

Intermunicipal Collaboration Framework

Lac Ste. Anne County
& Summer Village of Ross Haven





CORE SERVICES

- TRANSPORTATION
- WATER
- WASTE WATER
- SOLID WASTE
- EMERGENCY SERVICES
- RECREATION

OTHER SERVICES OF MUTUAL BENEFIT

- LIBRARIES
- MEDICAL CLINIC
- FCSS
- SENIORS HOUSING

OTHER MUTUALLY BENEFICIAL SERVICES

- ANIMAL CONTROL
- ASSESSMENT SERVICES
- ENFORCEMENT SERVICES
- ECONOMIC DEVELOPMENT
- LAND USE PLANNING
- PEST CONTROL
- WEED CONTROL
- LIBRARIES
- REGIONAL SUBDIVISION & APPEAL BOARD
- BUILDING INSPECTION SERVICES



TRANSPORTATION

Description

Lac Ste. Anne County (the County) maintains the road connecting the Summer Village of Ross Haven (the Village) to Highway 43 (RR 34) and is responsible for maintenance and snow clearing. The Village is responsible for maintenance of all roads within the Village and employs its own staff and equipment for road repairs, snow clearing and grass cutting along the roadsides.

As most of the Village residents need these roads to access the main area highways, The Village has, on occasion, contributed dollars to the repair of the County roadways, with these repairs falling under the direction of the County. Going forward, repairs and upgrades will be cost-shared at an agreed-upon split.

Lead Municipality

The County retains responsibility for the road connecting the Village to the provincial highway system.

The Village retains responsibility for all roads within the municipal boundary, whether they connect to residents.

The County and the Village will collaborate on additional road repairs on the County road if/when required.

The County may provide additional services, if requested, on a fee for services basis (such as sanding/salting roadways in winter, crack sealing or other maintenance required from time-to-time), where such work can be accommodated within the County schedule and abilities.

Funding

The respective municipalities will fund all transportation requirements through their respective tax base and/or provincial and federal grants that may be available. Where support is required from one municipality, the two municipalities will agree on the scope of work and the costs involved for each participating municipality.

Timeline

The Village and the County will continue consultation and support for each municipality where and when required.

Transition Plan

The County and the Village will continue its amiable working relationship built on fairness and equality. Changes to how the respective municipalities manage transportation issues are not anticipated, but the two municipalities will agree to work in collaboration where possible.

Term of Review

Transportation issues will be reviewed on an as-required basis. This ICF will be reviewed and amended in joint consultation at least every five (5) years.

Other

The Village will continue to support regional transportation initiatives where possible, and within the current budget allocations.



WATER

Description

Most residents within the Village have independent wells to meet water requirements. The County and the Village are partners in the West Interlake Regional Water Commission (WILD), and contribute to the capital costs (annual debenture payments) and operational costs. It is not anticipated that the Village would initiate a municipal water service in the Village, but could work cooperatively with WILD, the County, and other municipal partners, to provide some shared access points for residents to acquire treated water.

Lead Municipality

At present, the supply and distribution of water is through the WILD, with financial support from participating municipalities, including the Village and the County.

Possible shared access to water may be an opportunity to explore with the County and other regional partners. (i.e.: water fill station within proximity to several municipalities could be developed on an agreed cost-sharing formula).

Funding

Funding for the WILD is detailed within the capital and operating agreements with the respective municipalities and WILD.

If additional funding is required for new water facilities, these agreements will be negotiated with the participating municipalities. In addition, the County and the Village agree to support each other through various grant funding opportunities, when they arise.

Timeline

No changes to operations and financing of the Water Commission are anticipated and current funding agreements will remain in place.

Transition Plan

Existing agreements are in place. If new projects are initiated, then a transition plan will be developed for any planned projects.

Term of Review

Contract agreements with WILD specify review timelines.



WASTE WATER

Description

Residents within the Village utilize private septic tanks and contractors provide pump-out services to the residents of the Village.

The Village and the County are members of the North 43 Lagoon Commission, and contribute to the operating and capital cost of maintaining the sewage lagoon located within the County.

Lead Municipality

The Village requires proper septic systems are installed within the Village. The North 43 Lagoon Commission is the lead for the operations and maintenance of the shared lagoon system.

Funding

Funding for the North 43 Lagoon Commission is provided by the partner municipalities and a user-pay system for residents/companies using the lagoon as a dumping station.

Timeline

Ongoing agreements in place.

Transition Plan

No transition away from the North 43 Lagoon Commission is contemplated.

Term of Review

Contractual arrangements within the North 43 Lagoon Commission specify review timelines.



SOLID WASTE

Description

The Village collects solid waste from residents on a weekly basis and delivers the solid waste to the Highway 43 East Waste Commission, paying a tipping fee based on the weight of the refuse. Residents can also deliver waste to the landfill operated by the Highway 43 East Waste Commission and pay the associated fees.

The landfill is owned and operated by the Highway 43 East Waste Commission.

Lead Municipality

Highway 43 East Waste Commission, a partnership of member municipalities, is responsible for overseeing the operations of the landfill.

Funding

The landfill is operated by the Highway 43 East Waste Commission and collects a tipping fee from users to fund the operations.

Timeline

This is an ongoing agreement with the Highway 43 East Waste Commission.

Transition Plan

No changes are expected to occur in the immediate future.

Term of Review

As per the agreement with the Highway 43 East Waste Commission, terms of review are specified.

EMERGENCY SERVICES

Description

The Village is a member of a regional emergency management agency for the purpose of an integrated emergency management planning and operations with other Summer Villages within the area.

The Village has a contract with Onoway Regional Fire Services (ORFS) for the provision of fire suppression.

The County operates a fire service with a series of mutual aid agreements with all surrounding municipal fire services.

Fire suppression includes an agreement between Onoway Regional Fire Services and Lac Ste. Anne County Fire Service (LSACFS) including a mutual aid clause for backup assistance between ORFS and LSACFS.



Lead Municipality

Onoway Regional Fire Services is the lead agency for fire protection in the Village. Lac Ste. Anne County Fire Services is the lead agency for fire protection in the County

The Regional Emergency Management Agency and the Emergency Management Committee (Bylaw 270-17) are responsible for emergency management in the Village. In the County, the Lac Ste. Anne County Emergency Management Agency is responsible for emergency management.

Funding

The ORFS is funded through an annual contribution based on the number of registered lots within the Village and is paid through the general taxation in the Village.

Funding for the Regional Emergency Management Agency will be determined by an annual budget prepared by the Regional Emergency Management Committee, comprised of representatives from the member Summer Villages

Timeline

The Regional Emergency Management Agency was formed in 2017. Annual budgets have not been determined as yet. Funding for the Village will come through general taxation.

Transition Plan

As this is a new initiative, the Regional Emergency Management Committee and the Emergency Management Agency will work through issues and recommend any transitional changes that may be required.

Term of Review

As established within the Regional Emergency Management Agency agreements, terms of review are specified.

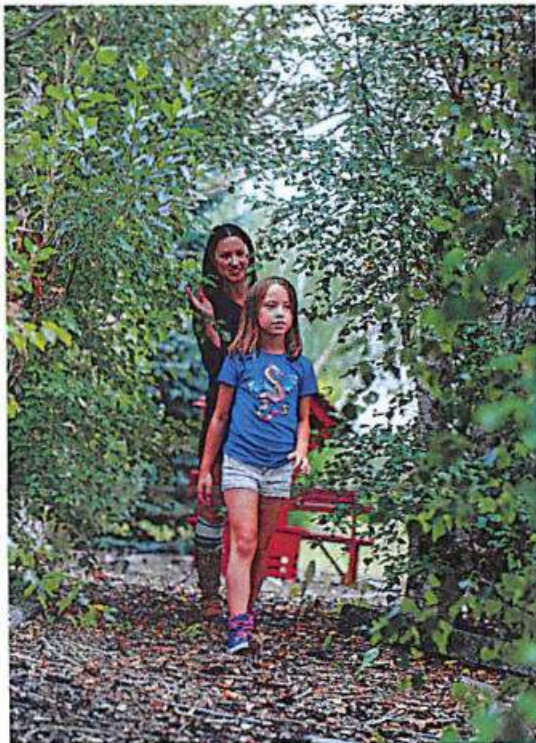


RECREATION

Description

The Village operates its own recreation through playgrounds and parkways within the Village. There are no permanent structures for recreation, nor recreation programs offered within the Village, either by the Village or the County. The County contributes to recreation facilities and services throughout the region.

However, the Village does recognize that residents of the Village do participate in recreation programs that are operated within the other municipalities within the County. The Village does provide annual contributions to other recreation facilities. These contributions are determined within the annual Ross Haven budget process.



Lead Municipality

The County supports numerous recreational facilities and programs throughout the region. The Village is responsible for any recreation activities that occur within the Village.

Funding

The Village provides funding for recreational facilities and activities within the region as established within the annual budget. The County funds numerous recreational facilities and programs throughout the region.

Timeline

Ongoing, on an annual allocation.

Transition Plan

No changes or transition is anticipated. The County and Village agree to support one another with grant opportunities.

Term of Review

Recreation contributions are reviewed on an annual basis.



OTHER SERVICES OF MUTUAL BENEFIT

LIBRARIES

Description

The Summer Village of Ross Haven pays a Library Requisition to the Yellowhead Regional Library based on a per capita levy. Yellowhead Regional Library Board operates several libraries within the region. In addition to the annual requisition, the Summer Village provides annual funding to two local libraries in proximity to the Summer Village of Ross Haven. The level of funding is determined during the annual budget process.

No changes are anticipated within this process.

MEDICAL CLINIC

Description

The Summer Village of Ross Haven is a partner with Lac Ste Anne County and the Town of Onoway in the development of a new medical clinic in the Town of Onoway. This partnership was formed to create and operate the Onoway Regional Medical Clinic in order to attract doctors to the region. The Clinic is managed by a Board representing the partners.

Funding is provided through a requisition from the Medical Clinic Board. It is anticipated that, at some point in the future, the clinic will be self-supporting and not require additional funding from the member municipalities.

FCSS

Description

The Summer Village of Ross Haven operates its own FCSS agency and provides funds to the Ross Haven Community League for events and activities hosted within the Summer Village of Ross Haven. In addition to the FCSS funding, the Summer Village also provides an annual grant from taxation to the Ross Haven Community League for activities that may not fall under the FCSS guidelines.

SENIORS HOUSING

Description

The Summer Village of Ross Haven provides funding for seniors housing throughout the region through an annual requisition from the Lac Ste Anne Foundation.



OTHER SERVICES THAT MAY PROVIDE MUTUAL BENEFIT REQUIRING FURTHER INVESTIGATION

- Animal Control
- Assessment Services
- Enforcement Services
- Economic Development
- Land Use Planning
- Pest Control
- Weed Control
- Regional Subdivision & Appeal Board
- Building Inspection Services



Dispute Resolution

The County and the Village commit to resolving any disputes in a non-adversarial, informal and cost-efficient manner. Where there is no other existing agreement or bylaw the following dispute resolution process will prevail.

Both municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.

Any dispute arising out of the implementation of this Agreement will firstly be addressed by the administrations of both the County and the Village. Where a dispute cannot be resolved to the satisfaction of both parties after thirty (30) calendar days, the dispute will be referred to the Chief Administrative Officers of both municipalities.

Where a dispute cannot be resolved to the satisfaction of both Chief Administrative Officers after thirty (30) calendar days, the dispute will be referred to the Intermunicipal Committee.

Where a dispute cannot be resolved to the satisfaction of the Intermunicipal Committee after thirty (30) calendar days, the dispute will be referred to the Councils of both municipalities.

Where a dispute cannot be resolved to the satisfaction of the Councils of both municipalities, the Village and the County will seek the assistance of a mediator acceptable to both parties. The costs of mediation shall be shared equally between the municipalities.

In the event of a dispute cannot be resolved through steps outlined above, the dispute may be referred to a single arbitrator mutually acceptable to both parties. Failing mutual agreement, either party may apply to a Judge of the Court of Queen's Bench of Alberta to appoint an arbitrator whose decision shall be final and binding upon both parties.

The costs of arbitration shall be shared equally between the municipalities.

For all development, subdivision or planning matters Intermunicipal disputes shall follow agreed to processes outlined in the Summer Village of Ross Haven / Lac Ste. Anne County Intermunicipal Development Plan and the *Municipal Government Act*. In situations where the Intermunicipal Development Plan is in conflict with the *Municipal Government Act* as it pertains to intermunicipal disputes, provisions in the *Municipal Government Act* shall prevail.





IN WITNESS THEREOF the parties have executed this Agreement as of FEBRUARY 8, 2019²⁰.

Lac Ste. Anne County

Summer Village of Ross Haven

Reeve

Mayor

County Manager

Chief Administrative Officer