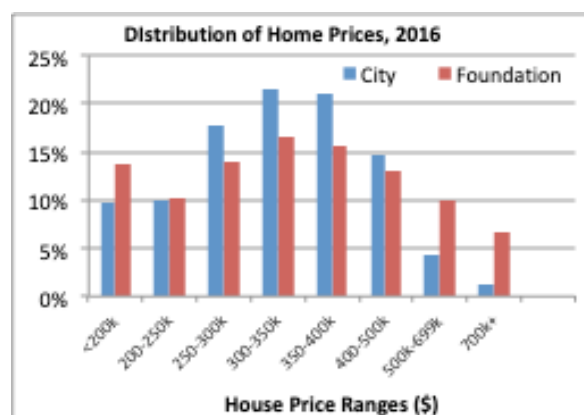
In terms of market-based solutions, the data show that in the three rural areas (rest of region) there are few households with very low income, below \$30,000, less than 800 owners and under 700 renters.



At an annual income of \$30,000 households can afford to pay up to \$750 – based on the 30% of income benchmark used to measure need. Most lower income households are renters and live in the City – there are few renters in the other three areas. Many of these under \$30,000 households in the three rural area are owners, and with accumulated equity there is some purchasing power to support market-based solutions.

Existing property values, most over \$200,000 provide these lower income owners with an option to liquidate their equity, and either purchase or rent a smaller more appropriate dwelling.

In the city there is a greater diversity of dwelling types and in recent new construction activity have included a good supply of rental apartments. However there still remains an undersupply of new rentals.



There are potential opportunities to expand rental options though new supply: the recently implemented federal Rental Construction Financing Initiative (RCFI) provides very favourable lending to support such development (by either private or non-profit proponents).<sup>4</sup>

At the same time there is very little new condo apartment construction (and almost none outside of the city), so options for seniors and other small households that may wish to downsize (and do not require a large detached home, but seek to own) are limited.

<sup>4</sup> Details on the CMHC RCFI program are available here: <https://www.cmhc-schl.gc.ca/en/nhs/rental-construction-financing-initiative>

The data on household characteristics also reveal tenure patterns and show that in the three rural groupings, households are predominantly owners; in the City the majority are still owners, but the scale of the rental sector is much larger, accounting for over one-third all households.

These tenure patterns are important in the determination and differentiation of housing need as discussed in the next section. Notably, the limited stock and supply of smaller (1-2 bedroom) rental options means that many renters have no choice other than to rent larger single detached homes, which tend to have higher rents (and utility costs). And, for some, it is these higher rents that cause them to spend over 30% and be in core need. It is possible that if smaller, lower rent options were available in the market fewer renter households would be in core need.

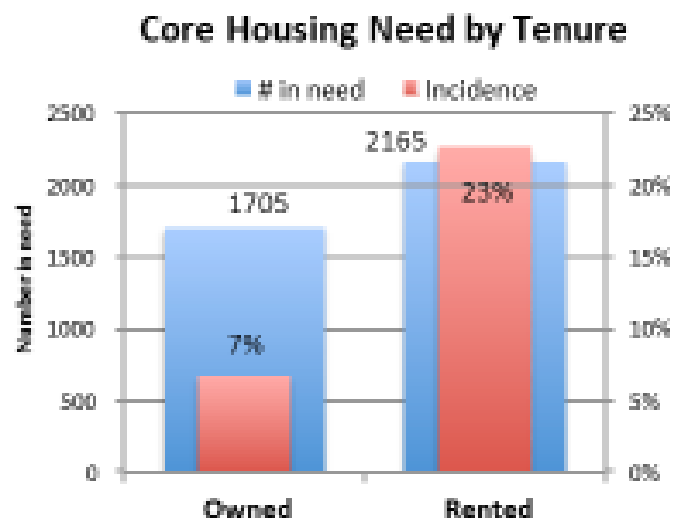
The key point here is that it is possible to address some core need without subsidy, simply by enabling a more responsive set of market options (grow the reach of market as an indirect way to reduce need).

### ***Examining housing need***

This assessment draws on the widely used CMHC core housing need measure to identify both the quantity and nature of housing need, where some form of assistance is required.<sup>5</sup>

First looking at an overall assessment region, the data show that in total some 3,900 households, (almost 2,200 renters and 1,700 owners) accounting for 11% of all households are estimated to be in core housing need.

At an aggregate level across the GSF service area a slight majority (56%) are renters, and these are mainly in the City of Grande Prairie; meanwhile 44% (counting 1,700) are owners, and these are mainly found in the other three rural groupings. Details for each area are discussed later, but the data reveal a distinct difference between the urban and rural areas.



<sup>5</sup> Core Housing Need is a methodology developed by CMHC in the 1980's to assess housing need. It involves a two-step process drawing on three specific housing standards – affordability (pay over 30% of gross income for shelter cost); adequacy (dwelling in need of major repair); and suitability (a measure of crowding that compares number of bedrooms to size and composition of household). Second it establishes an income threshold to further refine the count of those in need. This is determined based on having an income above that required to pay no more than 30% to afford a median rent home of suitable size in the market area. So if the median 2-bed rent were \$750, the income threshold would be \$30,000 ( $\$750 / 0.30 \times 12$  months). A household living below any of the three standards and with an income below the income threshold is deemed to be in core need.

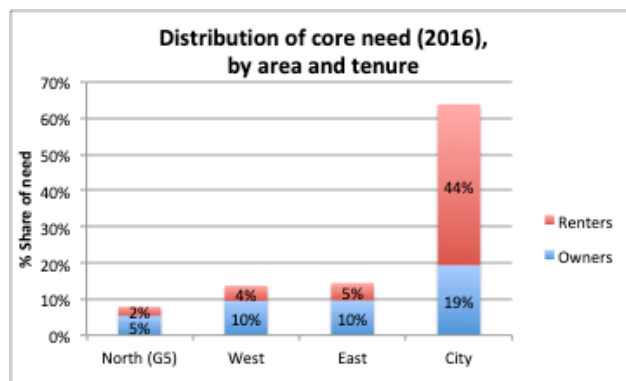
It should be noted that the core need methodology does not consider home asset values of owners, and as such overlooks their capacity to draw on their asset to help resolve their need (i.e. selling and using resulting proceeds as a source to pay rent, as discussed in previous section).

While there are a substantial number (1,700) of owners in need, the frequency of need (incidence) among owners is much lower (at 7%, or one in every 14 owner households) than among renters. For renters one in every four households (23%) is in need.

And as noted earlier, renters in need have fewer options (no asset or equity). For this reason, housing interventions (as reflected in the recently announced National Housing Strategy), tend to focus more on renters, where need is more extensive and acute.

Notably, when CMHC initially developed the core need concept in the 1980's it was for the purpose of allocating federal funding across the country on the basis of need (vs. simply per capita). We can similarly examine how need is spread across the GSF area, and potentially use it as an allocation mechanism.

Reflecting the population distribution, most need is in the City (63%), and is found mainly among renters. The north has the smaller number while the western and eastern communities each have about 15% of need. And in these three rural areas need is mainly among owners.

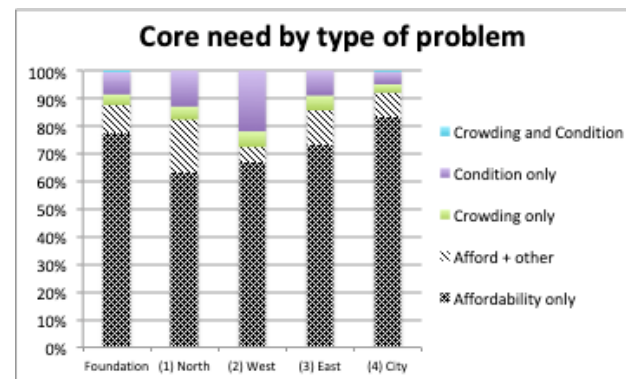


### ***Nature of Need***

As noted, the core need methodology distinguishes type of need, incorporating the three housing standards: affordability, adequacy (condition) and suitability (crowding).

The vast majority of problems relate to affordability, either alone, or in combination. That said, in the three rural areas, there is a higher incidence of homes in poor condition. This suggests that some form of home rehabilitation program, possibly including some retrofit to support senior independence be explored as a low-cost option to enable seniors to remain in their own home.

In the city, the most prominent problem is affordability (and as noted earlier this impacts' mainly renters).



Here a potential remedy is some form of housing allowance or rent supplement to help improve the household's financial capacity to cover their rent. It is not necessary to build a new affordable home for all households in need, especially if the need is exclusively related to affordability only – the households already lives in a suitable home in reasonable repair.

In fact, supply based solutions are often better directed to special needs populations, where the target clients require delivery of ancillary support services. A congregate housing model can help to facilitate economies of scale in such service delivery. E.g. home care and personal supports can be more efficiently delivered to a Lodge versus to a dispersed group of senior homeowners. And similarly, for those experiencing chronic homelessness (in excess of 180 days in the emergency system, or recurrent periods of 3 months or more) congregate purpose-built housing may also be an effective way to deliver Housing First responses.<sup>6</sup>

### ***Who is in need?***

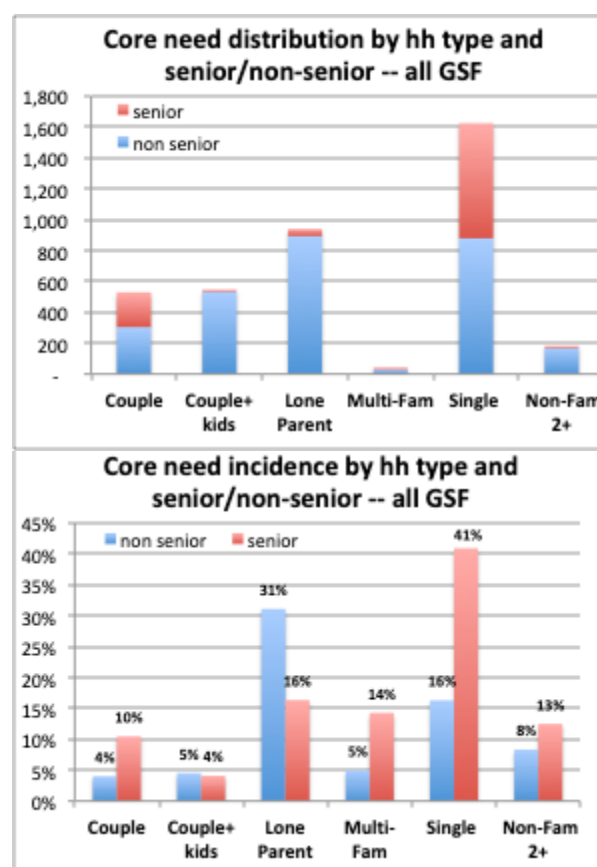
These issues are experienced differently among different household types. Because the main issue is one of affordability, it is not surprising that it tends to impact households with only one income more than that for two-income households.

So single persons and lone-parents (most female led) are most impacted.

This is seen both in the absolute count of households in need (upper chart) as well as the incidence of need (lower chart, which measures the frequency of need within each category (e.g. for non-senior lone parents 31% of this group are in need).

These charts reveal that while seniors do have a significant level of need, this is not the largest group in need – non elderly singles and lone parents both account for 23% each, compared to 19% among senior singles).

Actually, seniors account for only 27% of need in the region; non-seniors have a much higher count and represent 77% of all core need (in 2016).



<sup>6</sup> Addressing homelessness is not part of the GSF mandate, but is another important part of a need assessment, especially with the current focus on Housing First approaches – housing plus appropriate wrap around supports, calibrated to the acuity levels of target homeless population.

However, on the basis of the incidence of need (lower chart on previous page) the incidence of need is higher in certain populations:

- 41% of senior singles are in need, compared to 18% among non-senior singles;
- 31% of non-senior lone parents are in core need

Across all household types, the incidence of need for seniors is 23% versus 9% for non-senior (mainly due to the large count of non-seniors that are not in core need).

Note that incidence rates should be read in conjunction with the absolute count, because some groups have a very small total count (for example senior lone-parents appear to have a high incidence of need, at 16%, but there are very few (less than 45) such households.

As suggested above, it is not necessary, nor appropriate to construct new housing (supply response) to address all households in need. A variety of responses are possible, including rehabilitation, housing allowance (more often directed to renters, but also possible to alleviate high shelter cost burdens for owners) as well as building purpose built rental or special needs housing (with partnerships to deliver appropriate services, depending on the target client group).

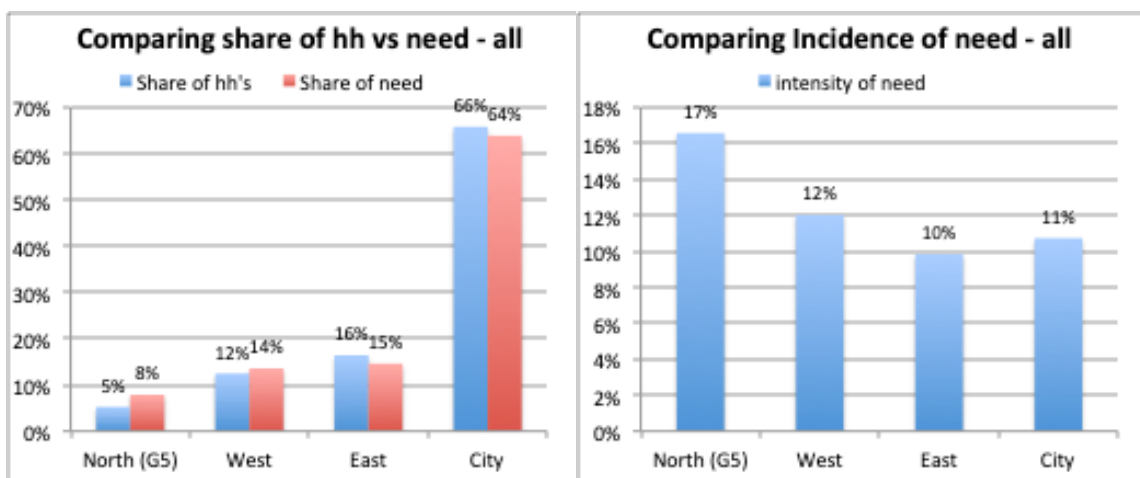
#### ***Distinguishing need from demand***

It is also important to distinguish demand from need – for various reasons not all households in core need seek out assistance. Indeed, while almost 3,900 households are estimated to be in core housing need, the GSF waiting list for housing is only one tenth of this number (around 400).

In particular those in the rural areas that wish to stay in that community may not be interested in facilities being built in the City. And some seniors may prefer to age in their own home, rather than moving (in part because having retired the mortgage, they see this as the lowest cost option compared, for example, to renting).

#### ***Allocation of need***

Quantifying both the nature and type of need, and who it impacts can however be useful in designing an array of remedies as well as being a way to allocate limited budgets across different client types and geographic areas.



Looking across the region we can examine the distribution of all households compared to the distribution of core need. This can show areas that have a disproportionate level of need (share of all households vs. share of households in need).

As shown in the left-hand chart, in the City and the Eastern communities the share of need is slightly less than the share of core need; however, in the North and West, the share of need exceeds the share of households – so need is over represented.

The incidence of need adds another dimension to this assessment (right chart). It determines, for each of the 4 groups, what proportion of all households' experience core housing need. Here we see the highest incidence of need, in 2016, was in the North (at 17% of all households in need, vs. overall region incidence of 11%), which also had the greatest mismatch between share of households and share of need.

If the 4 areas are ranked on these two measures (disproportionate share of need and incidence of need), the North ranks highest of the four areas. This validates the decision to allocate funding to build a new seniors project in that part of the region. Using the same ranking, the West ranks 2<sup>nd</sup> both on mismatch and in incidence, and as such is arguably the next highest priority area.

Such a prioritization ranking approach does, however, overlook the absolute level of need, which is much higher in the City (where 64% of all core need exists, and mostly affects renters, who have fewer assets and ability to address their need without assistance).

So it remains necessary to consider this distribution in the allocation of resources to address need, but again emphasizing this should include a mix of responses and some, such as rehabilitating assistance and housing allowance, may involve a lower cost per household assisted.

Another consideration is that if there were a total budget allocated to the GSF region by the province and this is then allocated to each community or group of communities, the level of dispersed funds may be insufficient to build a project in any one area, so some consolidation or prioritization over a few years would likely be required.

Smaller increments of funding for rehabilitation or housing allowances are however more meaningful at smaller geographies.

### Current resources

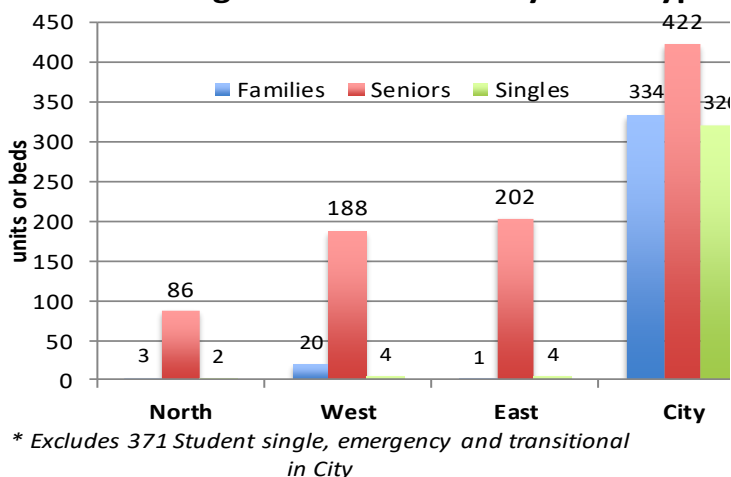
Historically the GSF had a mandate to deliver seniors housing, initially via Lodges, and subsequently through social housing. While this has evolved to encompass families, and more recently non-elderly singles, the existing stock of assisted housing is heavily skewed in favour of seniors, as shown in the top chart.<sup>7</sup>

Outside of the city, the existing stock is exclusively seniors<sup>8</sup>. In the city there is a diverse mix, including 386 rent supplement units, which is the main source of assistance to singles and families.

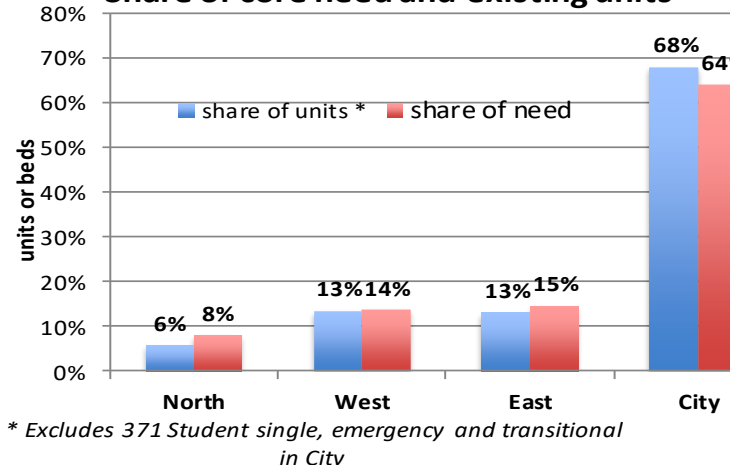
Some rebalancing in this assisted stock may be required by adding non senior development. This is especially true for singles in core need, many of which are between 45-64. This suggests responses targeting *singles*, regardless of age, rather than more narrowly targeting *seniors* (except where higher levels of continuing care are required). And, parents should be prioritized (although as suggested above, this can be accommodated using rent supplements or housing allowances).

As with the comparison of household share vs. need (lower chart), here the share of units appears to over-serve the City and there is a shortfall in East and North communities.

**Existing social-affordable by client type**



**Share of core need and existing units**



<sup>7</sup> These charts capture all permanent housing (lodges, social and include 386 rent supplements, mainly in the City) The counts here exclude emergency shelter beds and transitional housing for persons seeking to exit homelessness, and also exclude 371 student units, as these are not generally available other than to students.

<sup>8</sup> The recently approved 92-unit facility in Spirit River is included in the North region. The lodge units are a replacement for the Pleasant View Lodge and supportive living units are not included in the non-market housing portfolio.



That said, there is a shortage across all areas, as revealed later in discussing the persisting backlog of need.<sup>9</sup>

The next sections highlight some key variations across each of the three rural areas and the City of Grande Prairie, drawing on charts and information presented for each of these four areas as part of the engagement process.

### Detailed Core Need Data - Grande Spirit Foundation

Core Housing Need (2016) by Tenure and Age of Household Maintainer						
	19-29	30-44	45-64	65-79	80+	Total
<b>Owners and renters</b>	560	1160	1085	735	315	3860
<b>Owner</b>	85	465	590	395	170	1705
<b>Renter</b>	475	700	500	335	155	2145

Core Housing Need (2016) by Age and Household Type						
<b>Couple no children</b>	40	55	210	165	70	540
<b>Couple+children</b>	120	300	130	0	0	550
<b>Lone-parent</b>	185	520	175	30	0	910
<b>Multiple-family</b>	0	20	10	10	0	40
<b>One-person</b>	145	235	505	505	245	1635
<b>Two + non-family</b>	60	50	60	20	10	200
<b>Total</b>	550	1180	1090	730	325	3875

<sup>9</sup> This distribution reveals a small existing stock and underserved northern community. It is noted that funding has been awarded to Spirit River and will create 92 new beds – replacing 42 older lodge units and adding a further 50 care beds.



## 4.2 North Communities

This grouping encompasses the communities of Saddle Hills County, Birch Hills County, Town of Spirit River, MD of Spirit River and the Village of Rycroft (sometimes identified as the “G5”). The area accounts for 6% of the area population and 6% of all households.

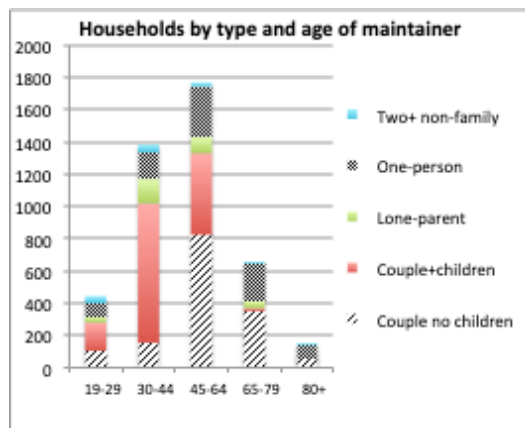
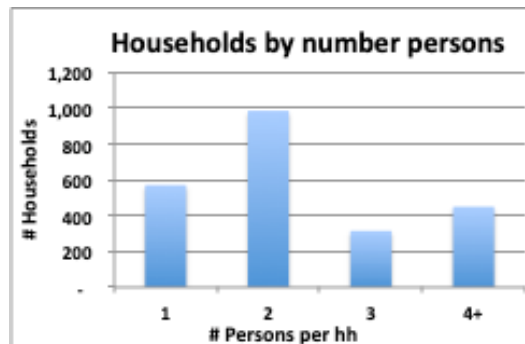
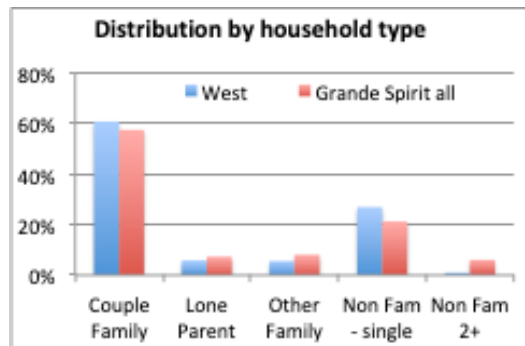
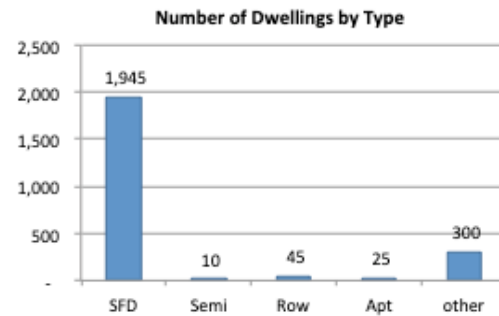
The vast majority of homes (83%) are owner-occupied single detached or mobile homes so there are few multi-unit properties, which are more often rented. Most homes are in good repair, although the proportion in need of major repair (10%) is higher than the overall GSF average (6%).

Most households are families, reflecting the predominance of detached homes. However more than half of families are couples with no children (reflected in high number of 2 person HHs, and fewer 3 and 4 person+). Single person households are over-represented (27%), compared to the larger region (21%).

A substantial number of households are middle aged (45-64) empty nesters, and ownership rates are very high, especially among the elderly – possibly reflecting lack of rental options.

Most couples with children are in the 30-64 age group and only a small number are lone parents. In the 30-44 and 45-64 age groups – couples without children and singles dominate.

Despite small number of “traditional families” single-family detached dwellings remain dominant – and also make up most of new construction. (for the county – data unavailable for the smaller communities).



Housing start data is not available for this sub-region, but the starts for the County shown earlier are likely representative – with almost all new construction in the form of detached houses.

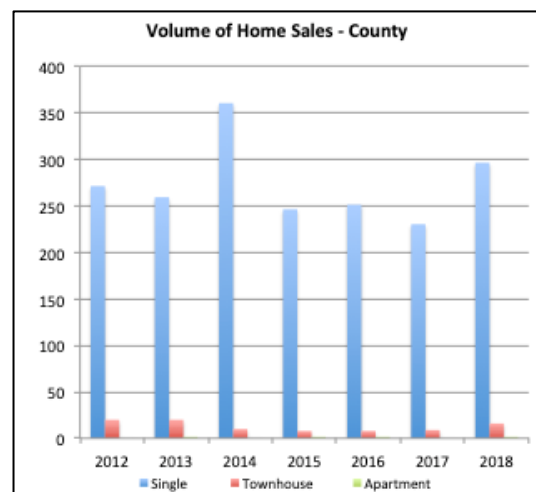
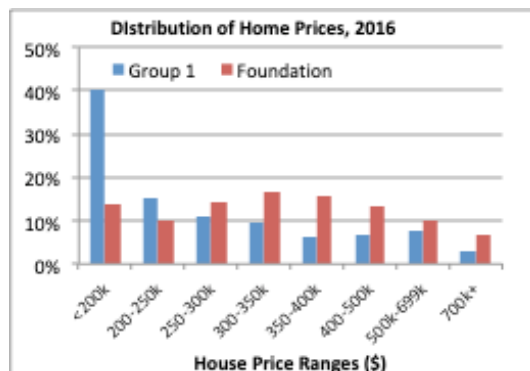
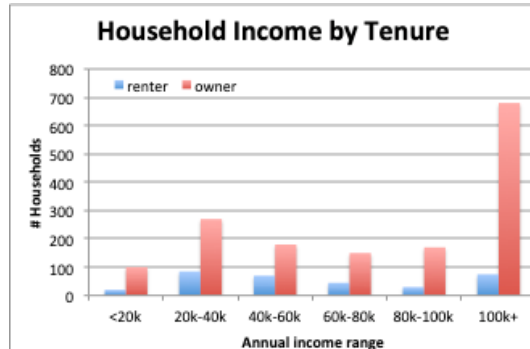
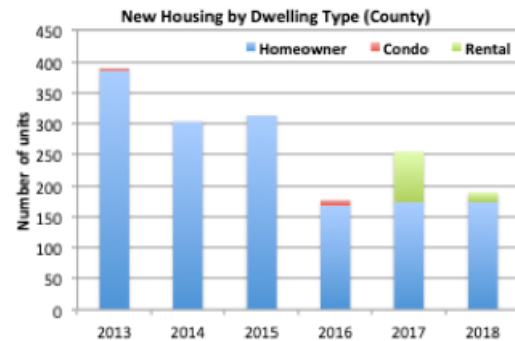
Data for incomes shows that renter incomes are much lower than owners, here the median renters is 68% of owner. This is the closest difference in Foundation - this area has higher percent of low-income households and fewer over 100k.

Reflecting generally lower owner incomes, the number of owners below \$30k is what drives predominant affordability need.

There is a good stock of lower priced homes – although this means limited equity on sale for existing owners. And there are a higher proportion of lower rent units in this area compared to across Foundation area.

And recent home sales data show that there is ongoing demand for existing homes, so the opportunity to sell exists, with average home prices in recent years softening but remaining in the \$350,000-\$400,000 range.

But as noted with few options in their local community this precludes downsizing, if they do not wish to relocate into the city.



### Examining core housing need in the North

Exploring core-housing need, as defined earlier, this group accounts for 8% of need across the GSF. Need is mostly among owners (210), although the incidence of need (14%) is only half that of renters (29%).

Most in need experience and affordability problem – 64% afford only, and another 20% a combination of affordability and poor condition.

Looking at need by type of household and age we see that in the North group households in need are mainly singles (half of all need) and mainly seniors (1/3 of all need). See tables on the following page.

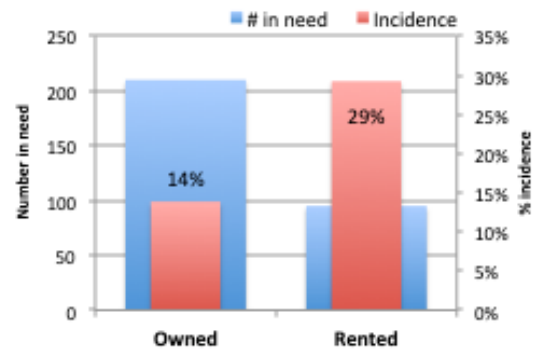
This need assessment for the five northern communities shows that most need is one of affordability and is experienced mainly by seniors. This suggests possible options including sale of homes to augment incomes.

But for those wishing to remain in the same community, there are currently few options. There is a need to construct smaller apartments either as rental or condo, and perhaps some potential for home-sharing approaches (adapt one home for sharing among 3-4 single seniors, who can sell their income).

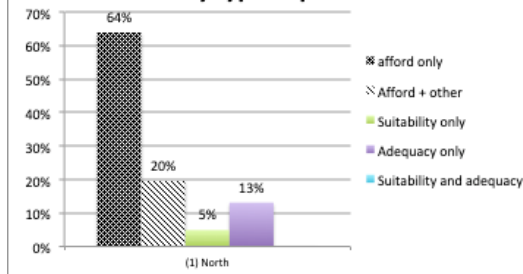
Combining the existing backlog of need with projection of household growth and future need (explained in Section 7 below) reveals that most growth in the Northern communities will be in the elderly ages, over 65. Initially most growth will be in the 65-79, but this shifts after 2026 to greater growth among those over 80.

need for facilities with higher levels of seniors supportive, to enable these seniors to remain in their home community.

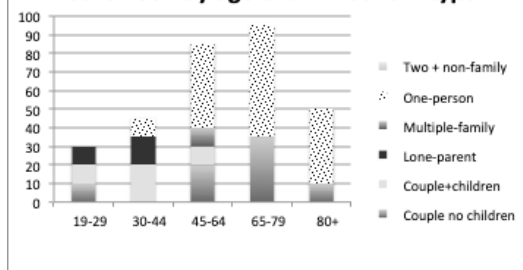
**Core Housing Need by Tenure**



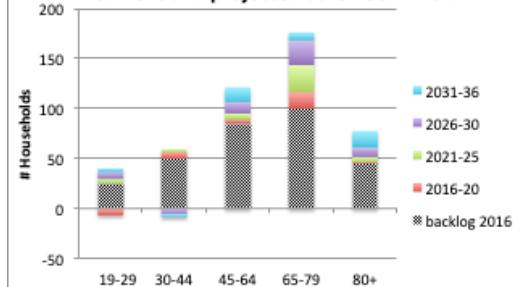
**Core need by type of problem - North**



**Core need by age and household type**



**Current and projected core need - North**



### Detailed Core Need Data - North Communities

Core Housing Need (2016) by Tenure and Age of Household Maintainer						
	19-29	30-44	45-64	65-79	80+	Total
Owners and renters	25	50	85	100	45	305
Owner	10	25	70	75	30	210
Renter	20	25	20	20	15	90
Core Housing Need (2016) by Age and Household Type						
Couple no children	10	0	20	35	10	75
Couple+children	10	20	10	0	0	40
Lone-parent	10	15	0	0	0	25
Multiple-family	0	0	10	0	0	10
One-person	0	10	45	60	40	155
Two + non-family	0	0	0	0	0	0
<b>Total</b>	<b>30</b>	<b>45</b>	<b>85</b>	<b>95</b>	<b>50</b>	<b>305</b>
Current and projected core need, by age of household maintainer						
	19-29	30-44	45-64	65-79	80+	Total
<b>Backlog of need (in 2016)</b>	25	50	85	100	45	<b>305</b>
<b>Projected growth each 5 yr period</b>						
<b>2016-20</b>	-7	6	4	16	1	21
<b>2021-25</b>	5	3	6	27	5	46
<b>2026-30</b>	6	-6	11	25	10	47
<b>2031-36</b>	4	-3	15	8	16	40
<b>Total</b>	<b>8</b>	<b>1</b>	<b>36</b>	<b>76</b>	<b>33</b>	<b>154</b>

### 4.3 West Communities

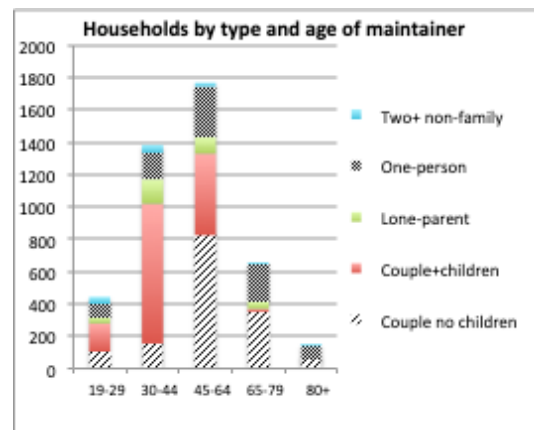
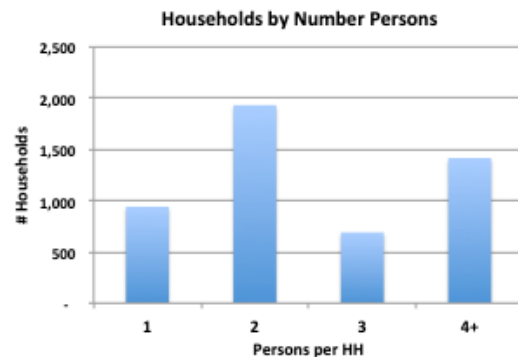
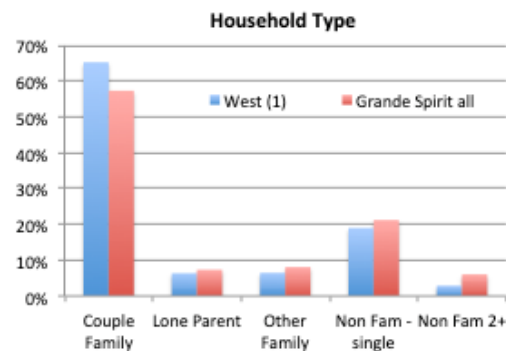
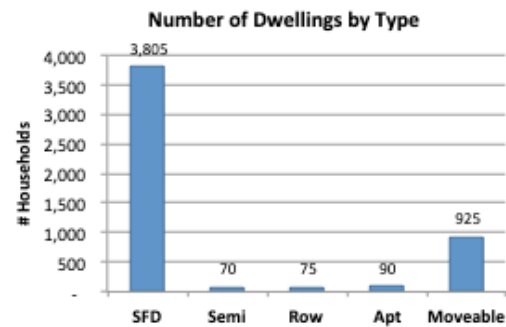
This grouping encompasses the communities Hythe, Beaverlodge, and Wembley together with the west half of the County of Grande Prairie. The area accounts for 13% of the area population and 14% of all households.

Typical of the rural areas, most dwellings are detached single-family homes and a significant number of mobile homes. And most households are owners (85%), much higher than the regional (73%) rate.

While couple families dominate, it is notable that like other rural areas, a large number are childless couples. The high number of two-person households reflects this. And together with single persons, combine to create substantial demand for smaller dwellings – which are few and far between in the existing stock.

Similar to the City, there is a diversity of household types – although there are fewer under 30. With the large number of couples, many are in the 30-64 age group: those under 45 usually with children; those over 45 mainly empty nesters. As noted earlier there are a large number of childless couples, alongside two-parent families with fewer lone-parents than in the City. Singles and non-family households are significant as well.

Against this existing stock of mainly single-family homes, the substantial number of smaller (1-2 persons) households suggest that the industry is not building to meet the demand from empty nesters and seniors that may prefer to remain in the community - there are few options to downsize.



Housing construction data is not available for the smaller communities, but the distribution of starts found in the County, as shown in section 4.2 is likely representative – mainly detached homes.

Typically, renter incomes are much lower than that of owners. Here the median renters' income is \$60,350 and well below owners who have median over 100k). That said, few households have incomes below \$30,000 per year and there are a large number of owners well over \$100,000. Those with lower income will be found in the core need count, discussed below.

With a majority of households owning their home, those deemed to be in core need are typically income poor, but asset rich, and thus have options to draw on their equity.

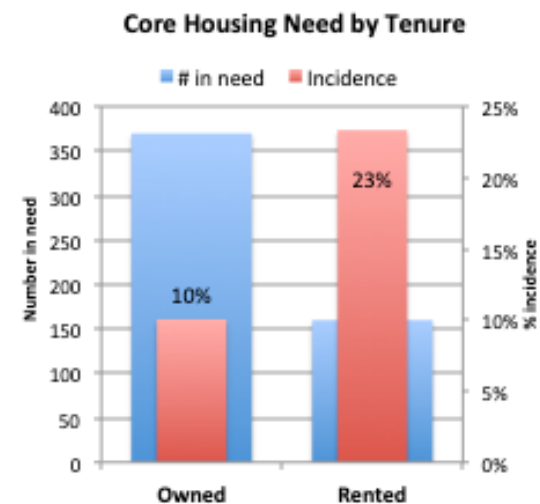
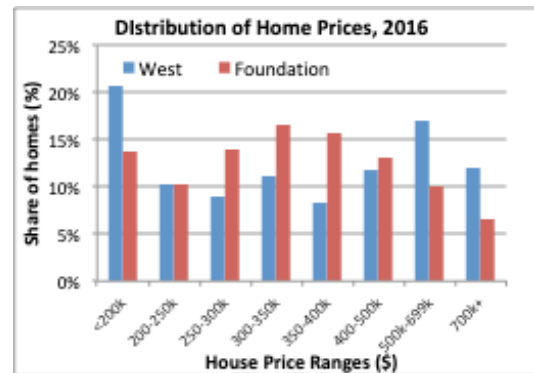
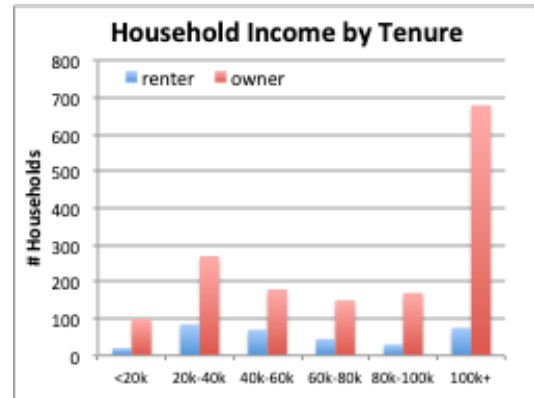
And recent home sales data show that there is ongoing demand for homes, so the opportunity to sell exists, with average home prices in recent years softening but remaining in the \$350,000-\$400,000 range.

But as noted with few options in their local community this precludes downsizing, if they do not wish to relocate into the city.

#### ***Examining core housing need in West***

In total in these western communities there are just over 500 households in core need (370 owners and 160 renters).

While fewer in number, the incidence of need is much higher for renters (23%) almost one in every 4 renters; meanwhile for owners, the incidence of need is only 1 in 10.



These communities have 8% of the total core need across the Foundation area (compared to 14% of total households).

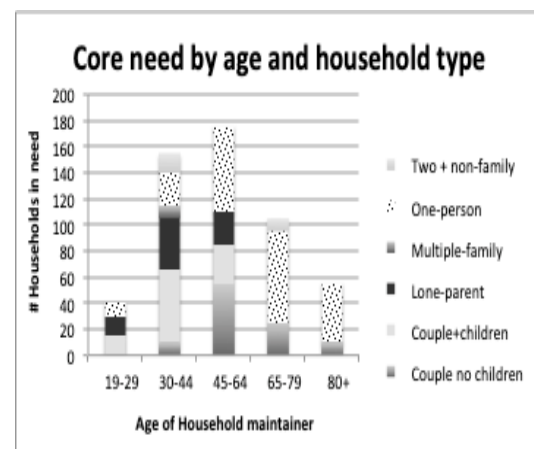
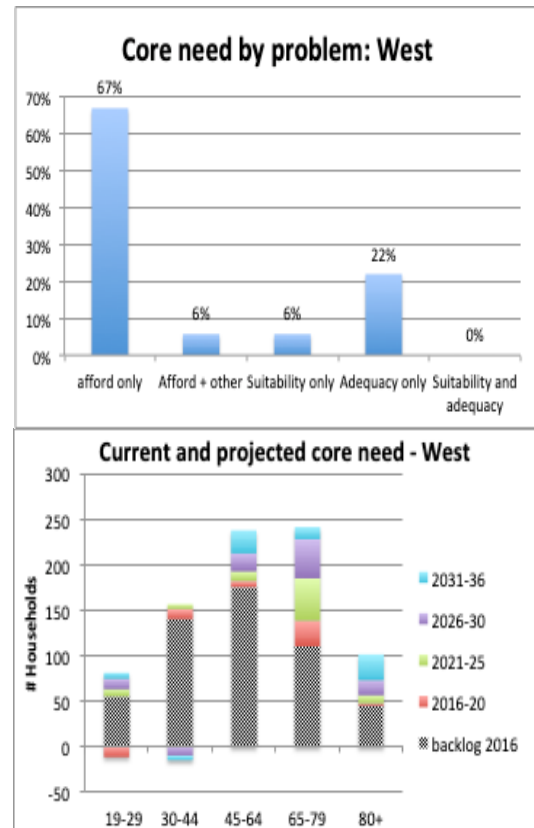
Examining the nature of need reveals the single largest problem is one of affordability: 67% of households pay over 30% while another 22% experience a combination of affordability and poor condition.

Core need is greatest among lone parents and singles (both non-elderly and seniors). As most problems are affordability (few suitability or adequacy), housing allowances are also an effective response for renters. See tables on the following page.

For owners, as noted earlier adequacy problems suggest the need for a rehabilitation program (including accessibility elements).

Combining the existing backlog of need with projection of household growth and future need (explained in Section 7 below) reveals that the backlog is greatest among singles of all ages, so there is a need to create housing options for singles – not specifically for seniors.

Projected growth in these western communities will be in ages 45-64 and seniors over 65. Initially most growth will be in the 65-79, but this shifts after 2026 to greater growth among those over 80. This implies need for facilities with higher levels of continuing care to enable these seniors to remain in their home community.





### Detailed Core Need Data - West Communities

Core Housing Need (2016) by Tenure and Age of Household Maintainer						
	19-29	30-44	45-64	65-79	80+	Total
Owners and renters	55	140	175	110	45	530
Owner	30	105	130	80	20	370
Renter	20	40	45	30	30	160
Core Housing Need (2016) by Age and Household Type						
Couple no children	0	10	55	25	10	100
Couple+children	15	55	30	0	0	100
Lone-parent	15	40	25	0	0	80
Multiple-family	0	10	0	0	0	10
One-person	10	25	65	70	45	215
Two + non-family	0	15	0	10	0	25
<b>Total</b>	<b>40</b>	<b>155</b>	<b>175</b>	<b>105</b>	<b>55</b>	<b>530</b>
Current and Projected Core Need, by Age of Household Maintainer						
	19-29	30-44	45-64	65-79	80+	Total
Backlog of need (in 2016)	55	140	175	110	45	530
Projected growth each 5 yr period						
2016-20	-12	11	7	28	2	37
2021-25	8	5	11	47	9	80
2026-30	11	-10	20	43	16	80
2031-36	7	-5	25	13	28	69



## 4.4 East Communities

This group includes the eastern half of the GP County, MD of Greenview – West and Sexsmith. Together these communities represent 18% of population with 16.4% of households. 87% are owners, compared to 68.4% nationally and regional rate of 73%.

Like the two other rural groups, and reflecting high ownership rate, this area is dominated by single detached homes, although moveable homes are also significant. In contrast there are few multi-unit dwellings and reflecting this, few rentals.

Two-thirds of households are families, although a significant number of these are couples with no children. 41% of these families are childless couples – reflected in large number of 2 person households.

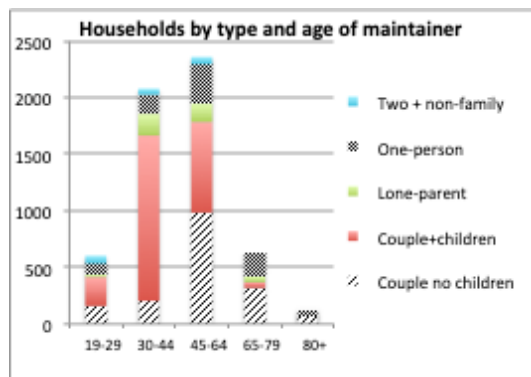
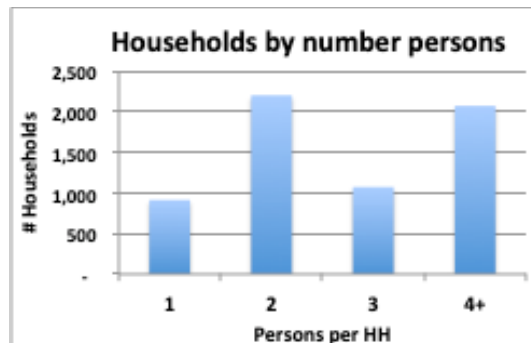
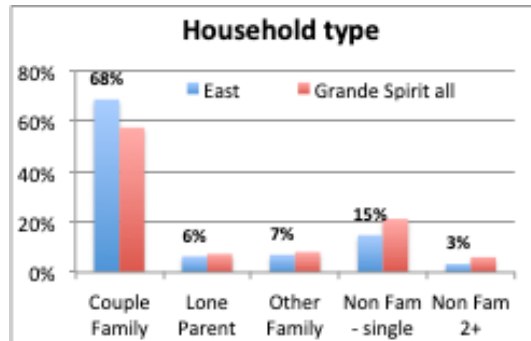
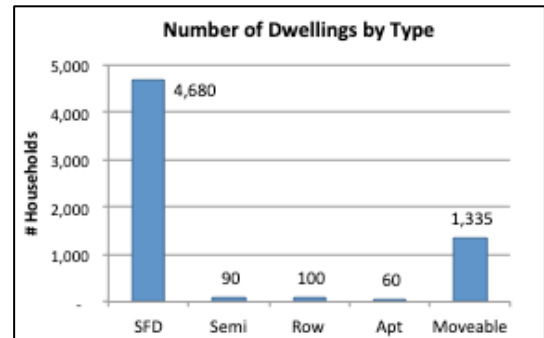
Non-family and single person households make up 18% of all households, well below the overall Foundation average (26%)

This is a fairly young set of communities – and has the highest proportion of families. The largest age group are middle aged (45-64), which will become future seniors.

Compared to other sub-regions, there are a larger proportion of families with children both in the under 45 group, as well as among households with heads aged 45-64.

Also, in comparison to the two other rural groups, there are fewer single person and lone parent families.

To a larger degree than the other areas, new housing construction more closely aligns with demand – and using County



starts as a proxy for all areas in this group (shown graphically in Section 4.2), is primarily single detached homes, with a small number of apartments (81) completed in 2017. Typically, renter incomes are much lower than owners, and here the median renters' income is \$70,850, which is highest among the three ex-urban areas. That said, renter incomes are well below those of owners (median is over \$100k). The number of renters is also the smallest across the three ex-urban areas.

Due to the relative size and dominance of the City, it heavily influences regional income distribution.

Almost 2/3 of households (mainly owners) have income over 100k, compared to 55% for overall Foundation area.

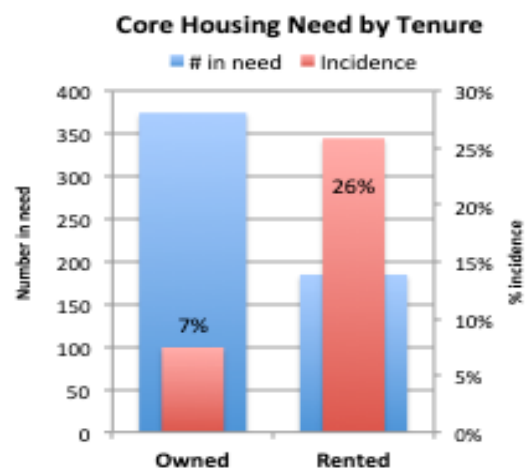
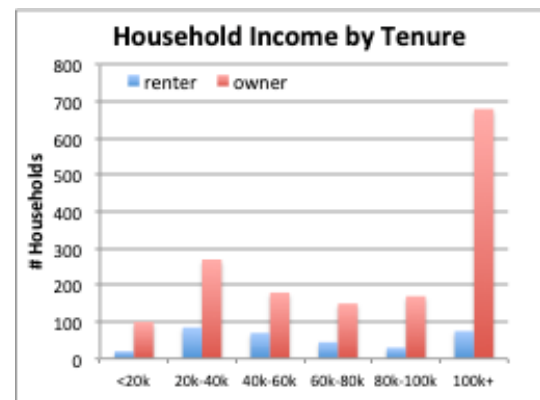
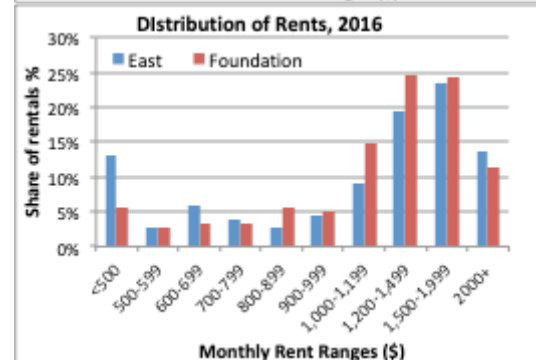
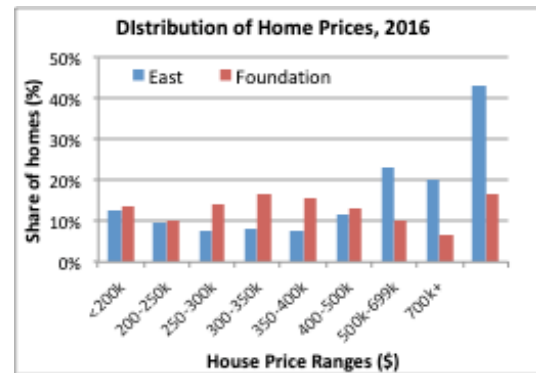
Reflecting the higher income profile of the East area, the home price distribution is skewed toward higher prices. In this area 43% of homes are values over \$500k vs. only 17% across the larger Foundation area.

Noting that the universe of rentals is quite small, the distribution of rents is bipolar – either very low (\$500/month) or over \$1,250. These higher rents are predominantly rented detached homes.

### ***Examining core housing need in the East***

Similar to other ex-urban areas, majority of core need is among owners. In this group 3 (East) there were 375 owners and 175 renters in need (2016). These communities have 15% of the total core need across the Foundation area

But incidence is much higher for renters (vs. owners) 1 in 4 renters (26%) are in need vs. 1 in every 14 owners (7%).



In terms of the nature of housing need, three quarters (73%) of households in core need experience only an affordability problem. A further 12% experience affordability combined with either suitability or poor condition). One in ten (9%) of homes have an adequacy problem (need for major repair).

Drilling further into who (which family type) are in need, we see that core need is greatest among lone parents and singles (both non-elderly and seniors) – although significant number of couple families (30-44) also stand out. See tables on the following page.

As most problems are affordability (few suitability or adequacy) housing allowances are also an effective response for renters

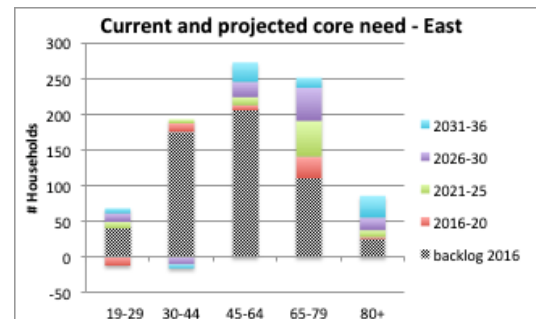
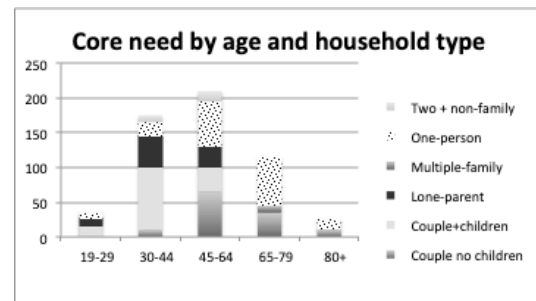
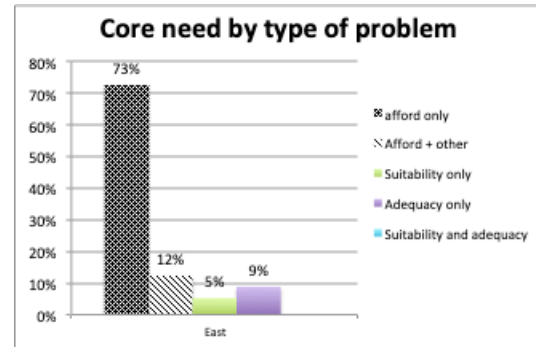
For younger owners, facing affordability – for many the degree of need may be low (pay over 30% but building asset) implying it is a choice.

And for those with adequacy problems, especially seniors, some form of renovation-rehabilitation program might help, especially if combined with retrofit to sustain independent living.

As shown in current and projected need, there is a large backlog of need, and this is spread across all ages, not just seniors. Many of those in need (2016) are non-elderly singles.

Projected growth in the eastern communities will be mainly in ages over 65. Initially most growth will be in the 65-79, but this shifts after 2026 to greater growth among those over 80.

This implies need for facilities with higher levels of continuing care, to enable these seniors to remain in their home community.



<b>Detailed Core Need Data - East Communities</b>						
<b>Core Housing Need (2016) by Tenure and Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
Owners and renters	40	175	205	110	25	565
Owner	10	115	165	80	10	375
Renter	30	60	45	35	20	185
<b>Core Housing Need (2016) by Age and Household Type</b>						
Couple no children	0	10	65	35	10	120
Couple+children	15	90	35	0	0	140
Lone-parent	10	45	30	0	0	85
Multiple-family	0	0	0	10	0	10
One-person	10	20	65	70	15	180
Two + non-family	0	10	15	0	0	25
<b>Total</b>	<b>35</b>	<b>175</b>	<b>210</b>	<b>115</b>	<b>25</b>	<b>560</b>
<b>Current and Projected Core Need, by Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
<b>Backlog of need (in 2016)</b>	40	175	205	110	25	565
<b>Projected growth each 5 yr period</b>						
<b>2016-20</b>	-12	12	7	30	3	40
<b>2021-25</b>	9	6	11	50	10	86
<b>2026-30</b>	12	-11	21	46	18	86
<b>2031-36</b>	7	-6	27	14	31	74
<b>Total</b>	<b>16</b>	<b>1</b>	<b>67</b>	<b>141</b>	<b>60</b>	<b>286</b>

## 4.5 City of Grande Prairie

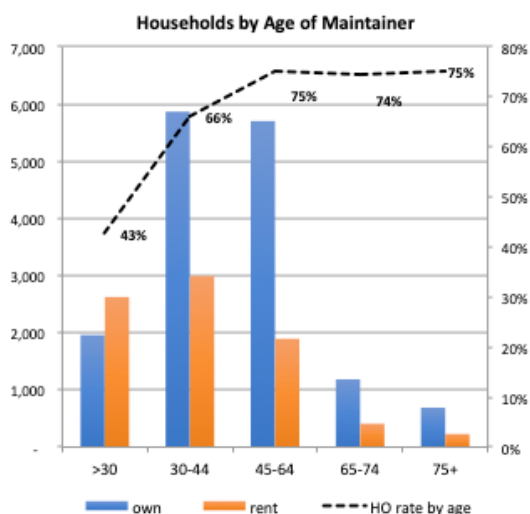
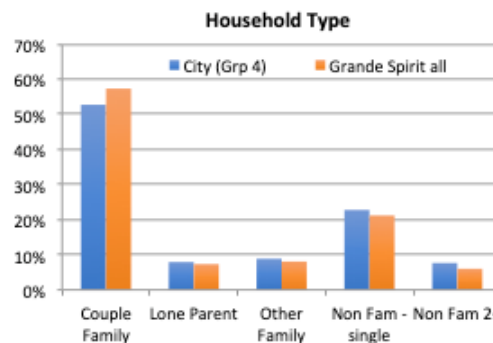
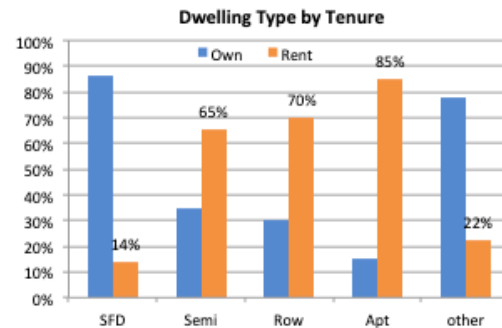
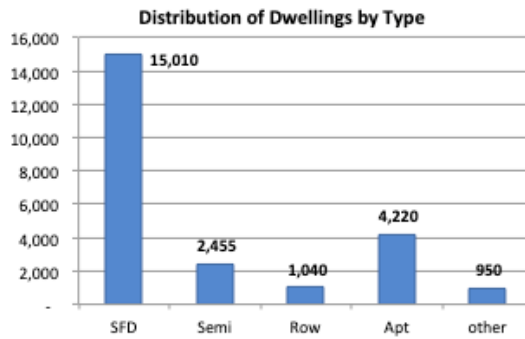
Due the large size of the city, representing two-thirds of the GSF population, it has a large influence on the overall regional profile already discussed in section 4.1.

Compared to the other 3 groups, there is a greater diversity in built form. A majority (63%) of homes are single detached homes (fewer than the 68% in whole region) and multi-unit properties are more prominent. 96% of all apartment units (and 82% of row) across region are in the City, and most multi units are rented (there are few condo units).

Reflecting the predominance of detached homes, most households are families. Half of these families are childless couples – reflected in large number of 2 person households. Non-family and single person households account for a larger proportion than in other areas and the overall GSF proportion.

Most households are middle aged (30-64) and the majority are homeowners.

The homeownership rate among 30-44-year-old's is quite low, compared to national average (58%) and the rest of the region (83%). This implies a more temporary, economically transient population, especially compared to the three rural areas.



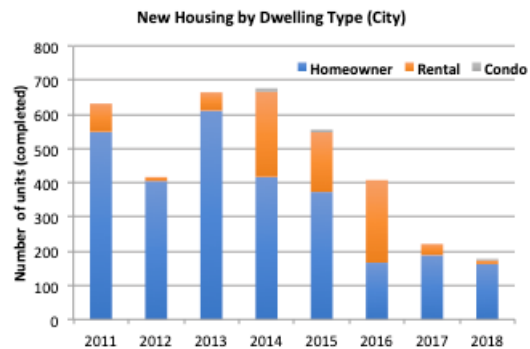
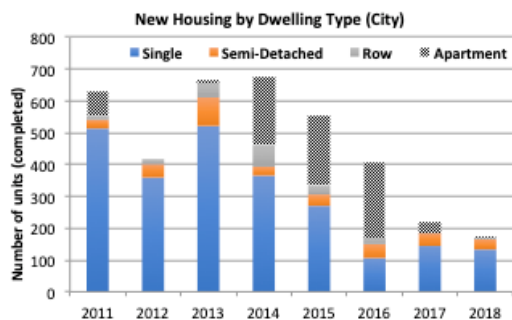
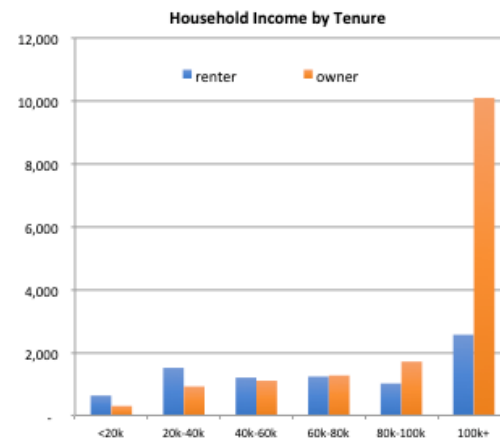
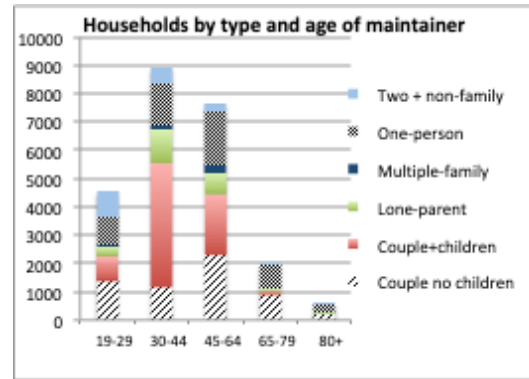
Across all ages – there is a rich diversity of household types – more so than outside the urban boundary. City households are generally younger than the rest of the region.

Singles and non-family households as well as lone parents are significant. Today's older lone parents may become tomorrow's low-income single seniors.

And again, due to the relative size and dominance of the City, it heavily dominates the regional income distribution. There are many more renters with income under \$30k and this drives renter affordability need. Meanwhile, more than half of the households (mainly owners) have income over 100k.

Compared to the other areas, the new homes being constructed include a broader range and more multi unit forms, appropriate for smaller households and renters. Reflecting the economic slowdown, since 2015 new home construction has slowed considerably (charts show completed homes, not starts). And there was a notable shift toward more multi unit apartment development – responding to renter demand, but very few condominiums.

Another feature of a cyclical economy is a high variation in rental vacancy rates. In the last five years these have vacillated from a low of 1.2% (2014) to 22% in 2016. – influenced by variable migration (economic cycles) as well as impact of new construction (rental completions 2014-16). It has since declined to 3.6% (2018).



### Core housing in the City

As noted in the regional overview, housing need in the city is opposite that in the other three areas – mainly renters. In total there are almost 2,500 households in core need (750 owners and 1,700 renters). Two-thirds of renters need and just under half of owner need across GSF is in the city.

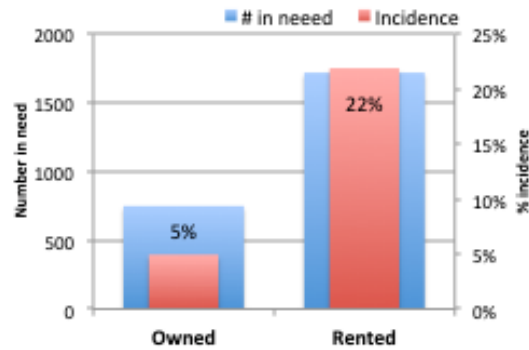
In addition to need being more skewed to renters, the incidence of need is also much higher for renters – one in every five renter households (22%) is in need. This compares to only one in every 20 owners (5%).

As in other areas, the primary issue is affordability and this is even more dominant in the City. 83% of households experience an affordability only problem, while another 9% experience affordability plus either suitability or condition, so a total of 92% face affordability challenges. The percent of households living in homes in need of major repair (4%) or overcrowded (3%) are low.

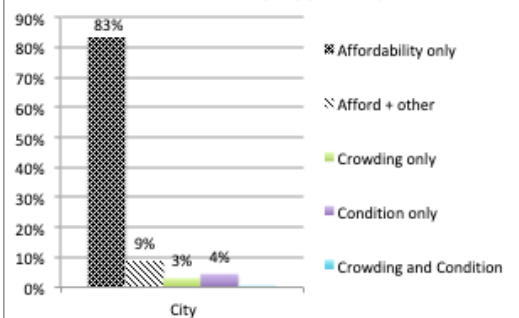
Current core need is greatest among younger households (mainly renters) and most prominent among lone parents and singles (both non-elderly and seniors). As problems are affordability (few suitability or adequacy) housing allowances can be an effective response. See tables on the following page.

Projecting to the future growth in need will be mainly among those over 65, initially in the 65-79 age but gradually shifting more into the over 80 group.

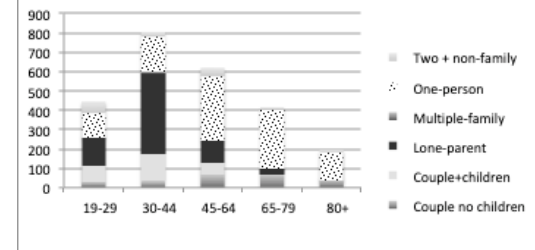
**Core Housing Need by Tenure**



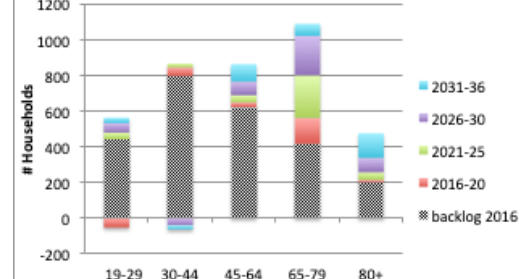
**Core need by type of problem**



**Core need by age and household type**



**Current and projected core need - City**





<b>Detailed Core Need Data - City of Grande Prairie</b>						
<b>Core Housing Need (2016) by Tenure and Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
Owners and renters	440	795	620	415	200	2,460
Owner	35	220	225	160	110	750
Renter	405	575	390	250	90	1,710
<b>Core Housing Need (2016) by Age and Household Type</b>						
Couple no children	30	35	70	70	40	245
Couple+children	80	135	55	0	0	270
Lone-parent	150	420	120	30	0	720
Multiple-family	0	10	0	0	0	10
One-person	125	180	330	305	145	1,085
Two + non-family	60	25	45	10	10	150
<b>Total</b>	<b>445</b>	<b>805</b>	<b>620</b>	<b>415</b>	<b>195</b>	<b>2,480</b>
<b>Current and Projected Core Need, by Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
<b>Backlog of need (in 2016)</b>	440	795	620	415	200	2,460
<b>Projected growth each 5 yr period</b>						
<b>2016-20</b>	-54	47	26	145	12	176
<b>2021-25</b>	38	23	41	239	43	384
<b>2026-30</b>	52	-42	76	220	80	386
<b>2031-36</b>	31	-22	98	69	138	314
<b>Total</b>	<b>67</b>	<b>6</b>	<b>241</b>	<b>672</b>	<b>273</b>	<b>1,259</b>



## 4.6 Indigenous Need

Another aspect of need is the disproportionately high incidence of indigenous persons and households both in the homelessness population and in core need.

Reviewing the core need data (which excludes any on-reserve First nations), the data show that Aboriginal households (as self identified in the Census) make up 12% of the households across the region; but account for 16% of core need.

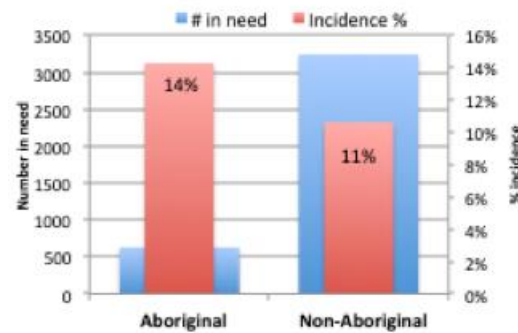
The incidence of core need among Aboriginal households is also disproportionate. Even though total households in need count 630, this represents 14% of all Aboriginal households (compared to incidence of 11% in the Non-Aboriginal population).

Three-quarters of Aboriginal core housing need is in the City, where those in need are mainly renters. As is case with non-Aboriginal, in the three rural groups, most Aboriginal need is among owners.

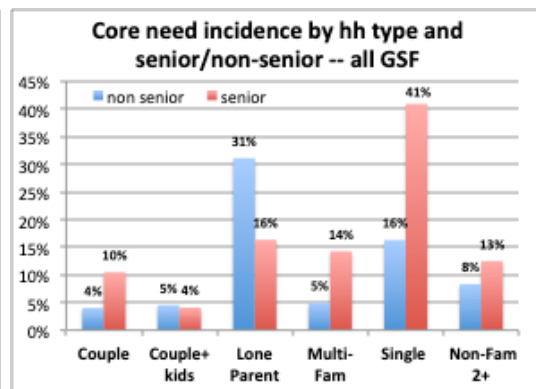
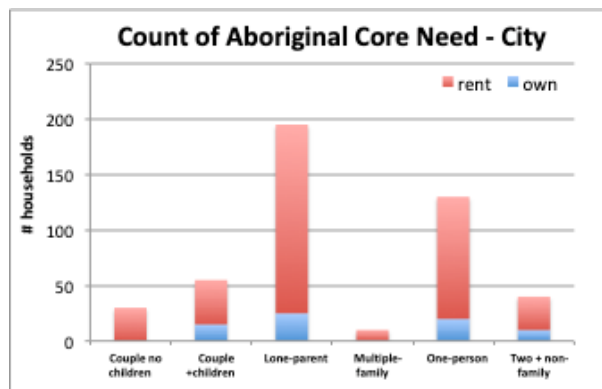
And, also similar to non-Aboriginal urban renters, among the Aboriginal households in need, the household types most impacted are lone parents and singles. These two types make up the largest in number and also experience the highest incidence of need.

A critical challenge in addressing this disproportionate level of indigenous need is the absence of indigenous housing provider in the region.

**Aboriginal Core Housing Need**



**Aboriginal core need  
mainly in City, mainly renters**



## 4.7 Homelessness

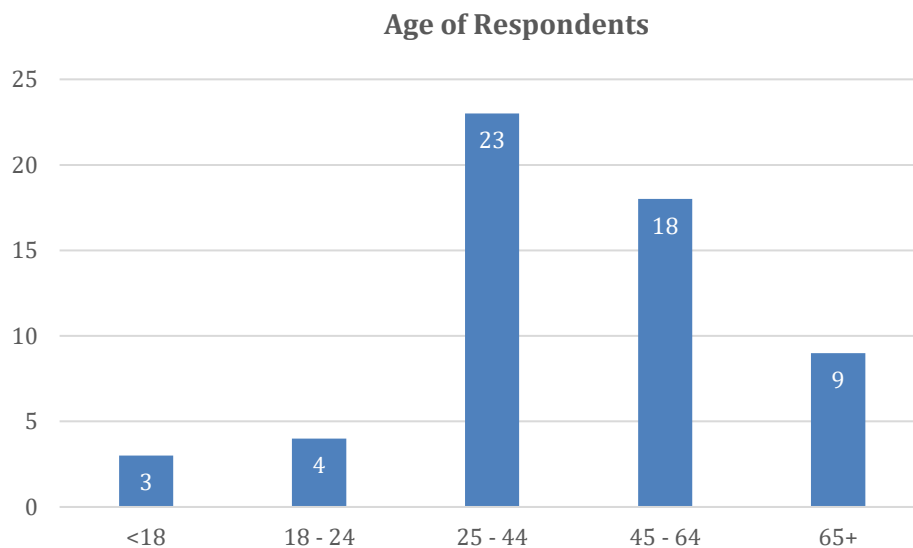
Over the past decade many cities have adopted the practice of a point-in-time count to enumerate homelessness. This complements data collected through shelter admissions. This methodology does not however fit the more elusive nature of rural homelessness. A separate approach is therefore used to assess rural homelessness. This is discussed first, followed by an overview of homelessness in the City.

### Rural communities

In a 2018 pilot the Alberta Rural Development Network, in partnership with the Family and Community Support Services Association of Alberta (FCSSAA) undertook a different approach in order to develop estimates of rural homelessness. This involved a survey of various social service agencies in and around the County of Grande Prairie.

Homelessness in the rural communities is not your typical street-engaged individuals or people that are sleeping rough. It's more people that are at risk of losing their housing due to overdue bills or not being able to have the economic status to be able to pay their rent. In some cases, youth homelessness is represented by a more itinerant lifestyle bouncing between friends or relatives, often labelled "couch surfing"

For this reason, rather than conducting a point in time count, an ongoing survey methodology, extending over a full month was used in 2018 as a way to enumerate this more elusive form of homelessness in the rural areas. From a total of 71 survey respondents, 57 people reported that they felt that they could easily lose their housing or that they were uncertain whether their housing situation was stable. Most (72%) were between the ages of 25 and 64.



- The majority of respondents who identified as housing-unstable were born in Canada (93%), identified as Caucasian (56%), and had resided in the County of Grande Prairie area for more than a year (56%);
- 32% of respondents who were housing-unstable (n=56) were employed;<sup>10</sup>
- The most common support services needed by all survey respondents (both stably and unstably housed) were “Basic Needs (such as food, shelter, medical, shower, laundry services)”, “Support Services (accessing government programs, accessing technology)”, and “Financial Support.”

The only housing assistance available for this population is a fund provided by the United Way that can be used to help families facing eviction due to rental arrears. They can also help with damage deposits to help someone access housing. The downside is the fund is only \$20,000 annually so it has to be spent very carefully to stretch it as far as possible.

In situations where an individual is homeless, the only housing options are emergency shelter spaces and transitional housing units, all of which are located in Grande Prairie, which results in migration into the City and its shelter system.

## **Grand Prairie**

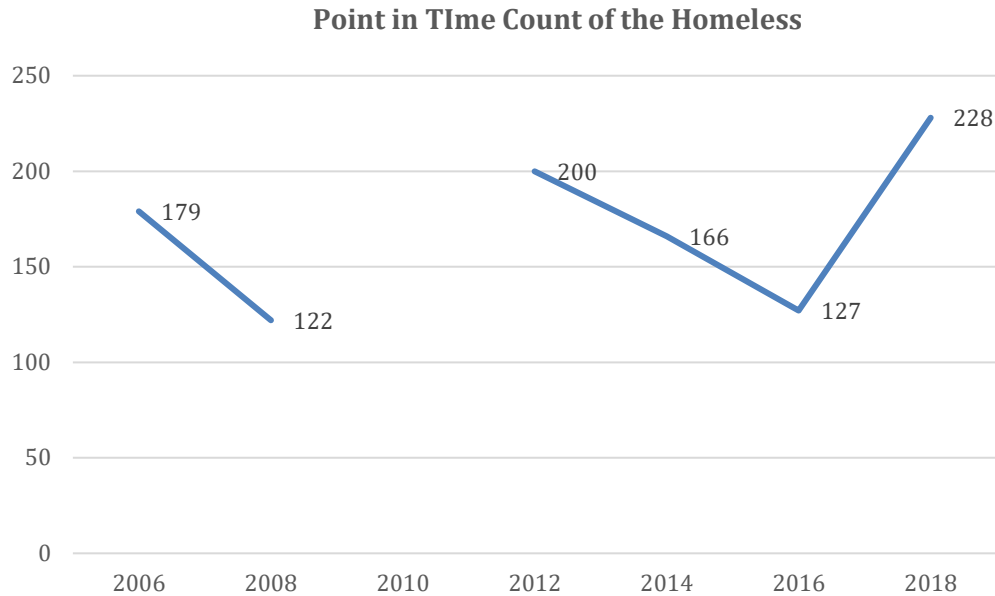
The City of Grande Prairie has been actively involved in addressing homelessness through a number of initiatives over the past 10 years. The City adopted an Affordable Housing Master Plan in 2011 to help guide key decisions to increase affordable housing in Grande Prairie. The City also developed and implemented a Multi-Year (2011) and Five-Year Plan to End Homelessness (2015-2019). The result has been the creation of several programs and initiatives to help address individual and family homelessness.

The City of Grande Prairie supports local Housing First and prevention programs with funding from Alberta Community and Social Services and the Government of Canada’s Homelessness Partnering Strategy. Between 2009 and 2018, 1,255 people have gained stable housing in Grande Prairie through Housing First programs.

A key part of the homeless serving system used to monitor progress in addressing homelessness is the Point in Time Count of the homeless.

While the impact of these various initiatives can be seen in some of the downward trends in the overall counts, the results from the 2018 count recorded the highest number of homeless since the counts started in 2006 (see graph and numbers below). This represents an increase of 101 people or 80% from just 2 years ago in 2016.

<sup>10</sup> County of Grande Prairie Community Report May 2019 (ARDN)



While the reasons for the increasing numbers of homeless are varied, the trend is similar to other urban centers in Alberta, although Grande Prairie and Lethbridge experienced the largest increases.

One of the leading factors has been the lack of new affordable housing development over the past 4 or 5 years, and this is especially true for Grande Prairie. The City's Five-Year Plan to End Homelessness (2015-2019) called for the creation of 550 affordable housing units, including 75 permanent supportive housing units.

However, only 275 new affordable housing units were created, or about 50% of the planned development. No permanent supportive housing units were created. The result is a shortfall in the supply of affordable housing units in Grande Prairie, the results of which are felt most acutely by lowest income households, including the homeless.

### **Demographics**

Some of the key demographics from the City 2018 homeless count are:

- 63% were male and 37% were female
- Adults age 25 - 44 comprised 48% and youth comprised 22% of the population
- 44% identified as Aboriginal compared to 10% of the population
- 9 families were staying at an emergency shelter for women and 11 couples without children were being sponsored at hotels/motels.

While continuation of the Housing First with the goal of providing more affordable housing units will continue, it has become obvious that, in addition to the housing, intensive case management with around the clock supervision is one of the solutions.

And that is why the creation of a permanent supportive housing for those with chronic mental health and addictions continues to be a top priority in Grande Prairie.

The disproportionately high presence of aboriginal people in the homeless population requires housing that is culturally sensitive and supportive of the community – ideally delivered by or in partnership with Indigenous service agencies.

## 4.8 Special Needs Housing

There is limited information on the number of people with special needs who require supportive and affordable housing. Accordingly, provincial disability caseload data is used to illustrate the size of the issue and then the same ratio is applied to the GSF region, which represented 2.5% of the population of Alberta (101,782/4,067,000) in 2016.

Two key sources of caseload data are used to estimate the need for supported subsidized housing: Persons with Developmental Disabilities and Assured Income for the Severely Disabled.

### Persons with Developmental Disabilities (PDD)

- There are currently 3,497 overnight residences across Alberta for people with developmental disabilities (2016) and 209 are located in the northwest. Based on the population share (2.5%), the GSF region should have 87 of them.
- Caseload data on PDD shows that the caseload has grown by over 3% on average since 2012. About one-third of the caseload, on average, live in an overnight staffed residence.
- This translates in a need for 111 new overnight staffed residence every year in Alberta. However, the number of overnight staffed residence has only grown by 1.6% province-wide or 52 new overnight staffed residences annually, less than half of what may have been required.
- The Northwest Region has been growing at about 13 units annually between 2011/12 and 2015/16 or 8.5% annually. Comparatively, the number of overnight staffed residence in the Northwest has grown faster than any other region in Alberta.
- The need for number of new overnight staffed residences in the Northwest will continue to grow by about 3 units annually.

### Caseload for Persons with Developmental Disabilities, 2011-2016.

	2011/2012	2015/2016	Average Annual Growth
Alberta Caseload	9,688	11,020	333
% Change			3.4%
Overnight Staffed Residences	3,292	3,497	52
Northwest	156	209	13
Northeast	212	19	-48
Edmonton	1,299	1,473	44
Central	686	716	8
Calgary	374	455	20
South	338	390	13
North Central	227	235	2

Source: Alberta Community and Social Services

### Assured Income for the Severely Disabled (AISH)

- The AISH caseload was 54,634 in 2016 and has been growing by 5% per year for the past five years. This translates into approximately 2,503 new people entering the AISH program in 2016.
- Many AISH clients do not require immediate housing assistance. For example, some live at home with their parents, and others are already housed. Previous experience suggests that 5- 10% of AISH clients will require long-term supportive subsidized housing.
- Using the caseload volume and housing needs as a benchmark, GSF region should have about 1,366 individuals who receive AISH and between 68 - 132 of them who require supportive/affordable housing units to address their needs.
- The table below shows the AISH caseload and growth by region over the past year across its five administrative regions. This translates into a need and demand for between 3 - 6 permanent supportive housing spaces annually ( $2,503 \times 0.025 \times 0.05$ ) in the GSF region.

### AISH Caseload by Region, 2015-2016

	Aug 2015	Aug 2016	Change	
			#	%
North	6,116	6,474	358	5.9%
Edmonton	18,369	19,044	675	3.7%
Central	7,582	7,897	315	4.2%
Calgary	14,329	15,127	789	5.6%
South	5,735	6,092	357	6.2%
Total	52,131	54,634	2,503	4.8%

Source: Alberta Community and Social Services

**General Comments:**

- It appears that the northwest has experienced above average growth in the number of new overnight staffed residence for PDD individuals.
- It is unclear whether the same can be said about AISH recipients. There is likely a shortage of overnight staff residents for AISH recipients and due their pension amount, they cannot afford market rental housing. Many cannot live independently without ongoing supports and services which adds to their cost of living.
- Low income households with special needs should be included in the core housing needs data (e.g. Canada Census)
- The number of households with special needs will continue to increase by 6 - 9 annually in the foreseeable future.

## 5 Community and Stakeholder Engagement Highlights

We engaged with the Grande Spirit Foundation region in two ways: informing community members and the public about the housing needs assessment, and; consulting directly with housing stakeholders through face to face meetings.

### Informing

- Town Hall meetings were held in each of the four geographic areas. Posters were distributed via social media, municipal websites and email advertising the time, date and location of the public events
- A PowerPoint presentation was delivered to explain the project, show key findings from the data analysis and set the context for discussion. A variety of housing and other related issues were raised and discussed by the participants. Attendance ranged from about 10 to over 50 individuals.

### Consulting

- Key housing stakeholders were identified and invited to five different face to face meetings – one in each of the four geographic areas and one with the Indigenous community. This included local staff and elected officials, representatives from Family and Community Services, and some housing/care providers. A presentation was also made to the Inter-Municipal Group of elected and senior officials. And a separate session was held with Indigenous service organizations.
- Similarly, a PowerPoint presentation was delivered to explain the project, show key findings from the data analysis and set the context for discussion. Attendance ranged from about 8 to 25 individuals.

The engagement sessions will also inform overall strategic priorities and immediate housing needs for the Grande Spirit Foundation and support the development of its future strategic plans and business cases. The sessions with the aboriginal communities were also intended as the beginning of an on-going dialogue to work together to address the housing issues for all in the region.

Following is the schedule of community and housing stakeholder meetings held in mid October in the Grande Spirit Foundation communities.

### 5.1 Key Issues and Priorities Identified

The key issues and priorities raised at the engagement sessions are summarized below;

- Lack of housing options in the region – mainly in rural communities



- Seniors want options that allow them to remain in their home communities (rural)
- Limited rental housing stock impacts low income households
- Need multi-level supportive living facility
- Need more FCSS supports in rural areas
- Need more affordable housing and day care for single parents
- Need more family housing
- AHS hospital discharging policy downloading health care costs onto lodges
- Older lodges need upgrading or replacing
- Opportunities to partner with Industry to provide housing for higher income rural seniors
- Need permanent supportive housing (PSH) in Grande Prairie
- Municipal taxation issue for non-market housing
- Lack of accessible housing
- Need more emergency and transitional housing for the homeless
- Need more fully adapted suites
- Need renovation program
- Need supportive housing for people with special needs

#### Issues Identify by and about the Indigenous community in Grande Prairie

- Challenges Accessing Housing due to discrimination
- Parkside Inn Tenants eviction hurting the Indigenous community
- Student Housing (GPRC) only temporary
- Need another Elders Caring Shelter in Grande Prairie
- Need rooming house and transitional housing in Grande Prairie
- Coordination and cooperation between housing agencies and Indigenous organizations is required

An explanation and discussion of each issue is contained in Appendix 1 of the report.

## 6 Summary, Implications and Conclusions

### 6.1 Summary of outstanding need (2016)

As a way to quantify need, the following table presents total core housing counts, for each of the four groups and by tenure. This excludes homelessness and special needs.

<b>Summary of core housing need across the Grande Prairie region (2016)</b>					
	North (G5)	West	East	City	Totals
<b>Owners</b>	210	370	375	750	1,705
<b>Renters</b>	95	160	185	1,720	2,165
<b>Total</b>	<b>305</b>	<b>530</b>	<b>560</b>	<b>2,470</b>	<b>3,870</b>

As suggested earlier it is important to note that not all those identified here as in core housing need will in fact seek assistance.

And equally important, not all those in need require the construction of new affordable housing, especially the large majority facing only an affordability problem. Complementary options, including rehabilitation (rural owners); housing allowances (mainly for renters) as well as potential market supply initiatives can be effective in addressing this backlog.

In addition, the National Housing Strategy (2017) sets out a goal of reducing the severity of need for 50% of those in need in 2011 (nationally 530,000 households). Given that most of the funding resources over the next decade will come via either unilateral federal or cost shared federal-provincial programs funded under the NHS, it may be appropriate to establish a parallel goal across the region (this implicates a wider set of stakeholders and providers beyond the Grand Spirit Foundation. This would mean assisting an additional 200 households annually for each of the next 10 years, for a total of 2,000 assisted by 2030.

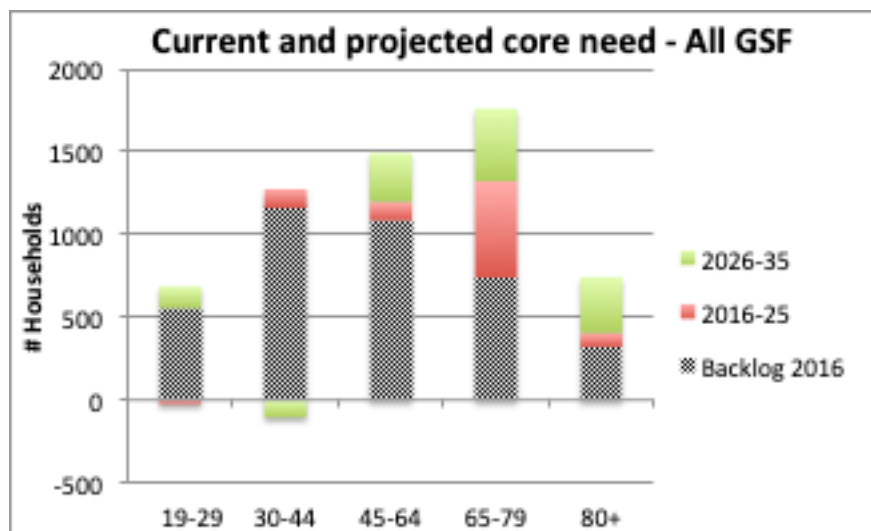
### 6.2 Looking to the future

The needs data presented above is based on the 2016 Census. As discussed in the 4 sub-regional summaries, this quantifies a backlog of unmet need that includes a diverse range of household types, age groups and tenures (mainly owners in the three rural areas; renters in the City). In total some 3,900 households were estimated to be in core housing need in 2016.

Responding to, and reducing, this backlog is an important challenge – and may be assisted with a number of new funding streams under the National Housing Strategy (both Fed-Prov cost shared, delivered by the Province; and unilateral federal programs). In addition, well-designed market interventions, especially in the three rural areas can also help to indirectly remove some households from core need.

But inevitably as the population continues to grow, this will include additional households in need.

An estimate of future growth has been determined by drawing of population projections prepared by the Province for 2016-36.<sup>11</sup> A base projection was used to first generate an estimate of household growth, and from this using the 2016 incidence rates of core need, by age the number of potential new core need households is estimated.



The projection shows that over the current decade (2016-25) the greatest growth will be in households age 65-79; in the subsequent decade (2026-35, growth will be more broadly spread across the three older groupings (45-64, 65-79, and 80 and over). This will increase requirements for seniors housing and as these populations move into the older (80+) group for various levels of assisted living and care.

Similar data by 5-year increments was previously presented for each of the 4 sub-regional groups. See the table on the following for more details.

<sup>11</sup> Alberta Population Projections, 2019-2046 - Alberta, Census Divisions and Economic Regions - Data Tables. The population projection for the slightly larger Census Division 19 was used, and prorated to reflect the 2016 population of the GSF service area. In developing the projections of core need, the "low" projection was used, as this appears more realistic on expected recovery in the local economy and return to inter- and intra-provincial migration, which is the largest determinant of growth.

<b>Detailed Core Need Data - Grande Spirit Foundation</b>						
<b>Core Housing Need (2016) by Tenure and Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
<b>Owners and renters</b>	560	1160	1085	735	315	3860
<b>Owner</b>	85	465	590	395	170	1705
<b>Renter</b>	475	700	500	335	155	2145
<b>Core Housing Need (2016) by Age and Household Type</b>						
<b>Couple no children</b>	40	55	210	165	70	540
<b>Couple+children</b>	120	300	130	0	0	550
<b>Lone-parent</b>	185	520	175	30	0	910
<b>Multiple-family</b>	0	20	10	10	0	40
<b>One-person</b>	145	235	505	505	245	1635
<b>Two + non-family</b>	60	50	60	20	10	200
<b>Total</b>	550	1180	1090	730	325	3875
<b>Current and Projected Core Need, by Age of Household Maintainer</b>						
	<b>19-29</b>	<b>30-44</b>	<b>45-64</b>	<b>65-79</b>	<b>80+</b>	<b>Total</b>
<b>Backlog of need (in 2016)</b>	560	1160	1085	735	315	3860
<b>Projected growth each 5 yr period</b>						
<b>2016-20</b>	-85	76	44	220	18	273
<b>2021-25</b>	60	37	69	362	67	596
<b>2026-30</b>	82	-69	128	334	124	599
<b>2031-36</b>	49	-36	166	104	213	497
<b>Total</b>	105	9	407	1020	423	1965

### Data Collection and Maintenance Strategy

The sub-regional approach and subsequent geo-coding of the sub-regions used in the 2019 Regional Housing Needs Assessment proved to be a useful way to assess housing need and demand across the GSF region.

Now that the GSF geography is geo-coded, the data can be collected from the Canada Census every 5 years and used to update the need assessment. This will enable a consistent data method for comparability and evaluation over time and reporting periods and help inform housing decision making in the Grande Spirit Foundation region. The data specifications are detailed and can be used again to make the custom data request in 2023 for the 2021 Canada Census (there is a lag of about 18 months after the Census (May 2021) before the relevant data sets are made available).

### **Recommendation**

It is recommended that the Grande Spirit Foundation adopt a data collection and maintenance strategy that:

- Supports the sub-regional approach and geographies used in the 2019 Regional Housing Needs Assessment, and;
- Continues using the same data specifications to custom order data for future Canada censuses and build a consistent set of data over time to enable meaningful trend comparisons and analysis.

## 7 Appendices:

## **Appendix 1: Stakeholder and Community Engagement Summary**

We engaged with the Grande Spirit Foundation region in two ways: informing community members and the public about the housing needs assessment, and; consulting directly with housing stakeholders through face to face meetings.

### **Informing**

- Town Hall meetings were held in each of the four geographic areas. Posters were distributed via social media, municipal websites and email advertising the time, date and location of the public events
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The engagement sessions will also inform overall strategic priorities and immediate housing needs for the Grande Spirit Foundation and support the development of its future strategic plans and business cases. The sessions with the aboriginal communities were also intended as the beginning of an on-going dialogue to work together to address the housing issues for all in the region.

Following is the schedule of community and housing stakeholder meetings held in mid October in the Grande Spirit Foundation communities.

## **October 15**

**East Group (3) in Clairmont** - MD of Greenview (NW), Sexsmith, Grande Prairie County East

Municipal Administration, local agencies, private sector

**North Group (1) in Spirit River** - Saddle Hills County, Birch Hills County, Town of Spirit River, MD of Spirit River, Village of Rycroft

Municipal Administration, Local agencies, private sector

**North Group (1) in Spirit River** - Saddle Hills County, Birch Hills County, Town of Spirit River, MD of Spirit River, Village of Rycroft

Town Hall Meeting

## **October 16**

**Indigenous Group Meeting in Grande Prairie**

Agencies and Organizations

**East Group (3) in Clairmont** - MD of Greenview (NW), Sexsmith, Grande Prairie County East

Town Hall Meeting

**Inter-Municipal Meeting in Grande Prairie**

All Municipal Councils and CAOs except the G5

## **October 17**

**City Group (4) in Grande Prairie**

Municipal Administration, local agencies, private sector

**City Group (4) in Grande Prairie**

Town Hall Meeting

**West Group (2) in Beaverlodge** - Wembley, Beaverlodge, Hythe, Grande Prairie County West

Municipal Administration, local agencies, private sector

**West Group (2) in Beaverlodge** - Wembley, Beaverlodge, Hythe, Grande Prairie County West

Town Hall Meeting

## **November 4**

**Alberta Seniors and Housing and Alberta Health** in Edmonton

## **November 13**

**CMHC** in Edmonton



## Key Issues and Priorities

Key issues and priorities raised at the engagement sessions are summarized below;

### ○ **Lack of Housing Options in the Region - Rural**

There is a shortage of housing options, including a shortage of smaller rental units for one and two person households across the region. The issue is most acute in the rural communities - many of the households can afford market rates but there is nothing available. This makes it difficult to attract younger people to these communities because they usually want to rent for a while to get a feel for the community before making the commitment to buy.

In the case of **seniors, most want to stay in or near their home communities**, but have very limited housing options available for them to downsize. Nearly all of them are homeowners and have some equity in their homes but there are no options for downsizing. This suggests there is an opportunity for homebuilders to address the demand for smaller ownership units for seniors.

- Build smaller projects for seniors in rural areas - more economical to provide home care and home support staffing.
- 2-bedroom units for couple seniors
- Need to be creative in smaller communities to ensure long term sustainability
  - mixed-income (market and non-market)
  - mixed tenants (families and seniors)
  - mixed use (commercial)

Another aspect to seniors (and anyone requiring continuing care) remaining in or near their home community is the impact of the single point of entry operated by AHS. Anyone requiring continuing care is put on a “waiting list” and must take the first available unit within 80 km. This policy is particularly hard on seniors when it causes a couple to be separated by not only a building but also a significant distance, making it difficult or impossible to visit each other.

### ○ **Limited Rental Housing Stock Impacts Low Income Households**

There is limited supply of purpose-built traditional rental housing (e.g. apartments, row housing). The main type of rental options are single family homes and mobiles in the rural areas. As a result, many renters are forced to rent a larger home than they may want and pay more for utilities, especially in the winter.

Some families and seniors in the region are low-income and can only afford rent that is a portion of a very limited and often fixed income. The lack of one-bedroom purpose built rental units makes the average rent unaffordable. There was strong support for mixed-income projects to help subsidize the cost for lower income families and seniors. It would also provide much needed traditional one-

bedroom market apartments for higher income households, including seniors who want to transition out of their family home into a smaller unit that meets their needs.

- **Need multi-level supportive living facility**

The number of households 80 years and older will continue to grow over the next 20 years. Grande Spirit Foundation and Alberta Health Services need to collaborate on building more continuing care facilities (independent living to SL4D). Non seniors who require supportive living also require these facilities. A combination of market and non-market units are required.

- **Need more FCSS supports in rural areas**

FCSS provides a variety of supports for individuals and families but is struggling with the increasing caseload. Many residents are not aware of the resources that are available to them. More help is required make the public aware and coordinating resources for those who need them.

- **Need more affordable housing and day care for single parents**

Many families with young children cannot afford housing and daycare combined. More rental housing that is suitable and affordable for families is needed in many rural communities. Quality affordable daycare is required for young mothers who would like or need to work.

- **Family Housing**

There is very little affordable housing for families in Grande Prairie. The City of Grande Prairie was setting up a Housing Corporation to address the gaps in family housing and other areas, but the idea was rejected after private landlords complained that they did not want the City in direct competition with them. The rent supplement program designations are used to help provide accommodation for families and individuals in Grande Prairie.

- **AHS and discharging from hospital**

AHS will discharge seniors they would normally keep in the hospital if they reside in a lodge. The lodge is not staffed or funded to provide health care and this places a burden on the lodge. This further supports the need for higher levels of supportive living (SL4 and 4D).

- **Older lodges need upgrading**

The GSF lodges have been well maintained and upgraded several times over the years. While all are in good condition, the older buildings continue to experience mechanical and infrastructure issues that show their age (many over 50 years old).

- **Opportunities to partner with Industry – private sector interested in higher income seniors**

The lack of suitable housing for higher income/asset rich seniors presents an opportunity for industry to meet the demand.

- **Need Permanent Supportive Housing (PSH) in Grande Prairie**

Grande Prairie desperately needs a PSH facility for those with mental health and addictions issues. The Parkside Inn is filling the void temporarily until a more appropriate facility can be developed.

- **Municipal Taxation Issue**

When the Alberta Government eliminated the grant in lieu of taxes to municipalities on social housing (except for seniors) a few years ago, Housing Management Bodies and municipalities were left with no alternative to recoup lost tax revenue. This policy encourages municipalities to favor seniors housing as opposed to any other form of non-market housing for solely financial reasons. Some municipalities in Alberta are considering reducing the size of their subsidized non-senior housing portfolio due to the high tax loss.

- **Lack of Accessible Housing**

People with physical disabilities cannot access much of the rental housing (or lodge units) in the region as most stock was built before accessibility standards were mandatory. This presents many obstacles for people with physical disabilities, especially those using wheel chairs or walkers which they are left to solve on their own. Many do not have the money or skills to adapt their accommodation.

- **Homelessness**

Most of the homeless initiatives and people in the region are in Grande Prairie. The City is the Community Entity (for the federal homeless strategy, Reaching Home) and is leading the implementation of the Community Plan. This includes building the 42-unit PSH project noted earlier. In the rural areas, FCSS use the United Way Emergency Fund to prevent some families from losing their housing by providing relief for rent and utility arrears, but the fund is limited (\$20,000 annually). They also help find emergency and transitional accommodation in the City for homeless individuals. Indigenous representatives noted there are a lack of facilities (both emergency and transitional affordable) to assist indigenous homeless

- **Need more fully adapted suites**

More fully adapted housing units are required. Any new housing built with government assistance (under National Housing Strategy programs) must construct 20% of the units with barrier free design. All bathrooms in new purpose-built rental housing should be fully adapted.

- **Need renovation program**

Some evidence of housing in need of major repairs. It was suggested and agreed that some of the housing in the rural areas, especially houses and mobiles occupied by seniors, would benefit from a housing rehabilitation program that enabled these asset rich/income poor households to make the repairs to address poor conditions and also to retrofit for seniors independent to extend the time they are able to occupy the unit and remain in their home communities.

- **Supportive Housing for People with Special Needs**

Several stakeholders raised the challenges faced by people with special needs and the absence of appropriate housing and supports for them. There are few options in GSF region for individuals with special needs. Most live on a disability pension (e.g. AISH) and receive about \$1,600/month and can earn another \$400 without claw-backs. They need affordable housing (\$480 - \$600/month) and many require 24/7 supports, ideally in a supportive living or group home setting. Individuals with special needs in the rural areas have to move to the City to access supportive housing, especially for people with permanent mental disabilities.

### **Issues Identify by and about the Indigenous community in Grande Prairie**

- **Challenges Accessing Housing**

Indigenous people face significant challenges accessing any kind of housing – even non-market housing. Part is related to tenancy history (rental arrears, evictions, etc.) and part is discrimination. As a result, the severity and incidence of housing need (and homelessness) experienced by Indigenous people is much higher than what other households experience.

- **Parkside Inn Tenants**

Concerns were expressed about the recent eviction notices handed out to some of the residents of the Parkside Inn due to a bed bug infestation. Most of them have been banned from other housing facilities and have nowhere else to go. Many of them don't have the skills to manage their housing on their own. They are desperate need of permanent supportive housing.

- **Student Housing (GPRC)**

Indigenous students have access to the 371 housing units through the College. This enables many indigenous students who live on reserves to continue on with higher education and better employment skills and job opportunities. However, once they complete education, they are challenged to find or access market housing.

- **Elders Caring Shelter**

Metis Local 1990 operate an Elders Caring Centre which provides emergency and transitional housing for men and women 55 years and older. The Centre is funded for 15 one-bedroom and 2 two-bedroom units for couples and is often full. Metis Local 1990 have been working on developing a second shelter and are hoping to receive funding soon.

- **Need rooming house and transitional housing in Grande Prairie**

Transitional housing is required to meet the needs of the homeless, many of whom are indigenous. Appropriate supports and treatment are required to successfully transition into permanent and must be culturally sensitive for it to be effective for Indigenous people.

People leaving prison are often without a place to go. Indigenous people are often involved in the “catch and release cycle” and get dropped off in downtown Grande Prairie. A more coordinated effort between police and housing agencies is needed to prevent this kind of homelessness.

- **Coordination and cooperation between Housing Agencies and Indigenous Organizations**

There are few indigenous people living in the Grande Spirit Foundation housing portfolio. Most are accommodated in the emergency shelter space, transitional housing and Housing First Initiatives located in Grande Prairie. Improved coordination and cooperation with Indigenous organizations could help address some of the long-term clients who have demonstrated an ability to maintain their accommodation. This could involve GSF providing technical assistance to an indigenous organization seeking to acquire or build housing specifically for Indigenous people (and could take advantage of an existing off-reserve Indigenous capital fund, allocated by the Province)

## Appendix 2: Sources

1. 2017 Estimate of Affordable Housing Needs in Grande Prairie
2. Seniors Housing Needs in Beaverlodge, Wembley and Area, 2015, EmPower Up!
3. 2017 Central Peace Region – Seniors Housing Needs Assessment
4. 2018 Central Peace Region – Business Case - Seniors Supportive Living Facility, Spirit River
5. 2011-2021 – City of Grande Prairie Affordable Housing Master Plan
6. Grande Spirit Foundation Need and Demand Analysis 2013, Arrow Consulting Services
7. 2016 Census of Canada, Statistics Canada Custom Order
8. 2018 Rural Homelessness Estimation Project, County of Grande Prairie, Alberta Rural Development Network
9. Grande Spirit Foundation, <https://www.grandespirit.org/>
10. Grande Spirit Foundation Strategic Plan, 2020 - 2023
11. Grande Spirit Foundation Business Plan 2020 – 2023
12. Volume and Average Sales Price by Dwelling Type, 2011 - 2018, Grande Prairie and Area Association of Realtors
13. 2017 Estimate of Affordable Housing Need in Grande Prairie, City of Grande Prairie
14. 2017 Housing Inventory, City of Grande Prairie and CABH
15. Community Housing Needs Assessment, Final Report, The City of Grande Prairie, 2019
16. Affordable Housing Strategy 2020 – 2030 (Draft, August 2019), City of Grande Prairie
17. Joint Recreation Master Plan, Grande Prairie Area, 2016, City and County of Grande Prairie
18. 2008 Growth Study Update, City of Grande Prairie, Lovatt Planning Consultants
19. Grande Prairie Population & Employment Forecasts (2012-2061), 2012, Applications Management Consulting
20. Population Projections Alberta and Census Divisions, 2019–2046, Alberta Treasury Board and Finance, 2019
21. Grande Prairie's Five-Year Plan to End Homelessness, 2015-19
22. Ending Homelessness - Year Four Report Card, 2018 – 2019
23. Everyone Counts: 2018 Point in Time Count, City of Grande Prairie

24. 2016 Point in Time Count, City of Grande Prairie
25. 2014 Alberta Point-in-Time Homeless Count: Provincial Report, 7 Cities on Housing and Homelessness
26. Persons with Developmental Disabilities (PDD) and Assured Income for the Disabled (AISH) caseload files, Alberta Community and Social Services, 2016

## April 12, 2022 Meeting Minutes

7:00pm

Philip J Currie Dinosaur Museum

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Chair Richard Called to Order 7:01pm

- Regrets from Cindy and Jamie
- Regrets from Holly

### Introductions

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1. Richard Harris: Chair and Landowner
2. Chris Walsh – Stakeholder, Community and Indigenous Relations  
C: (780) 831-6932, [chwalsh@tidewatermidstream.com](mailto:chwalsh@tidewatermidstream.com)  
Tidewater Midstream
  - Working on Gas Plant expansion approval process
  - Additional gas well injection drilling and pipeline
3. Vanessa Cartwright – Community Affairs Coordinator, Keyera Energy  
Office: ~~587-293-7502~~ Mobile: 403-607-8383
  - Business as usual
  - Planned outage in June at Wapiti Gas Plant for regularly scheduled maintenance
4. Dave Serfas – Synergy Land Services
  - Client work in the area
5. John Hartford – Field Operations Manager, Advantage Energy  
1-780-830-8800, [jhartford@advantageog.com](mailto:jhartford@advantageog.com)
  - **Pipelines**
    - Pipeline from 3-1-73-8 to Ovintiv/Keyera at 3-7-73-8. Sales line complete and producing. Work on pipeline ROW to be finished in the summer
    - Pipeline from 4-22-73-8 to 3-1-73-8 effluent line is in service. Work on pipeline ROW to be finished in the summer
  - **Completions**
    - 3 wells on 4-22-73-8 are currently flowing through testers inline for clean-up
6. Joe Beamish – Canadian Natural
  - Completing an AGD well next to the plant
7. Gary Valiquette – Canadian Natural Resources and landowner
  - Drilling as mentioned above
  - Second drilling near kitty corner to Saskatoon lake hall 1-15 , 3 of 5 wells
  - Pipeline 1-20 battery 8" sour gas line to riser site at 12-17 SW of battery



8. Grant Monsour – Roska DBO
  - Nothing to report
9. Brian Lieverse – Specialist, Regional Engagement – Engagement & Communication  
**Alberta Energy Regulator**, e [Brian.Lieverse@aer.ca](mailto:Brian.Lieverse@aer.ca) tel 587-771-2882 cel 780-228-3539
  - AER Website: new Data Hub, main place for info – drilling rigs, inspections, etc.
  - Data Hub
    - The Data Hub is the central access point to information about Alberta’s oil and gas energy industry. We are working to increase and simplify access to data as part of our commitment to transparency.
    - <https://www.aer.ca/providing-information/data-and-reports/data-hub>
  - Update to Directive 60: Upstream Petroleum Industry Flaring, Incinerating and Venting
    - The Alberta Energy Regulator (AER) Directive 060: Upstream Petroleum Industry Flaring, Incinerating, and Venting contains the requirements for flaring, incinerating, and venting in Alberta at all upstream petroleum industry wells and facilities. Directive 060 requirements also apply to pipeline installations that convey gas (e.g., compressor stations, line heaters) licensed by the AER in accordance with the Pipeline Act.
    - Most of these requirements have been developed in consultation with the Clean Air Strategic Alliance (CASA) to eliminate or reduce the potential and observed impacts of these activities and to ensure that public safety concerns and environmental impacts are addressed before beginning to flare, incinerate, or vent. Directive 060 requirements are also aligned to ensure compliance with Alberta Environment and Parks (AEP) Alberta Ambient Air Quality Objectives and Guidelines (AAAQO).
10. Emily Danforth – Curator Philip J Currie Dinosaur Museum
11. Hetti Huls – EDO, County of Grande Prairie
12. Linden Roberts – Philp J Currie Dinosaur Museum
  - Have AGM May
  - Looking for Board Members
  - Education and O & G Industry
  - Contact Linden or Museum
13. Donovan Kitt – SLR Consulting and landowner
14. Blaine Patrick – PT Consulting and landowner
15. Matt Flette – Senior Surface Land Negotiator, Ovintiv
  - Drilling at 14-13 location, northside of highway
  - Completing 15-18

## Online Attendance:

16. David Laycock – landowner and Completions Engineer
17. Greg Johansen – ESG & Compliance Manager, CSV Midstream  
587.316.6900 Cell: 403.970.4658, Email: [greg.johansen@csvmidstream.com](mailto:greg.johansen@csvmidstream.com)
  - No major updates
  - Gas plant is inching closer to final investment decision
  - Applied to AER to extend permit for facility
    - i. 1 year expiry coming up in May
    - ii. Extension for 1 year
18. Cole Thomson – Provincial and Community Relations, Stakeholder Relations Canada  
[cole\\_thomson@tcenergy.com](mailto:cole_thomson@tcenergy.com), mobile: 403-837-6392 desk: 587-933-8960
  - Post construction clean up
  - Ramping out later in spring – May/June
  - Serving recently ROW in County
  - Remediate and reclaim as intended
  - Survey Clearwater Huallen Segment, Hythe lateral loop
  - Pipeline: working with Nauticol in readiness to move on pipeline app to support facility
  - Support GIG proposal in MD Greenview as natural gas supplier for Northern Petrochemical project
19. Sally – Rangeland Engineering
  - New to WASP
20. Steve Pudsey – Scott Land and Lease
21. Adam Rolick – Community Relations Advisor, Ovintiv  
t 250.719.6829 ext 1116, c 250.219.1139
  - Updates provided above
22. Allan Gagne – NuVista
  - Pipestone South – areas South and West of Wembley
  - Drilling on one of the pads East of Beaverlodge
    - i. Wrapping up a completion at 15-8 site
  - Hosting an Open House, Beaverlodge on May 5, 2022, 4-8pm
23. Gerald Feschuk, Nauticol
  - Situation normal
  - Intake Co2 Sequestration Core Space Call
  - See significant amount of interest in upstream and midstreamers
    - i. Expect a number of competing proposals for core space
    - ii. Anticipate a land rush
    - iii. Water- wet deeper horizon core space

## 24. Terry Willoughby – Ridgeback Willoughby

- Completions wrapped up
- Drilling 4-28 drilling 71-9 pad site
- Open House in June – will utilize WASP to send out notifications
- WASP Open House is scheduled for June

## 25. Elizabeth Bell, PAZA – Update, provided beforehand

- PAZA will be participating in the Earth Day event on April 22, 2022, at the Theresa Sargeant Hall in Grande Prairie.
- On May 8-10, PAZA will be participating in the annual Walk Through the Forest event, along with forestry partners, Alberta Environment and Parks, City and County of Grande Prairie. This is a school centered event directed at Grade 6 classes to create awareness and action around forest health, water management and air quality. This year, the event will be held at Evergreen Park trails, which provides a unique opportunity to include the energy sector at the site of the "see-through" exhibit featuring a pipeline. The schedule for each day includes 15-minute information sessions, geared to Gr. 6 classes, as they rotate through all the stations/exhibits. There are about 6-8 sessions per station, per day. PAZA is inviting industry partners to host the pipeline station (either a 1/2 day each, full day each, or take all 3 days) and provide a connection between air, water, forest and energy.
- PAZA is seeking the loan of a stand-alone awning/shelter for the Walk Through the Forest, 3-day event. The awning will provide sun/rain shelter for volunteers and exhibitors in a common area during breaks and in the event of significant inclement weather.
- If you are interested in participating or would like more information before committing to these events, please contact Elizabeth at [elizabeth@paza.ca](mailto:elizabeth@paza.ca) or at 780-882-4589.

## Executive Business

---

- All Zoom meetings held on CF Zoom account
- Looks like we will continue Hybrid meetings
- Should WASP have its own Zoom account?
  - Cole moved that WASP invest in a Zoom account
    - Motion carried
  - Conversation:
    - Zoom works better for Landowners over Teams

## AER Survey

- Brian provided a few details:
  - Doing community outreach/survey regarding Synergy Groups
  - Better idea as to how AER is serving Synergy Groups and members
  - Handful of questions to discuss with Synergy leaders and members
  - **ACTION:** If you do not want your name put forward to be part of the Survey, let us know. If not, we will send the document

***Initial Email Request***

The Alberta Energy Regulator (AER) is working with a third-party consultant to conduct an engagement survey of Albertans. The consultant is hoping to reach out to public members who attend Synergy Groups which is why I am contacting you.

As group facilitators, would you consider asking your groups public membership for permission to share their contact information which we will share with the consultant?

If your membership provides you with permission to share their contact information for the purpose of the survey, are you able to collect those contacts and send them to me?

Please accept and extend our thanks to you and your public Synergy Group membership for considering our request.

**Future WASP Meetings**

**ACTION:**

WASP Members consider how you would get most return out of WASP meetings and offer suggestions to the Executive so we can format them in such a way that makes the meetings more valuable

Meeting Adjourned 7:20pm

**Mark Your Calendars!!**

---

**Next Meeting:** Tuesday, May 10, 2022

**Open House:** Tuesday, June 7, 2022



## SCHEDULE "B"

### April 2022 MONTHLY REPORT TO THE Town of Wembley FOR PEACE OFFICER SERVICES

1. Dates and times spent: (attached)
2. Number of Tickets issued: 11
3. Type of Tickets issued:
 

Traffic Safety:	<u>11</u>
Gaming, Liquor & Cannabis:	<u>          </u>
Other Provincial Statutes:	<u>          </u>
Municipal Bylaw:	<u>          </u>
4. Number of Complaints/Occurrences: 9
5. Type of Complaints/Occurrences:
 

Traffic Safety:	<u>          </u>
Warrants:	<u>          </u>
24-hour Suspension:	<u>          </u>
Criminal Code:	<u>          </u>
Commercial Vehicle:	<u>          </u>
Parking:	<u>3</u>
Off-highway Vehicle:	<u>          </u>
Bylaws:	<u>2</u>
Unightly Premises:	<u>1</u>
Other:	<u>3</u>
6. Town Priorities:
  - a) Unightly Premises
  - b) Off-Highway Vehicle
  - c) Speeding on Town Roads
  - d) Commercial Vehicle





## Contract time Details by Municipality for Billing

Reporting Period : 2022-04

Municipality : Wembley

Date	Time Spent	Activity	Note	Related Complaint Type	Time
1 - Apr	1.00	Administration			0000 - 0100
1 - Apr	0.50	Patrol			1245 - 1315
3 - Apr	0.25	Occurrence*		Parking	1245 - 1300
3 - Apr	1.00	Patrol			2040 - 2140
4 - Apr	0.25	Patrol			1235 - 1250
4 - Apr	0.25	Occurrence*		Abandoned Vehicle	1330 - 1345
5 - Apr	0.25	Occurrence*		Parking	1430 - 1445
5 - Apr	0.25	Patrol			1950 - 2005
6 - Apr	1.00	Patrol			1200 - 1300
7 - Apr	0.50	Patrol			1745 - 1815
8 - Apr	0.75	Patrol			1315 - 1400
8 - Apr	1.00	Patrol			1850 - 1950
9 - Apr	1.25	Patrol			1830 - 1945
9 - Apr	0.50	Patrol			1925 - 1955
10 - Apr	1.50	Patrol			1615 - 1745
11 - Apr	0.25	Patrol			1115 - 1130
11 - Apr	0.25	Town Office Visit			1130 - 1145
12 - Apr	1.00	Patrol			1035 - 1135
12 - Apr	0.25	Patrol			1900 - 1915
13 - Apr	0.25	Occurrence*		Abandoned Vehicle	0930 - 0945
13 - Apr	0.50	Patrol			1450 - 1520
14 - Apr	1.00	Patrol			1200 - 1300
15 - Apr	1.00	Patrol			2000 - 2100
15 - Apr	0.25	Patrol			2330 - 2345
16 - Apr	1.00	Patrol			1155 - 1255
16 - Apr	0.50	Patrol			2025 - 2055
20 - Apr	0.50	Patrol			1330 - 1400
20 - Apr	0.25	Town Office Visit			1400 - 1415
20 - Apr	1.00	Patrol			1900 - 2000
20 - Apr	0.25	Patrol			2000 - 2015
20 - Apr	0.75	Patrol			2045 - 2130

21 - Apr	0.75	Patrol		1150 - 1235
21 - Apr	0.50	Patrol		1235 - 1305
21 - Apr	0.25	Occurrence*	Parking	1800 - 1815
21 - Apr	0.25	Occurrence*	Parking	2015 - 2030
22 - Apr	0.25	Town Office Visit		1115 - 1130
22 - Apr	0.25	Occurrence*	Parking	1200 - 1215
23 - Apr	0.25	Occurrence*	Parking	1345 - 1400
23 - Apr	0.50	Patrol		1400 - 1430
24 - Apr	0.75	Patrol		1930 - 2015
25 - Apr	1.00	Patrol		1235 - 1335
25 - Apr	0.25	Town Office Visit		1335 - 1350
26 - Apr	0.25	Occurrence*	Noise Bylaw	0830 - 0845
26 - Apr	0.25	Occurrence*	Noise Bylaw	0845 - 0900
26 - Apr	1.00	Patrol		1115 - 1215
26 - Apr	1.00	Patrol		1830 - 1930
27 - Apr	0.25	Occurrence*	Noise Bylaw	1110 - 1125
27 - Apr	0.50	Patrol		2100 - 2130
28 - Apr	0.25	Occurrence*	Abandoned Vehicle	1030 - 1045
28 - Apr	0.75	Occurrence*	Abandoned Vehicle	1115 - 1200
28 - Apr	0.25	Occurrence*	Abandoned Vehicle	1530 - 1545
30 - Apr	1.00	Patrol		0830 - 0930
30 - Apr	0.25	Occurrence*	Abandoned Vehicle	1315 - 1330
<b>Total</b>	<b>30.00</b>			

1.	Dates and times spent: (attached)	
2.	Number of Tickets issued:	<u>0</u>
3.	Number of Complaints/Occurrences:	<u>4</u>
	Running at large:	<u>2</u>
	Barking:	<u>2</u>
	Bite/Attack Animal:	<u>          </u>
	Bite/Attack Human:	<u>          </u>
	Too many dogs:	<u>          </u>
	Vicious/Restricted:	<u>          </u>
	Cat:	<u>          </u>
	Other:	<u>          </u>





## Monthly Occurrences By Zone

Reporting Period : April, 2022

Municipality : Wembley

Zone	Complaint Type	Occurrences Count
Wembley	Abandoned Vehicle	3
Wembley	Animal Control - Barking	2
Wembley	Animal Control - RAL	2
Wembley	Noise Bylaw	2
Wembley	Parking	3
Wembley	Unsightly Premises	1
<b>Total</b>		<b>13</b>



## Animal Contract time Details by Municipality for Billing

Reporting Period : 2022-04

Municipality : Wembley

Date	Time Spent	Activity	Note	Related Complaint Type	Time
3 - Apr	0.50	Patrol			1210 - 1240
9 - Apr	0.50	Patrol			1415 - 1445
9 - Apr	0.50	Patrol			1610 - 1640
10 - Apr	0.50	Patrol			1205 - 1235
14 - Apr	0.50	Patrol			1315 - 1345
14 - Apr	0.25	Occurrence*		Animal Control - RAL	1345 - 1400
14 - Apr	0.25	Town Office Visit			1135 - 1150
14 - Apr	0.50	Patrol			1150 - 1220
15 - Apr	0.50	Patrol			1300 - 1330
16 - Apr	0.50	Patrol			1345 - 1415
16 - Apr	0.25	Occurrence*		Animal Control - Barking	1115 - 1130
18 - Apr	0.25	Occurrence*		Animal Control - Barking	0735 - 0750
18 - Apr	0.50	Patrol			1110 - 1140
19 - Apr	0.50	Patrol			1450 - 1520
22 - Apr	0.50	Patrol			1130 - 1200
26 - Apr	0.25	Occurrence*		Animal Control - RAL	0900 - 0915
27 - Apr	0.25	Occurrence*		Animal Control - RAL	1510 - 1525
27 - Apr	0.50	Patrol			1025 - 1055
27 - Apr	0.25	Occurrence*		Animal Control - RAL	1055 - 1110
28 - Apr	0.50	Patrol			1310 - 1340
28 - Apr	0.50	Patrol			1315 - 1345
29 - Apr	0.50	Patrol			1415 - 1445
30 - Apr	0.25	Patrol			1340 - 1355
30 - Apr	0.25	Occurrence*		Animal Control - Barking	1355 - 1410
30 - Apr	0.25	Occurrence*		Animal Control - Barking	1130 - 1145

**Total 10.00**





### Monthly Ticket

Reporting Period: 2022-04-01 ~ 2022-04-30

Zone: WEM

Ticket No	Ticket Date	Ticket Time	Charge	Statute	Activity	Zone	Member	Fine Amount
E0031394 6B	20220427	2124	115(2)(P)	TSA	Exceed max speed limit estab'd/pre scribed for hwy	WEM		\$126
E0031386 5B	20220426	1911	52(1)(A)	TSA	Operate MV/trailer w/o subsisting cert of reg	WEM		\$324
E0030222 3B	20220420	1956	52(1)(A)	TSA	Operate MV/trailer w/o subsisting cert of reg	WEM		\$324
E0014473 4B	20220420	1956	51(A)	TSA	Operate MV w/o holding subsisting operator's lic	WEM		\$324
E0030221 2B	20220420	1853	115(2)(P)	TSA	Exceed max speed limit estab'd/pre scribed for hwy	WEM		\$286

E0028469 0B	20220409	1932	53(1)(A)	TSA	Drive/park MV/trailer w/o lic plates properly displayed	WEM		\$162
E0028403 4B	20220408	1859	52(1)(A)	TSA	Operate MV/trailer w/o subsisting cert of reg	WEM		\$324
E0014469 0B	20220408	1859	54(1)(A)	TSA	Drive unins'd MV on hwy	WEM		\$0
E0028401 2B	20220407	1755	52(1)(A)	TSA	Operate MV/trailer w/o subsisting cert of reg	WEM		\$324
E0028460 5B	20220406	1257	53(1)(A)	TSA	Drive/park MV/trailer w/o lic plates properly displayed	WEM		\$162

Ticket Count:10

\$2356



### Monthly Ticket

Reporting Period: 2022-04-01 ~ 2022-04-30

Zone: WEM

Ticket No	Ticket Date	Ticket Time	Charge	Statute	Activity	Zone		Fine Amount
E0029621 4B	20220410	1633	RVER64(1 )	TSA	Body/fender/mudguard of MV/trailer body not cover width of tire	WEM		\$81

Ticket Count: 1

\$81

**From:** Paul Gregory <[pggregory@naturecanada.ca](mailto:pggregory@naturecanada.ca)>  
**Sent:** April 14, 2022 9:28 AM  
**To:** Admin <[admin@wembley.ca](mailto:admin@wembley.ca)>  
**Subject:** World Ocean Day, June 8th - Motion for Ocean Protection

Page 122 of 127

His/Her Worship Mayor,

I'm writing to you on behalf of Nature Canada's ocean protection team with an opportunity to help create positive change for your community, and the natural world we all rely on.

Canada has the longest coastline in the world. With it comes the duty to be leaders in protecting and restoring the ocean. As part of the Global Deal for Nature in the Paris Accords, our government **has promised to protect 30 percent of oceans by 2030** through establishing Marine Protected Areas. In 2015 only one percent of Canadian oceans were protected. But as of 2020, due advocacy by Canadians like you, nearly 14 percent of the world's oceans are now safeguarded for generations to come.

Municipalities can be powerful change agents in the goal to protect 30 percent of the world's oceans by 2030. We have seen this leadership in action in combating climate change, when cities and towns across the world stepped up to reduce their greenhouse gas emissions and pressured federal governments to do the same. Whether on the coast or far inland, municipalities rely on ocean ecosystems for seafood production, climate regulation, and the preservation of unique and beautiful animals and ecosystems.

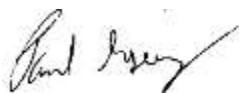
**Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation.**

Reaching our ocean protection goal will help us win the fight against global warming. Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation. The oceans play a pivotal role counteracting climate change as the largest carbon sink, providing more than half our oxygen while storing fifty times more carbon than the atmosphere. Oceans also regulate weather, helping to balance the uneven distribution of solar radiation.

**Here's why we need you:** Your voice as a municipality can influence national governments and have a direct effect on the quality of life for your residents. It's as easy as having the council pass the attached resolution. By taking this simple step, you will be helping our policy team show government officials that Canadians support National Marine Protected Areas and encourage them to implement effective policies.

It would mean a great deal to us if you could sign on to help secure a future for our generation and the generations to come.

In solidarity with you and with our natural world,



**Paul Gregory (He/Him)**  
Nature Network Organizer



[NatureCanada.ca](https://www.naturecanada.ca)

| Suite 300, 240 Bank St., Ottawa, ON, K2P 1X4



DONATE



// TAKE THE  
OPPORTUNITY  
TO HELP US  
CELEBRATE  
FRIENDSHIPS  
BEYOND  
BORDERS //

// JUNE 3 & 4  
2022 //

Town of Taber  
A 4900 50th Street  
403-223-5500  
town@taber.ca  
www.taber.ca

IAW  
HON  
KONICHIWA!

ALBERTA/JAPAN  
TWINNED  
MUNICIPALITIES  
ASSOCIATION

**2022  
CONFERENCE**

**TABER**



# HOW TO REGISTER //

The Town of Taber can't wait to welcome you to sunny Southern Alberta! Please fill out the Conference Registration Form so we can be sure we save your place.

**Registration deadline is May 6, 2022.**

Registration fee includes one Friday evening reception ticket, and the entire Saturday schedule including breakfast, lunch & refreshment breaks.

# HOTEL BOOKINGS //

**Heritage Inn Taber**  
**403-223-4424**

Check in: 4:00 PM on  
Friday, June 3rd

Check out: 11:00 AM on  
Sunday, June 5th

Rate: \$76/night plus tax

Please mention the A/JTMA  
Conference to book.

// FRIDAY

**JUNE 3, 2022**

## MEET & GREET RECEPTION

**7:00 - 9:00 PM**  
**HERITAGE CONFERENCE ROOM**

Meet your fellow conference members at our welcome reception, where we are showcasing the best of Japan and Southern Alberta together!

Enjoy appetizers marrying Southern Alberta meat and produce with a Japanese flair while sampling sakes and green teas. The Town of Taber is honoured to welcome Sake Gami Corp and Matsu Kaze Tea for the tastings. A cash bar will also be available for guests.

Attendees will also get to experience a traditional sake barrel ceremony!



// SATURDAY

**JUNE 4, 2022**  
Page 124 of 127

## AGENDA:

### Rise & Shine:

- 7:00 AM: Breakfast
- 8:00 AM: Parade of Flags & Opening Remarks
- 8:15 AM: National Anthems of Canada and Japan

### A/JTMA Conference

- 8:20 AM - 12:00 PM: We are honoured to welcome a number of speakers interspersed with entertainment to keep things lively! Speakers include the Consul General of Japan in Calgary, David Tanaka (Experiences of Japanese Canadians in Southern Alberta), Michelle Day (Nikka Yuko Japanese Garden) and Doug Emek (Taber-Notogawa Friendship Society)

### Afternoon & AGM

- 12:00 PM: Lunch
- 1:00 PM - 2:00 PM: Society Reports
- 2:30 PM - 4:00 PM: A/JTMA Annual General Meeting and Passing of Gavel

### Conference Concludes



# 2022 AJTMA CONFERENCE REGISTRATION FORM

## ALBERTA/JAPAN TWINNED MUNICIPALITIES ASSOCIATION CONFERENCE

June 3<sup>rd</sup> & 4<sup>th</sup>, 2022

TABER, AB

HERITAGE INN CONVENTION CENTRE

**REGISTRATION DEADLINE: May 6, 2022 at 4:30 PM**

REGISTRATION FEE INCLUDES FRIDAY EVENING RECEPTION, SATURDAY CONFERENCE & ENTERTAINMENT, BREAKFAST & LUNCH, AS WELL AS ALL REFRESHMENT BREAKS

NAME: \_\_\_\_\_ ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY / TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Will you have guests from your twinned municipality attending this conference? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, please indicate: NAME OF TWINNED MUNICIPALITY: \_\_\_\_\_

How many are attending from the twinned municipality? \*\* \_\_\_\_\_ \*\*

Do you or any guests have any special dietary requirements? \_\_\_\_\_

*\*\*For nametags, we would appreciate you sending the names of each attendee to [conference@taber.ca](mailto:conference@taber.ca)*

### FEES:

Full conference registration (per person): **\$120.00**

Extra Friday Meet & Greet Reception Tickets: **\$20** x \_\_\_\_\_

TOTAL: \_\_\_\_\_

### HOTEL BOOKINGS:

We have secured 50 rooms at the Heritage Inn in Taber for guests of the conference at the nightly rate of \$76.00. Rate is valid for the arrival date of June 3<sup>rd</sup> and check out date of June 5<sup>th</sup>. Please call the hotel directly at 403-223-4424 to book, and mention the Alberta-Japan Twinned Municipalities Conference. Rooms booking cutoff date is May 12<sup>th</sup>, 2021.

**Please make cheques payable to the Town of Taber and mail to A 4900 50<sup>th</sup> Street, Taber, AB, T1G 1T1**

**If you require an invoice for your records, please email us at [conference@taber.ca](mailto:conference@taber.ca) and we will be happy to accommodate that request.**



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR108109

April 7, 2022

Reeve Leanne Beaupre  
County of Grande Prairie  
10001 - 84 Avenue  
Clairmont AB T8X 5B2

Dear Reeve Beaupre:

I received the County of Grande Prairie's letter of February 11, 2022, requesting the Village of Hythe be removed from the Grande Prairie Regional Emergency Partnership, previously approved under Ministerial Order No. A:001/13.

I am pleased to provide you with a copy of Ministerial Order No. A:007/22, authorizing the City of Grande Prairie, the County of Grande Prairie, and the towns of Beaverlodge, Sexsmith, and Wembley, to delegate their powers and duties under the *Emergency Management Act* to the Grande Prairie Regional Emergency Partnership. Ministerial Order No. A:001/13, which included the Village of Hythe in the authorization provided to the partnership, has been rescinded.

I commend all involved municipalities for continuing to pursue this form of regional collaboration, and look forward to seeing the successful outcomes this initiative will bring.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ric McIver'.

Ric McIver  
Minister

Attachment: Ministerial Order No. A:007/22

cc: Her Worship Jackie Clayton, Mayor, City of Grande Prairie  
His Worship Gary Rycroft, Mayor, Town of Beaverlodge  
Her Worship Kate Potter, Mayor, Town of Sexsmith  
His Worship Kelly Peterson, Mayor, Town of Wembley  
Dan Lemieux, Acting CAO, Director of Community Services, County of Grande Prairie



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. A:007/22

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 11.3(1)(b)(ii) of the *Emergency Management Act (EMA)*, make the following order:

1. The City of Grande Prairie, the towns of Beaverlodge, Sexsmith and Wembley, and the County of Grande Prairie, are authorized to delegate their powers and duties under the *EMA* to the Grande Prairie Regional Emergency Partnership.
2. Ministerial Order No. A:001/13 is hereby rescinded.

Dated at Edmonton, Alberta, this 8 day of April, 2022.

  
\_\_\_\_\_  
Ric McIver  
Minister of Municipal Affairs